

CITY OF KETTLE RIVER  
CITY COUNCIL Workshop MINUTES  
July 18, 2023

A workshop for the City Council was held in the meeting room of City Hall, Tuesday, July 18, 2023.

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

**Members Absent:** Councilor Doward

**Staff Attending:** Jamie Dobosenski, Deputy Clerk; Rob Tschida, Building Inspector

**Others attending:** Ike Miller, Calen Eschenbach, Judy Collier.

Mayor Lucas called the workshop to order at 6:35 p.m.

This workshop was held to discuss the ordinances and special use permit for the upcoming privately owned campground.

- Mr. Miller will need to get formal plans from a certified engineer for his campground. He will also need to contact the Minnesota Department of Health and the Minnesota Department of Labor and Industry with these plans. Once that is done and the plans are approved through those departments, the engineer for the City of Kettle River will also need to approve the campground plans. There will need to be underground shutoffs for the water lines and each shutoff can only have 4 water lines coming off of it to be able to keep water pressure at required levels. An engineer will be able to give options on how to run the water lines to the 30 campsites.
- The well head protection contacts with the state okayed having the purposed gas station at the campground as long as all protocols are followed with a concrete containment area, and it is outside the DWSMA Boundary Lines.
- There will be 5-9 full hook-up campsites, meaning water/sewer and electricity and up to another 21 campsites with water and electricity available. The City has enough space in the sewer ponds to allow up to 9 campsites and shower house to be connected to the city's sewer. Figuring out billing for water/sewer will need to be done after an engineer has a plan for the water/sewer installation.
- Large Fireworks will not be allowed in the campground, only small ones like sparklers. The City's policy is for large fireworks an application needs to be filled out and a Fire Marshall has to okay the use.
- ATV's/OHM's will need to stay off residential streets, the campground will post signs notifying campers which way to go. City Council will go over the ATV ordinances for Carlton County and bring them to the next scheduled council meeting.

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Mr. Miller has drafted a list of rules and regulations for his campground:

- RV appearance requirements: They should be in good condition and working order. Minor issues are acceptable. RVIA certification is required.
- Campsites need to be kept clean
- Campfires in fire rings: cannot be left burning unattended, no burning garbage
- Removal of garbage daily
- Check-in/check-out after 4 pm.
- Quiet time from 10 pm to 8 am
- Good behavior only; breaking rules will result in termination of reservation
- No smoking in shower house
- 2 pets per campsite, leashed at all times
- No fire works
- Temporary shade structures only, no permanent structures at campsites
- Speed limit in campground is 10 mph

The land will need to be rezoned to R-R. A public hearing will be held by the Planning and Zoning Commission then passed to City Council.

Conditional use permit:

- Signs: What types of signs will the campground have? There should be signs on the trail directing ATV's and on Highway 73 for Entrance Directions. Anything on Hwy. 73 will need to be approved by the state. The County will need to approve trail signs.
- The campground will need to have Liability Insurance Coverage.
- There will need to be some type of screen implemented, to block the campground from neighboring views. Trees will be the best option, because of the drop from the road to the ditch, a fence would obsolete. Possibly a mix of spruce and poplar trees.
- Setbacks for campsites will need to be figured out. In R-R the setbacks are 60 ft. however that is for house, garages, etc. There are no setbacks for campsites. The city can figure out what they want the setback to be and put it in the special use permit.
- Traffic for the campground will be directed to using mainly second street, reducing neighborhood traffic. The campground is going to be a seasonal

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campground however until all spots are reserved for seasonal use, it will be weekly reservations. The maximum number of campsites allowed is 30 sites per the size of shower house they are building.

- No rowdiness or excessive noise allowed to be enforced by campground management.
- There is a road going to the trail that could be used for ATVs to access the trails without going through the residential areas. Mr. Miller has offered to maintain that roadway and put-up signs, so it is known that it is for ATV trail access only.
- All campsites will need to be numbered for emergency purposes.
- Roads in campground will need to be wide enough for emergency vehicles
- The current Conditional Use Permit requires the applicant to prove financial ability to build.
- The conditional use permit should allow for the High-Octane Gas Station and vending area.
- Conditional Use Permit can have a time limit instead of revisiting it every year. The permit would be good for as long as the applicant owns the property. The city would check in every year to review the rules. If sold the new owners would need to apply for a new conditional use permit.
- There will be a Conditional Use Permit instead of ordinances made for the campground. The city will update the ATV ordinances. The city will pay for their portion and Mr. Miller will cover his portion of costs.

Planning and Zoning will hold a Public Hearing for the rezoning of the property August 7, 2023, at 6 pm.

In September there will need to be another Public hearing for the Conditional Use Permit.

Workshop ended at 8:37 pm.

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

Submitted by,  
Jamie Dobosenski  
Account Clerk