

**CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
June 19, 2018**

The regular meeting of the Kettle River City Council was held in the meeting room of City Hall, Tuesday, June 19, 2018.

Members present: Kris Miller, George Klaskin, David Lucas and Tina Tollgaard.

Absent: None

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

Others attending: Marcia Sarvela, Todd Lawrence, Morgan Yeats and Kevin Peura.

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

Klaskin began the meeting with a reading of an LMC publication of the consent agenda and statements of maintaining order of the meeting. Lucas asked if Klaskin will suspend the use of Roberts Rules in controlling the meeting. Lucas stated that Klaskin relied on Montgomery of how to use the procedures. Lucas stated that he would like the suspension of the use until training is provided as the use is confusing. Klaskin stated that the City ordinance will need to be changed to change the use of Roberts Rules. Klaskin stated his reasons for using Roberts Rules and asked Lucas for an alternative. Lucas requested clarification of the use, how it is being implemented and why the use of it was implemented a few months ago. Lucas suggested using the agenda, allowing discussion and motions on the business as listed. Klaskin agreed.

Klaskin requested that minute approval be removed from the consent agenda. Klaskin requested motion on the rest of the consent agenda. Motion by Tollgaard, seconded by Lucas to approve the consent agenda.

- Claims (5399 - 5434)- \$11,839.63;
- Accounts payable - \$14,638.87;
- Donation from “The Beldens” of \$50.00

Klaskin asked for discussion of the minutes. Klaskin stated that he disagreed with the minutes, stated that they are not accurate or business like. Lucas moved to accept the minutes as presented, Miller seconded. Roll call vote: Lucas – Aye, Tollgaard – Aye, Miller-Aye, Klaskin – Nay. Motion to approve carried. Discussion about the reason and solution to the repeated disagreement with the minutes.

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

- Regular daily, weekly and monthly work;
- Meeting minutes, agendas, payroll, financial reports, bank reconciliation, customers, correspondence;
- Attended election training and started requirements.

Utilities Department Report by David Isaacson, Utilities Superintendent.

- Daily work, including but not limited to readings at water plant, lift station and wastewater ponds;
- Bacti, fluoride and nitrate samples were collected;
- Completion of monthly fluoride report;
- Monthly wastewater report;
- Still working on obtaining quotes to repair playground equipment, return calls not received;
- Water leak in the alley behind City Hall has been repaired;
- MPCA inspection of wastewater treatment ponds was recently completed;
- Repair of a float at the lift station has been completed;
- Consumer Confidence Report has been completed and is available;
- Request for clarification of hours of assistant maintenance worker. Discussion of areas being mowed and wastewater treatment ponds mowing requirements.

Fire Department report submitted by Kyle Riel, Fire Chief.

- One fire and four medical response;
- Joint training will be held with Moose Lake on June 20th;
- Recruitment is ongoing;
- Training is currently not available for the new hires, possibly in the fall, Central Lakes College is offering an on-line course that one member is attending;
- Currently there are only three active first responders, discussion took place concerning the procedures for inactive membership.

Building Department report submitted by Robert Tschida, Building Official.

- Two building permits have been issued;
- Nuisance ordinance violation inspections have been completed and letters will be sent soon.

Planning and Zoning:

- Todd Lawrence, Chairman, gave an update to the Council of the projects being discussed by the Commission.
 - Rustic camping research;
 - Water tower project

Unfinished Business:

- Administrative Fees ordinance draft was presented. Following review, discussion of the penalty language and changes of the fee schedule to \$100

for all violations as listed in current nuisance ordinance, motion by Lucas, seconded by Tollgaard and carried unanimously to adopt the ordinance.

- Water tower repair quotes were presented. Motion by Tollgaard, seconded by Lucas and carried unanimously to approve the quote of \$49,500 from Central Tank for the water tower repair project.
- Motion by Tollgaard, seconded by Miller and carried unanimously to contract with Northland Securities for a bond sale of \$75,000, seven-year term. The City Clerk was instructed to contact Northland Securities and MSA Engineering to proceed with the water tower project and to submit an OSHA grant for the portions of the project that meet the grant guidelines.
- The three-month postal tracking ledger was submitted.

New Business:

- Tollgaard moved the adoption of resolution #2018-02, seconded by Miller and carried unanimously to accept Jason Montgomery's resignation and declare a vacancy in the City Council.
- Motion by Tollgaard, seconded by Lucas to accept a quote of \$1,584.00 from Tonka for filter media at the water treatment plant;
- Request from Ma & Pa Kettle Days to authorize a purchase of fireworks in the amount of \$1,697.67 and accept a donation from the Ma & Pa Kettle Days in the amount of \$1,697.67. Motion by Miller, second by Tollgaard and carried unanimously to authorize the request.

Klaskin stated that correspondence from the DNR grant application has been received that the application was denied. Request was made for copies of the grant application and the denial correspondence for the City files.

Klaskin stated that he has been in contact with MNDOT concerning crosswalks on Highway #73. Specifications and a vendor list was supplied to the Mayor. The review completed will only allow for two crosswalks in the City, one at First Ave. South and Second Ave N. the other crosswalk signs will be removed. Discussion of the painting of the crosswalk was held.

A request was made for motion lights on the community center building. Discussion followed.

Lucas asked about the recently distributed newsletter by the Mayor. Discussion followed about distribution and statements made within the newsletter. Tollgaard and Lucas stated that they felt the information was incomplete and not presented correctly. Reed inquired about the amount of City receipts stated in the newsletter. Klaskin stated that he obtained it from the City audit, Reed pointed out that the figure he used eliminated the receipts from two funds, but he used the payroll amounts of these funds to arrive at his percentage of wages. A request was made that Klaskin stop distributing newsletters that have inaccurate information. Klaskin refused.

Kevin Peura left the meeting at 9:00 p.m.

Tollgaard asked about the taping and posting of the meetings and the practice of taping prior and after the Council meeting. Klaskin stated that he has the right to tape, this was not agreed upon, further discussed and a request was made to follow the prior motion of not allowing the Mayor to tape and post the meetings. Lucas attempted to explain that if the meeting is taped and posted it should be done by Council action and be city property.

Motion by Lucas seconded by Miller and carried unanimously to adjourn at 9:05 p.m.

Submitted by,

Bernadine L. Reed
City Administrator/Clerk/Treasurer

Klaskin refused to sign checks presented for payment of claims approved. Tollgaard signed the checks.