

CITY OF KETTLE RIVER
COUNCIL MEETING MINUTES
March 15, 2023

The Kettle River City Council meeting was held in the meeting room of City Hall, Wednesday, March 15, 2023, at 7:00 PM.

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

Staff Attending: Kathryn Lake, City Administrator/Clerk-Treasurer; Jerry Peterson, Utilities Superintendent; Jamie Dobosenski, Account Clerk; Rob Tschida, Building Inspector.

Guests Attending: Laura Simi, Marcia Sarvela, Judy and Gary Marsyla, Bob Kohmetscher, Ken Harju, Monique Doward, Patricia Lund, Edwin Lund, Taylor Miller, Cindy Bruski, Jesse Kemp, Kevin Peura, John Peura, Ken Harju.

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

Pledge of Allegiance

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

- **Ayes:** Councilor Kohmetscher, Councilor Mascarenas, Mayor Lucas, Councilor Collier
- **Nays:** 0.
- **Motion carries to approve the following consent agenda items:**
 - Minutes of the February 14, 2023, regular council meeting
 - Claims (6674-6685=\$4,844.08)
 - Cash control statement, receipts, and disbursement registers.

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

- Regular daily, weekly, monthly work.
- Audit check list from the State of Minnesota was filled out and sent to CarlsonSV
- Kathy and Jerry have Prevention Loss Training in April, more information will be brought to the April Meeting.

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Utilities Department report submitted by Jerry Peterson, Utilities Superintendent.

- 179,500 gallons of water pumped in February.
- Still back washing filters twice a week
- Filters will need to be cleaned this spring to get the iron built up out and should help get rid of the orange color in the water.
- Jerry attended the Sewer Certification and will get his results in 2 weeks.

Fire and First Responder Department: No one present from the Fire Department

City Council:

- The auditor returned the report and had suggestions. Going forward there will be two party authentications needed on packages received as proof of receipt.
- Ms. Doward has requested to take her seat on the council back. A resolution will be made for the councilmembers to vote on at the April meeting.

Committees-

Personnel Committee:

- The Step Structure for Employee Pay has been figured out.
- The motion made to change Jamie Dobosenski's title from Account Clerk to Deputy Clerk was made by Councilor Collier and seconded by Councilor Mascarenas.
- **Ayes:** Councilor Collier, Councilor Kohmetscher, Councilor Mascarenas, Mayor Lucas.
- **Nays:** 0.
- **Motion carries. This title change does not come with a raise.**
- Alex Stolberg, the new maintenance hire, has not called/ no showed for the last 5-6 days. Multiple attempts to contact him were unsuccessful and his keys were left in the City Truck. Bob Kohmetscher has been filling in. Motion made to terminate Alex Stolberg was made by Councilor Collier and seconded by Councilor Kohmetscher.
- **Ayes:** Councilor Collier, Councilor Kohmetscher, Councilor Mascarenas, Mayor Lucas.

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- **Nays:** 0.
- **Motion Carries**
- The ad will need to be placed for the maintenance position in the newspaper.
- Motion to reinstate Bob Kohmetscher, retro actively, to the maintenance position until it is filled, or he returns to his main job, made by Councilor Collier, and seconded by Councilor Mascarenas.
- **Ayes:** Councilor Collier, Councilor Mascarenas, Mayor Lucas.
- **Nays:** 0. Councilor Kohmetscher abstained from voting due to relationship.
- **Motion carries.**

Planning and Zoning Commission:

- Next meeting is April 10, 2023, at 9 am.

Building Inspector report submitted by Rob Tschida, Building Inspector.

- Rob finally inspected the house owned by Michael Brown. It is not up to code and has multiple structural issues. The gas company did go and disconnect and lock the gas meter. The camper has been removed from the property. Rob recommended the house be torn down and has yet to hear back from the contractor on what the plan is going forward.

Correspondence:

- Barnum High School asking for donations for Post Prom. Motion to donate \$50 made by Councilor Kohmetscher and seconded by Councilor Mascarenas.
- **Ayes:** Mayor Lucas, Councilor Mascarenas, Councilor Collier, Councilor Kohmetscher.
- **Nays:** 0.
- **Motion carries.**
- Moose Lake Historical Society asking for donations. Motion to donate \$50 made by Councilor Collier and seconded by Councilor Mascarenas.
- **Ayes:** Councilor Mascarenas, Councilor Collier, Councilor Kohmetscher, Mayor Lucas.
- **Nays:** 0.
- **Motion carries.**
- Lake Country Power to increase Commercial Rates in September of 2023.

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Old Business:

New Business:

- Motion to approve the 2024 Fire Department Budget made by Councilor Collier and seconded by Councilor Kohmetscher.
- **Ayes:** Councilor Mascarenas, Councilor Collier, Councilor Kohmetscher, Mayor Lucas.
- **Nays:** 0.
- **Motion carries.**
- Motion to approve Beaver Township leaving the Kettle River Fire Service Area made by Councilor Kohmetscher and seconded by Councilor Mascarenas.
- **Ayes:** Councilor Mascarenas, Councilor Kohmetscher, Councilor Collier, Mayor Lucas.
- **Nays:** 0.
- **Motion carries.**
- Motion to change City Newspaper back to Star Gazette made by Councilor Kohmetscher and seconded by Councilor Collier.
- **Ayes:** Councilor Mascarenas, Councilor Kohmetscher, Councilor Collier, Mayor Lucas.
- **Nays:** 0
- **Motion carries**
- The Appeals and Equalization meeting will be held on April 19, 2023, at 10 am.
- The City BBQ will be held on May 6, 2023, from 12pm to 4pm.
- Motion for Federated Co-op to be official secondary package drop off location when City Hall is closed made by Councilor Mascarenas and seconded by Councilor Collier.
- **Ayes:** Councilor Collier, Councilor Mascarenas, Councilor Kohmetscher, Mayor Lucas.
- **Nays:** 0.
- **Motion carries.**
- City Hall/Senior Center/Fire Department Building needs repairs. These repairs include two new service doors, one on the south side and one on the west side, one new window to replace damaged window on south side. Possible installation of gutters and downspouts, ice guards on roof to prevent snow from avalanching off roof. Motion to place an ad for Bids on work needed in the newspaper made by Councilor Collier and seconded by Councilor Mascarenas.

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

- Motion to adjourn the meeting was made by Councilor Collier and seconded by Councilor Kohmetscher.
- **Ayes:** Councilor Kohmetscher, Councilor Mascarenas, Mayor Lucas, Councilor Collier.
- **Nays:** 0.
- **Motion carries.**
- The meeting adjourned at 8:15 pm.

The next regular City Council Meeting will be held on Thursday, April 13, 2023, at 7 pm in the meeting room of City Hall.

Submitted by,
Jamie Dobosenski
Deputy Clerk