

CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
July 11, 2023

The Kettle River City Council meeting was held in the meeting room of City Hall, Tuesday, July 11, 2023.

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

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

Absent: Rob Tschida, Building Inspector

Guest Speakers: Joe, JPJ Engineering; Eric Appelwick, Advanced Utilities; Jeff Dotseth, Mn State Representative.

Community Members: Marcia Sarvela, Judy Collier, Tina Tollgaard, Patty Lund, Ed Lund, Laura Simi, Kenneth Harju, Cindy Bruski, John Peura.

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

Pledge of Allegiance

- Joe from JPJ Engineering offering services to help with the mandatory Lead Service Line Inventory required by the Minnesota Department of Health. This Inventory needs to be completed by October of 2024. Water systems that were installed prior to 1985 may contain lead components that need to be replaced. There is funding available, and the application needs to be turned in by July 20, 2023. JPJ Engineering also offers City Engineering on a consultant basis. No retainer is required and the hourly rate of \$140 per hour and \$105 per hour for an engineering tech. depends on the city's need. Contracts are flexible from 1-3 years and vary according to community needs. JPJ Engineering focuses on smaller cities and has offices in Hermantown and Hibbing.
- Eric Appelwick from Advanced Utilities offers services to the city for Water and Sewer compliance. Advanced Utilities would take over operations of the Water treatment and wastewater treatment needs. Option to install an automatic meter reader for around \$5,000 or have a city employee read the meters daily. Advanced Utilities would submit the Monthly DMR reports to the state and also a Client report to the City. They have a 24-hr. emergency response number. Advanced Utilities is also starting to offer lawnmowing/snow removal. Their estimated quote for operations is \$3,100 per month. The council is going to make a cost comparison between Advanced Utilities and the current system of operations. Funding options may be available for system upgrades.

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- Jeff Dotseth, the Minnesota State Representative for District 11A asking the community and council needs or upcoming projects. He would like the community and City to stay in touch with him about future projects or other needs, so he can help in any way possible, and he will keep the city and surrounding cities updated with available funding options from the State of Minnesota.
- Todd Lawrence would like permission to paint lines for a Pickle Ball Court at the Basketball Court. He volunteered to provide the net and other items needed for Pickle Ball and to paint the court himself. The Pickle Ball items will be available at his place near the ice and wood, for anyone to use.
- Laura Simi is having an issue with stray cats at her house. The neighbor seems to have abandoned her cats and they are invading Laura's property and destroying her garage.
- Chad Schmidt would like to clear up comments and allegations made by Councilor Doward about him, his qualifications, and his personal business. He is asking that she stop attacking and harassing him. Councilor Doward denies any wrongdoing.

Motion to Accept consent agenda made by Councilor Collier and seconded by Councilor Kohmetscher. Ayes: Councilor Kohmetscher, Councilor Mascarenas, Mayor Lucas, Councilor Collier. Nays: Councilor Doward. Motion carries to approve the following consent agenda items:

- Minutes of the June 12, 2023, regular council meeting, with the following corrections. Pg. 1, line 5 remove "with the done", pg. 6 should read "lowest rates in the State."
- Claims (6750-6765=\$4,180.81)
- Cash control statement, receipts, and disbursement registers.
- Bank Statements

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

- Regular daily, weekly, monthly, Quarterly work.
- KLM said there is no need for a bladder tank
- Thien Well has not responded to email sent.
- Kathy order 15 mile per hour speed limit signs from the county, unknown arrival date.
- Updating the building code with Mr. Tschida, per the state's request, Ordinance will need to be revised.
- Seven disconnect letters will be mailed this week.
- The kids give aways for National Night Out have been ordered, the cost was split between the Fire Department and the 100 Fund.
- 1 building permit was issued for roofing.
- The title change for Terry O'Leary was a total of \$282.00.

Utilities Department

- Water pumped in June 228, 600 gallons.
- Ponds have been discharged; John did all the testing.
- Fluoride pump should arrive on Friday 7/14/2023.
- MRWA is trying to contact John about the filter clean out.
- The two speed limit signs will need to be installed when they arrive.
- Mowing need to be completed for the week, city will be looking into hiring a mowing service.

Fire and First Responder Department:

- 5 Fire, 3 were mutual aid
- 2 Medical
- 1 application for a Fire Fighter, Logan Tomczak, interviewed and recommended.
- 1 application for a First Responder, John Peura, interviewed and recommended.
- The parade policy will be changed to 1 fire truck limited to parades in case of call out, gear will need to be in truck in case of Emergency.
- Tom Simi is unable to find online training options, Chief Gran will check into it.

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City Council:

Committees-

Building Inspector: Absent.

