

CITY OF KETTLE RIVER  
CITY COUNCIL MINUTES  
October 10, 2023

The Kettle River City Council meeting was held in the Senior Community Center of City Hall, Tuesday, October 10, 2023, at 7 pm.

**Members Present:** Mayor Lucas, Councilor Kohmetscher, Councilor Doward, Councilor Mascarenas.

**Members Absent:** Councilor Collier

**Staff Attending:** Kathryn Lake, City Administrator/Clerk-Treasurer; Jamie Dobosenski, Deputy Clerk; Isaac Gran, Fire Chief;

**Staff Absent:** Chad Schmidt, Utilities; Rob Tschida, Building Inspector

**Others attending:** Laura Simi, Marcia Sarvela, Earl Nett, John Peura

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

Pledge of Allegiance

- Eric Appelwick from Advanced Utilities could not make the meeting but sent an email to update Kathy on the needs of the Water and Sewer Operations. He will attend the next council meeting.
- Reminder from the Mayor that council members are not allowed to record council meetings on their personal devices.
- Motion to accept consent agenda made by Councilor Kohmetscher and seconded by Councilor Mascarenas. Ayes: Councilor Kohmetscher, Councilor Mascarenas, Mayor Lucas. Nays: Councilor Doward. Motion carries to approve the following consent agenda items:
  - ~ Minutes of the September 12, 2023, regular council meeting
  - ~ Claims (6817-6842=\$10,053.83)
  - ~ Cash control statement, receipts, disbursement registers and bank statement.

**Fire and First Responder Department:**

- 5 fire calls: 2 false alarms, 1 car fire, 1 grass fire, 1 mutual aid house fire.
- 4 med calls
- Turn out gear was delivered to Federated Coop, will be picked up tomorrow.
- Fire Department needs new radios, looking into funding.
- Trucks are all running well.
- One of the newly hired fire fighters is interested in being a first responder, so there will be 4 after his training is done.
- Training for new hires will be this winter.

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**Administrative Department** report submitted by Kathryn Lake, City Administrator/  
Clerk-Treasurer:

- Regular daily, weekly, monthly work.
- 3<sup>rd</sup> Quarter is finished
- Waiting on a quote for lighting from Black Diamond
- Working with Tower Tap on their liquor license
- Water Budget needs to be approved at next meeting
- October 26, 2023, Bolig Engineering will be here to do inspections at 3 pm and would like to meet with council members at 6 pm.
- The draft for the conditional use permit for the campground is finished
- The city attorney sent back the revisions for the animal ordinance.
- Speed limit signs have been delivered but not yet installed.
- Chad is working on fixing issues with the roof on city hall.
- \$10,710.68 in State Aid came in for the Fire Department
- Sent Chris Parthum a quote from Sy/Com for updating the software at the water and sewer stations, he will look for grants to help cover the costs of upgrading.
- Ordered EMS supplies, Carlton County will be reimbursing in full.
- There are residents that need water turned off when Chad is back.
- Payroll won't be done until October 18, 2023.
- Liability waiver

**Utilities Department:** Absent.

**Personnel Committee:**

- Will be scheduling Kathy's annual review
- Will be scheduling Chad's probation period review

**Planning and Zoning Commission:**

- Meeting was cancelled, next meeting will be on December 11, 2023, at 4:30 pm.

**Building Inspector:** Absent.

**City Council:**

- Reminder to council members to return all Audit Books.

**Old Business:**

**New Business:**

- Approval for the Mud Bog to use the ice rink area and the bleachers from the ballfield at next year's Ma & Pa Kettle Days Celebration. Motion to approve was

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- made by Councilor Kohmetscher and seconded by Councilor Mascarenas. Ayes: Councilor Kohmetscher, Councilor Doward, Councilor Mascarenas, Mayor Lucas. Nays: 0. Motion carries.
- Motion to accept Insurance Liability Waiver Form made by Councilor Mascarenas and seconded by Councilor Doward. Ayes: Councilor Kohmetscher, Councilor Doward, Councilor Mascarenas, Mayor Lucas. Nays: 0. Motion carries.
  - Discussion of insuring lagoons tabled for next meeting.
  - Discussion of Amending Animal Ordinance tabled for next meeting.
  - Motion to accept Kalevala Fire Service Contract made by Councilor Kohmetscher and seconded by Councilor Doward. Ayes: Councilor Kohmetscher, Councilor Doward, Councilor Mascarenas, Mayor Lucas. Nays: 0. Motion carries.
  - Motion to accept Automba's Fire Service Contract made by Councilor Mascarenas and seconded by Councilor Doward. Ayes: Councilor Kohmetscher, Councilor Doward, Councilor Mascarenas, Mayor Lucas. Nays: 0. Motion carries.
  - Draft for Conditional Use Permit is finished for councilors to go over. The draft is not for the public.
  - Quote for software upgrades from Sy/Com to update software for meters at the water and sewer stations. Cost for upgrades will be \$11,700 dollars and there is a grant available for up to \$10,000. Approval for upgrades as long as grant is secured, if not council will re-address. Motion made by Councilor Kohmetscher and seconded by Councilor Doward. Ayes: Councilor Kohmetscher, Councilor Doward, Councilor Mascarenas, Mayor Lucas. Nays: 0. Motion carries.
  - Advanced Utilities will be looking into grants for upgrading water meters to be automated.

Motion to adjourn the meeting made by Councilor Doward and seconded by Councilor Mascarenas. Ayes: Councilor Kohmetscher, Councilor Doward, Councilor Mascarenas, Mayor Lucas. Nays: 0. Motion carries.

Meeting adjourned at 8:20 pm.

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

Submitted by,  
Jamie Dobosenski, Deputy Clerk