

CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
December 13, 2022

The Kettle River City Council meeting was held in the meeting room of City Hall, Tuesday, December 13, 2022.

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

Members Absent: unexcused- Councilor Doward, excused- Councilor Kohmetscher.

Staff Attending: Kathryn Lake, City Administrator/Clerk-Treasurer, Jerry Peterson, Utilities Superintendent. Kyle Riehl-Fire Chief

Others attending: Laura Simi, Marcia Sarvela, John 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 Mascarenas.
- Ayes: Councilor Collier, Councilor Mascarenas, Mayor Lucas.
- Nays: 0.
- Motion carries to approve the following consent agenda items:
- Minutes of the November 17, 2022, regular meeting, and the Minutes of the November 22, 2022, closed meeting.
- Claims (6610-6624=\$9,413.99)
- Cash control statement, receipts, and disbursement registers.

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

- Regular daily, weekly, monthly work.
- Completed workers compensation audit and started getting ready for regular audit.
- Mary Sanders inquired about the city purchasing rugs and garbage cans for the Legion Building. The council's recommendation is to ask the American Legion to split cost of these items with the city.
- Kathy contacted the Carlton County Attorney about a court order for Mr. Kasden and was told to start with the Sheriffs department. Nothing is being done at the moment because Mr. Kasden has begun cleaning up. Officer Soderstrum, who went to Mr. Kasden's property, recommended giving him one week then proceeding with a misdemeanor if he does not remove everything.
- Kathy is checking into the cost of turning the city's streetlights to LED's and is waiting on estimates from two companies. Kathy will look into grants from the

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state for financial assistance. The streetlight by County Road 12 may have to be switched as the type of light bulb it uses is no longer available and the bulb is broken.

- Kathy has tried to get ahold of Richard Drotning, the commercial inspector for the city and has had no response. Kathy talked to Duane Grace the previous commercial inspector and he would be able to start January 1, 2023.
- Motion made by Councilor Collier and seconded by Councilor Mascarenas to release Richard Drotning and rehire Duane Grace as the city's commercial inspector.
- Ayes: Councilor Collier, Councilor Mascarenas, Mayor Lucas.
- Nays: 0.
- Motion carries.
- Motion made by Councilor Mascarenas to purchase a new desk for under \$500 for the office and seconded by Councilor Collier.
- Ayes: Councilor Collier, Councilor Mascarenas, Mayor Lucas.
- Nays: 0.
- Motion carries.
- Rob Tschida has continuing education courses coming up in January 2023. The cost for the course would be \$300 + Hotel for two days and is in the Cities.
- Motion to approve Mr. Tschida taking the course made by Councilor Collier and seconded by Councilor Mascarenas.
- Ayes: Councilor Collier, Councilor Mascarenas, Mayor Lucas.
- Nays: 0.
- Motion carries.

Utilities Department

- 229,400 gallons of water
- The sodium permanganate pump arrived and was installed on December 2, 2022 and is up and running.
- Curt Hawkinson from Minnesota Rural Water is coming to see why the water turns bad the day after back washing the filters.
- Lead/Copper results came back within the guidelines. The guidelines are within 1 to 5 and we are at 3.
- Ponds were discharged and there should be enough room for winter.
- Thien Well wants a signed contract for yearly pump inspections on the wells. The previous company McCarthy Well sold out and the company that took over never showed. Thien Well already inspects Cromwell's wells. Their price is \$275 to do a 17-point inspection, McCarthy's price was \$520 for same inspection.

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- The brush pile was burned.
- The tractor will need diesel fuel. The city council recommends buying a can for diesel and storing it in the shed.
- The bypass is hooked up on lift station.
- The old tractor was picked up and the lawn mower was also picked up.
- The side street entrances will need to be plowed and opened after Highway 73 is plowed.

Fire and First Responder Department:

- 3 fire and 4 medical runs in November
- 0 fire and 0 medical runs so far for December
- Bob Kohmetscher has been given information on the training starting in January in Carlton.
- The Fire fighter currently in training injured his back and his certification will be delayed.
- The last fire department meeting was cancelled.
- Beaver Township wants to cancel their contract with Kettle River Fire Department and go with Aitkin County. The Fire Commission should be notified so they know what is going on before the next Fire Commission meeting. Beaver Township should contact the McGregor Fire Department about setting up a mutual aid agreement with Kettle River as McGregor is 30 minutes away from some areas of Beaver Township. Kathy should send letters to the Fire Commission, so they know what is happening.

City Council:

- The fire pit at the Christmas Celebration was appreciated by the community members and next year weather permitting, having marshmallows to roast was mentioned.
- Thanks to the Ma and Pa Committee for the work put into the Christmas Celebration.

Committees-

Planning and Zoning Commission:

- No interest in remaining city properties that are for sale.
- No contact from purposed slaughterhouse

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- Campground is slowly moving forward; The Eschenbach property will not be split until August or after due to rules with the mortgage company. In early summer the city council would like to hold a public hearing for the community about the proposed campground.
- The need for repairing the playground should be revisited as the person who held the bid to do the work never fixed the equipment.