Personnel Committee:

- 1 application was received for the Utilities position. The committee's recommendation is to start the applicant part time. They feel she is looking to work for a larger city and wants to make sure that she will stick with her position for a smaller city. Although she is not licensed, she does have experience and knowledge. The committee will offer her the position on a part-time basis and hold a special meeting to hire her if she accepts.

- Councilor Doward recommends looking into a Temp Agency for future staffing needs.

- Office Hours: 8-12 Monday-Thursday
- Kathy's Hours: 8-2

Planning and Zoning Commission:

- A special meeting for Planning and Zoning is scheduled for Friday, July 14, 2023, at 4:30 pm to discuss the campground. There will be a workshop for Council Members to discuss guidelines and ordinances before a Public Hearing is scheduled. The workshop will be held on Tuesday, July 18, 2023, at 6:30. Notice will be posted.

Correspondence:

- League of Minnesota Cities rates will increase by 4.5% starting September 1, 2023- August 2024.
- MRWA-SERV Line Leak Protection Program- Kathy will get more information on what it is.
- Carlton County Transfer Station will have a rate increase.
- Beaver Township sent a Thank You note to the Fire Department for their service and professionalism at 140th Street on May 4th, 2023.

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Old Business:

- Councilor Doward's Proposed Policies and Resolutions:
 - Policy for Scraping City Owned Property. Motion to approve made by Councilor Doward and seconded by Councilor Kohmetscher. Councilor Kohmetscher retracted her second. Motion Fails. Councilor Doward alleges two previous employees admitted to her that they stole money from the city on two separate occasions. However, Councilor Doward will not show proof or name the employees.
 - Resolution for Collaborative Efforts to Recoup Misappropriated Funds and Ensure Accountability. Motion to approve made by Councilor Doward. No second to motion. Motion failed. The city already collaborates and cooperates with law enforcement and other agencies.
 - Resolution for Council Transparency and Financial Oversight in the City of Kettle River, Minnesota. Motion to approve made by Councilor Doward and Seconded by Mayor Lucas. Ayes: Councilor Doward. Nays: Councilor Collier, Councilor Kohmetscher, Councilor Mascarenas, Mayor Lucas. Motion Fails. All financial information is already given to each councilor before the meeting and if the public wants to review the City's Financial Records, it is available in the office.
 - Resolution to Provide Elected Officials Access to City Policies and Governance Documents. Motion to approve made by Councilor Collier and seconded Mayor Lucas. Ayes: Councilor Doward. Nays: Councilor Collier, Councilor Kohmetscher, Councilor Mascarenas, Mayor Lucas. Motion Fails. It is agreed the City's policies should be made available on the city's website. The Government Documents are already available there.
 - Resolution to provide city officials with free use of city public venues. Motion to approve made by Councilor Doward and seconded by none. Motion Fails.
 - Resolution to Address Discipline Structure and Combat Harassing Behavior in the City of Kettle River, Minnesota. Motion made by Councilor Doward and seconded by none. Motion Fails. There are already policies in place.
 - Resolution to Implement Event Fee for Non-Profit and For-Profit Events in the City of Kettle River, Minnesota to Generate Revenue. Motion made by Councilor Doward and seconded by none. Motion Fails.
 - Resolution for the Sale of Commercial Land or Buildings in the Small Rural City of Kettle River. Motion made by Councilor Doward and Seconded by Mayor Lucas. Ayes: Councilor Doward. Nays: Councilor Collier, Councilor Kohmetscher, Councilor Mascarenas, Mayor Lucas.

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Motion Fails. The city should have no rights or responsibilities in the sale of private property.

- National Night Out is on Aug. 1, 2023, from 5-7:30 pm. All council members should be present.

New Business:

- Motion to accept Logan Tomczak to the Fire Department made by Councilor Kohmetscher and seconded by Councilor Collier. Ayes: Councilor Collier, Councilor Kohmetscher, Councilor Doward, Councilor Mascarenas, Mayor Lucas. Nays: 0. Motion carries.
- Motion to accept John Peura as an Emergency First Responder made by Councilor Collier and seconded by Councilor Mascarenas. Ayes: Councilor Collier, Councilor Kohmetscher, Councilor Doward, Councilor Mascarenas, Mayor Lucas. Nays: 0. Motion carries.
- Motion to approve Pickle Ball Court made by Councilor Collier and seconded by Councilor Doward. Ayes: Councilor Collier, Councilor Kohmetscher, Councilor Doward, Councilor Mascarenas, Mayor Lucas. Nays: 0. Motion carries.

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

The meeting adjourned at 9 pm.

The next regular city council meeting will be held on Tuesday, August 8, 2023, at 7 pm in the meeting room of City Hall.

The City Council Workshop is on Tuesday, July 18, 2023, at 6:30 pm.

Submitted by,
Jamie Dobosenski
Deputy Clerk