

**CITY OF KETTLE RIVER  
CITY COUNCIL MINUTES  
August 8, 2017**

The regular meeting of the Kettle River City Council was held in the meeting room of City Hall, Tuesday, August 8, 2017.

Members present: Dave Lucas, Kris Miller, Tina Tollgaard, Jason Montgomery and George Klaskin.

Absent: None

Staff Attending: David Isaacson, Utilities Superintendent; Nick Wright, Fire Chief; Robert Tschida, Building Inspector and Bernadine Reed, City Administrator/Clerk-Treasurer.

Others attending: Jen Montgomery, Lynn Davidson, Kathy Burbal, Marcia Sarvela, Morgan Yeats and Jon Lund.

Mayor Klaskin called the meeting to order at 7:00 p.m.

Guests:

Lynn Davidson requested permission to take the wood tops and pieces left by the loggers on the City's property. Motion by Mayor Klaskin, seconded by Councilor Miller and carried unanimously to authorize Mr. Davidson to access and collect the firewood from city property.

Mr. Davidson left the meeting.

Jon Lund gave an update for the Rick Peterson Memorial, it will be held August 21<sup>st</sup> at 6:00 p.m. Mr. Lund requested a proclamation of August 21<sup>st</sup>, 2017 as Rick Peterson Day. Motion by Mayor Klaskin, seconded by Councilor Lucas and carried unanimously to approve his request.

Mr. Lund left the meeting.

Motion by Councilor Tollgaard, seconded by Councilor Montgomery and carried unanimously to approve consent agenda items:

- Minutes of July 11, 2017 regular council meeting;
- Claims (5197-5214 - \$3,298.57)
- Accounts payable - \$17,277.89

Administration Department report submitted by Bernadine Reed, City Clerk/Treasurer:  
July/August 2017:

- Regular daily, weekly and monthly work;
- Met with LMC loss control representative on July 18<sup>th</sup>.

Utilities Department report submitted by Dave Isaacson, Utilities Department.

- Daily work of readings at the water plant, lift station and ponds, fluoride sample collections;
- Submittal of monthly fluoride report to MN Dept of Health;
- Submittal of monthly wastewater report to MPCA;
- Ponds will be discharged in September;
- Installation of new water meters were started;
- New chemical feed pump has been installed;
- New Rest Area signs were installed;
- Took LMC insurance appraiser around town to view areas of hail damage.

Fire Department report submitted by Nick Wright, Assistant Fire Chief.

- Four fire runs and four first responder calls;
- Fire Chief and Assistant Fire Chief will attend the Carlton County Fire Chief August 15<sup>th</sup> meeting.
- Pump testing will be done August 18<sup>th</sup>.
- Motion by Councilor Miller, seconded by Councilor Tollgaard to offer a “conditional membership” firefighter position to Jason Montgomery, motion carried with Councilor Montgomery abstaining from the vote.

Building Department report submitted by Robert Tschida, Building Official.

- Discussion of ordinance compliance, enforcement and options;

Nick Wright left the meetings.

City Council:

- Councilor Lucas stated that he wanted everyone to know that he voted yes to Mayor Klaskin’s request made at the July meeting of contact with city employees by e-mail, text and phone for official business, but if there is any type of inappropriate behavior or harassment of the employees he will bring the subject back for a new vote.
- Councilor Montgomery and Councilor Tollgaard each made statements that to conduct City business the atmosphere needs to change and communication improve.

Unfinished Business:

- Air-fiber & Tom Simi lease agreement discussion, Tabled.
- Fire Department SOP, Tabled;
- Fire Department Contract. Following review of League of Minnesota Cities attorney suggestions. Motion by Mayor Klaskin, seconded by

Councilor Lucas and carried unanimously to approve the contract with the suggested additions and changes.

- Green Step Cities. Councilor Montgomery has arranged for a representative to attend the September Council meeting.

Correspondence:

- Acknowledgement of invitation to a MNDNR Flood Risk Review meeting to be held September 27, 2017;
- Request for recognizing National Pregnancy and Infant Loss Awareness Day; Motion by Councilor Montgomery, seconded by Councilor Lucas and carried unanimously to adopt a resolution of acknowledgement.
- Acknowledgement of MNWARN meeting to be held September 27, 2017;

New Business:

- Presentation of information from LMCIT Loss Control visit. Motion by Councilor Montgomery, seconded by Mayor Klaskin and carried unanimously to have the Fire Chief review and present at a future meeting a recommended Social Media policy for the fire department and EMS. Motion by Councilor Montgomery, seconded by Mayor Klaskin to refer to the Personnel Committee for review and presentation at a future meeting a personal social media use policy.

Mayor Klaskin distributed a form he received from the US Census. Request was made to include the information in the September council agenda packet.

Councilor Lucas stated that he will not attend the September 12<sup>th</sup> Council meeting. He updated the Council about his conversation with the City Attorney concerning nuisance violations, feral cat problems, condemnation procedures and administrative fee ordinances. The City Clerk was instructed to contact the attorney for a sample administrative fee ordinance.

A budget meeting was scheduled for August 22, 2017 at 5:00 p.m.

Motion by Mayor Klaskin seconded by Councilor Miller and carried unanimously to adjourn at 9:00 p.m.

Submitted by,

Bernadine L. Reed/City Administrator/Clerk/Treasurer