

CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
January 3, 2023

The Kettle River City Council meeting was held in the meeting room of City Hall, Tuesday, January 3, 2023.

Members Present: Mayor Lucas, Councilor Collier, Councilor Kohmetscher, Councilor Mascarenas.

Members Absent: Councilor Doward

Staff Attending: Kathryn Lake, City Administrator/Clerk-Treasurer, Jerry Peterson, Utilities Superintendent. Isaac Gran, Fire Department.

Others attending: Laura Simi, Marcia Sarvela, John Peura, Kevin Peura

Mayor Lucas called the meeting to order at 7:05 p.m.

Pledge of Allegiance

Motion to Accept consent agenda made by Councilor Collier and seconded by Councilor Kohmetscher.

- Ayes: Councilor Collier, Councilor Kohmetscher, Councilor Mascarenas, Mayor Lucas.
- Nays: 0.
- Motion carries to approve the following consent agenda items:
 - Minutes of the December 13, 2022, regular council meeting
 - Claims (6625-6645=\$54,095.72)
 - Cash control statement, receipts, and disbursement registers.

Administration Department report submitted by Kathryn Lake, City Administrator, City Clerk/Treasurer:

- Regular daily, weekly, monthly work.
- Working on end of year paperwork
- Talked to the State about the streetlights on main street, they are sending 3 bulbs and a fuse.
- Working with the Sheriff's Department to see if charges can be brought on an individual for water tampering
- Received the State aid
- Received a dividend from the insurance company
- Will be contacting the Sheriff's Department about Mr. Kasden who has not made any further progress on cleaning up his property

CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
January 3, 2023

- Emails will be figured out; the Mayor, Administrator, Fire Chief and Public works will remain with the GovOffice emails, Councilor Kohmetscher and Councilor Mascarenas will keep their current email and Councilor Collier will go to councilmemberCollier@proton.me for his email.

Utilities Department

- Water pumped during December 288,900 gallons
- Flushed 2 hydrants
- Plowed out the hydrants on Hwy. 73, County would like the city to get markers for the hydrants
Motion to purchase Hydrant Markers made by Councilor Collier and seconded by Councilor Kohmetscher. Ayes: Councilor Collier, Councilor Kohmetscher, Councilor Mascarenas, Mayor Lucas. Nays: 0. Motion carries.
- Kurt Hawkins has not come yet; Jerry hasn't been able to get ahold of him
- December 13-15 water consumption went up 1 day -8,000 gallons 1 day-12,000 gallons 1 day- 20,000 gallons.
- Sent bacteria sample December 15 and chloride sample December 22, have not received results.
- Jim Mueller who lives under the water tower has the worst water in town. He brought in his whole house water filter that had been installed for one day. It started out white and was completely brown.

Fire and First Responder Department:

- Isaac Gran- acting Fire Chief
- Motion to accept Isaac Gran as Interim Fire Chief made by Councilor Kohmetscher and seconded by Councilor Mascarenas.
- Ayes: Councilor Collier, Councilor Kohmetscher, Councilor Mascarenas, Mayor Lucas
- . Nays: 0.
- Motion carries.
- Runs 3- fire, 1- medical for December
- Isaac will work with Kyle to figure out the budget for the Fire Department to present at the Fire Commission Meeting.
- Beaver Township has left the Fire Service area and resigned with the McGregor Fire Department

CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
January 3, 2023

- Find out the date of the Fire Commission meeting and send out reminders. Make sure it gets posted.

City Council:

- Request for the change of Kathy Lake's job title to City Administrator. Motion to make the change made by Councilor Kohmetscher and seconded by Councilor Mascarenas.
- Ayes: Councilor Collier, Councilor Kohmetscher, Councilor Mascarenas, Mayor Lucas.
- Nays: 0.
- Motion carries.
- New hire Bob Kohmetscher is doing a good job and willing to continue until a replacement is found.

Committees-

- Acting Mayor- Councilor Mascarenas
- Fire Commission- Mayor Lucas
- Personnel Committee- Councilor Kohmetscher, Councilor Mascarenas
- Planning and Zoning- Mayor Lucas, Councilor Collier
- Building and Utilities Safety- Councilor Kohmetscher, Councilor Mascarenas
- City Newspaper- Pine Knot
- City Bank- First National Bank
- City Attorney- Kennedy and Graven

Councilor Doward expressed interest in being on the Fire Commission and Personnel Committee by text message. However, the Fire Commission appointment is part of the Mayoral duties and at this time the ongoing court case would prevent her from participating in the Personnel Committee.

Planning and Zoning Commission:

- Next meeting will be on February 13, 2023, at 9 am.

CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
January 3, 2023

Personnel Committee:

- Annual reviews for Kathy and Jerry were done separately and both are doing great. Both meet expectations and the Personnel Committee has no concerns on either.
- Motion to accept Kathy's review made by Councilor Collier and seconded by Councilor Kohmetscher.
- Ayes: Councilor Collier, Councilor Kohmetscher, Councilor Mascarenas, Mayor Lucas.
-
- Nays: 0. Motion carries.
Motion to accept Jerry's review made by Councilor Collier and seconded by Councilor Mascarenas.
Ayes: Councilor Collier, Councilor Kohmetscher, Councilor Mascarenas, Mayor Lucas.
Nays: 0.
Motion carries.
- The Personnel Committee would like to review the step structure for wages.

New Business:

- Resolution 2023-01, Adoption of 2023 Committee Appointments. Motion to accept appointments made by Councilor Collier and seconded by Councilor Kohmetscher.
- Ayes: Councilor Collier, Councilor Kohmetscher, Councilor Mascarenas, Mayor Lucas.
- Nays: 0.
- Motion carries.
- Carlson SV fraud inquiries questionnaire to be filled out by a council member and a clerk.

- Motion to adjourn the meeting made by Councilor Collier and seconded by Councilor Mascarenas.
- Ayes: Councilor Collier, Councilor Mascarenas, Mayor Lucas.
- Nays: 0.
- Motion carries. The meeting adjourned at 8:16 pm.

- Motion to reopen meeting made by Councilor Collier and seconded by Councilor Mascarenas at 8:17 pm.

CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
January 3, 2023

- Ayes: Ayes: Councilor Collier, Councilor Kohmetscher, Councilor Mascarenas, Mayor Lucas.
- Nays: 0.
- Motion carries, meeting reopened.

- Motion to issue Tower Taps Liquor License upon receipt of payment made by Councilor Collier and seconded by Councilor Mascarenas.
- Ayes: Councilor Collier, Councilor Kohmetscher, Councilor Mascarenas, Mayor Lucas.
- Nays: 0.
- Motion carries.

- Motion to adjourn the meeting made by Councilor Kohmetscher and seconded by Councilor Mascarenas.
- Ayes: Councilor Collier, Councilor Kohmetscher, Councilor Mascarenas, Mayor Lucas.
- Nays: 0.
- Motion carries. Meeting adjourned at 8:19 pm.

The next regular city council meeting will be held on February 14, 2023, at 7 pm. in the meeting room of City Hall.

Submitted by,
Jamie Dobosenski
Account Clerk