Personnel Committee:

- Councilor Mascarenas and Mayor Lucas interviewed Bob Kohmetscher to temporarily fill the maintenance position.
- Motion to accept the resignation of Bob Kisler effective 12/14/2022, made by Councilor Collier and seconded by Councilor Mascarenas.
- Ayes: Councilor Collier, Councilor Mascarenas, Mayor Lucas.
- Nays: zero.
- Motion carries.
- Motion to hire Bob Kohmetscher from now until April at \$12 per hour for maintenance starting December 15, 2022. Made by Councilor Collier and seconded by Councilor Mascarenas.
- Ayes: Councilor Collier, Councilor Mascarenas, Mayor Lucas.
- Nays: 0.
- Motion carries.
- An ad should be placed in the newspaper for a permanent maintenance worker. Starting wage would be \$12+ per hour depending on experience. Skills needed are basic math, basic equipment operation, and a Class C license.
- Motion to place an ad in the newspaper made by Councilor Mascarenas and seconded by Councilor Collier.
- Ayes: Councilor Collier, Councilor Mascarenas, Mayor Lucas.
- Nays: 0.
- Motion carries.
- John Mikrot's contract was cancelled on the offer of Phil Entner who volunteered his time to help with the sewer needs until Jerry was certified. The board in Moose Lake decided for Mr. Entner to help out they would need to charge the city of Kettle River \$750 per month. Mr. Mikrot has agreed to stay on a month-to-month basis until Jerry is certified. Jerry cannot take his wastewater exam until March. There is a class available in January, but no test. March 8, 2023 would be

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the next class and the test would be on March 9, 2023. Mr. Mikrot would charge less as he would only be doing the sewer.

Building Inspector:

- 1 building permit was issued for Roberta Herington to replace windows
- June Suomela inquired about a building permit to replace windows but has not returned the application.

Correspondence:

- A letter from Kennedy and Graven to notify the city of a rate increase. The current rate is \$155 per hour and will raise to \$180 per hour for attorneys working on non-routine services, paralegals will be \$105 per hour, and law clerks \$85 per hour. For development and redevelopment matters attorneys will go from \$160 to \$185 per hour, paralegals will be \$130 per hour and law clerks will be \$110 per hour. Rates will increase on January 1, 2023.
- Letter from MN Department of Health for approval of the wellhead protection plan part II.
- Letter from Beaver Township for 120-day notice to dissolve fire service contract
- Letter from League of Minnesota Cities acknowledging another claim by Mr. Kasden.
- Croix Management Company for the Kettle River Apartments claiming the City is responsible for the sewer issues. The City should look into having someone put a camera in the pipe and look for clogs even though no one else on that line is having issues.
- Minnesota Pollution Control Agency public hearing notice. The hearing is on February 16, 2023, at 2 pm. If anyone would like more information, it is available in the office.

Old Business:

- Water and Sewer debt service rate- left as is until next budget cycle
- Proton mail- Motion to accept Proton mail as the new email provider at 3.99 per month, which is cheaper than the current provider. Motion made by Councilor Mascarenas and seconded by Councilor Collier. Ayes: Councilor Collier, Councilor Mascarenas, Mayor Lucas. Nays: 0. Motion carries.

New Business:

- Resolution 2022-14 Property Tax Levy. General fund= \$89,220.00, G.O. Water Bond Series 2018A= \$12,968.

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- Motion to accept Resolution 2022-14 made by Councilor Collier and seconded by Councilor Mascarenas.
- Ayes: Councilor Collier, Councilor Mascarenas, Mayor Lucas.
- Nays: 0.
- Motion carries.
- Resolution 2022-15 Special Assessments = \$3,450 and Delinquent water and sewer bills = \$3,346.58 these amounts will be assessed to taxes.
- Motion to accept Resolution 2022-15 made by Councilor Mascarenas and seconded by Councilor Collier.
- Ayes: Councilor Collier, Councilor Mascarenas, Mayor Lucas. Nays: 0.
- Motion carries
- Resolution 2022-16 Interactive Technology. Regarding utilization of interactive technology for city council meetings. The city must adhere to the Minnesota Statutes Chapter 13D, the Open Meeting Law. Statute 13D.02 establishes the utilization of using interactive technology for conducting council meetings. 13d.02 subdivisions 1 and 4 state if a member of city council must perform their duties by using interactive technology their location must be given in the meeting posting and must be at an open location available to the public unless it is for medical or military reasons. Given these requirements and because the city is not required by the statute to allow interactive technology to be used during council meetings Resolution 2022- 16 requires:
 - 1. That all council meetings be attended in person by the mayor and all members of city council and,
 - 2. City staff and City consultants are allowed to use interactive technology to attend council meetings as they are not subject to Statute 13D.02 subdivision 4.
- Motion to accept Resolution 2022-16 made by Councilor Collier and seconded by Councilor Mascarenas.
- Ayes: Councilor Collier, Councilor Mascarenas, Mayor Lucas.
- Nays: 0.
- Motion carries
- Contract from Thien Well- Motion to approve contract made by Councilor Collier and seconded by Councilor Mascarenas.
- Ayes: Councilor Collier, Councilor Mascarenas, Mayor Lucas.
- Nays: 0.
- Motion carries.
- Leave of Absence- John Lingle for 1 year from the Fire Department starting January 1, 2023.

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- Motion to accept made by Councilor Collier and seconded by Councilor Mascarenas.
- Ayes: Councilor Collier, Councilor Mascarenas, Mayor Lucas.
- Nays: 0.
- Motion carries.
- Leave of Absence- Kyle Riel, for 1 year from the Fire Department starting January 1, 2023.
- Motion to accept Leave of absence for Kyle Riel made by Councilor Collier and seconded by Councilor Mascarenas.
- Ayes: Councilor Collier, Councilor Mascarenas, Mayor Lucas.
- Nays: 0.
- Motion carries.

Resignation- for Tricia Riel from Fire Department starting January 1, 2023.

- Motion to accept resignation from fire department for Tricia Riel made by Councilor Collier and seconded by Councilor Mascarenas.
 - Ayes: Councilor Collier, Councilor Mascarenas, Mayor Lucas.
 - Nays: 0.
 - Motion carries
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- 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. Meeting adjourned at 9:05 pm.

The next regular city council meeting will be held on January 3, 2023, at 7 pm. in the meeting room of City Hall.

Submitted by,
Jamie Dobosenski
Account Clerk