

**CITY OF KETTLE RIVER**  
**CITY COUNCIL MINUTES**  
**February 2, 2022**

Kettle River City Council meeting was held in the meeting room of City Hall, Tuesday, February 2, 2022.

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

**Absent:**

**Staff Attending:** Kathryn Lake, City Administrator/Clerk-Treasurer, Gerald Peterson, Acting Utilities Superintendent, David Isaacson, Utilities Superintendent, Robert Tschida, Building Inspector.

**Others attending:** Marcia Sarvela, John Mikrot, John Puera, Mike Hofford and Kevin Peura

Mayor Lucas called the meeting to order at 7:01 pm

Mr. Mikrot offered his services as a private contractor if the city is in a pinch/doesn't have staff to complete duties.

Consent agenda: changes to the minutes- the Ayes need to be added to the motion with the Cost-of-Living motions. \* One of the votes needs to change Councilor Doward's vote to Absent \*take out the additional Kohmetchers error.

Motion to accept consent agenda by with the above changes

Councilor Collier: Aye

Councilor Mascarenas: Aye

Councilor Kohmetscher: Aye

Councilor Doward: Aye

Mayor Lucas: Aye

*Motion carries*

**Consent Agenda**

1. Minutes of January 11, 2022, regular council meeting.
- 2) Claims (6435-6448 = \$2,626.53)
- 3) Cash control statement, receipt, and disbursement registers.

**Administrative Department:**

- Regular daily, weekly, monthly duties were carried out.
- Spoke with Ben Feldmen

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- Spoke with Andrew Sharp with Commercial building permits. He would like to be contacted about what the City's main concerns were with his contract as he would be willing to work around them.
- Spoke with Greg Bernu about Mr. Kasden's things and he said he is working with the county attorney because he has refused all contact and he is storing trailers on county land. They should know more in a few weeks.
- Spoke with Mark Carlson about Silver Township not paying. They will be bringing this up at the fire commission meeting. One of the biggest concerns is how many people are actually going to a fire when our fire department attends because there is supposed to be a minimum of 4 per Sue P.
- Spoke with Kyle Holmes and let him know that Councilor Kohmetscher and Mayor Lucas have completed their training.
- Got an email from UBMax that they have put out a training for new billing clerks to learn the system.
- No parking signs are sitting at the county waiting to get picked up.

## **Utilities Department:**

- Total water usage for the month of January: 251,800 gallons
- Reports still need to be input
- DNR water usage report was completed by Kathy
- Brush pile will be burnt when the wind dies down
- Complaints of poor water quality from the homes closest to the water tower, 75-80% of the town has PVC pipes. The majority of the rust in the water is coming from the stand pipe. KLM wants to do a 2 part bid for the job.
- Dave has been marking down instructions on a calendar for the new hire.
- Dave wanted to thank Kyle for getting the skating rink flooded, and also to remind him to use the fire hydrant on 3rd ave. north or the one down by the lift station.
- Label and tag all the drawers at the water plant and type up a vendor contact sheet.
- The council needs to figure out a bulk water price for 2022. Mlaskoch construction should not be able to get any water until they pay their water bill in full.
- Mayor Lucas was wondering why the water and sewer bills were estimated this month? Dave stated that the meters weren't shoveled out and that he isn't supposed to be walking that much.
- Mayor Lucas asked Dave to make up a list of tools the city is going to need to purchase

## **City Council:**

- Councilor Kohmetscher stated that she had a citizen contact her about the floor in the recycling shed and that it is very slippery. This is a county building, could they put in

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non-slip mats, have it painted with non-slip paint, or a caution sign? Kathy will contact the county about this.

- 3 applications for the city clerk position
- 2 applications for the water and sewer superintendent
  
- The interviews went well. Council members Kohmetscher and Mascarenas would like to recommend Wendy Newbloom for the Clerk position and Mike Hofford for Utilities Superintendent.

Councilor Collier made a motion seconded by Councilor Kohmetscher to accept Wendy Newbloom, the personnel committee's recommendation, for the clerk position, contingent on a background check.

- Councilor Collier: Aye
- Councilor Mascarenas: Aye
- Councilor Kohmetscher: Aye
- Councilor Doward: Nay
- Mayor Lucas: Aye
- *Motion Carries*

Councilor Collier made a motion, seconded by Councilor Mascarenas to accept the personnel committee's recommendation to hire Mike Hofford for the water and sewer superintendent at \$18.00/hour for a 6 month contingency period, contingent on a background check.

- Councilor Collier: Aye
- Councilor Mascarenas: Aye
- Councilor Kohmetscher: Aye
- Councilor Doward: Aye
- Mayor Lucas: Aye
- *Motion Carries*

**Old Business:**

- There was a discussion of Mike Beutow and the city's liability versus his. It was discussed that as the contractor he should have known what certificates were necessary. He did not have the proper certification to complete this job and he went ahead anyway. The council decided that although they did not have liability, they need to implement a checklist before authorizing work to be done to avoid this situation in the future.

Councilor Collier made a motion seconded by Councilor Kohmetscher to not pay the bill from Mr. Beutow.

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- Councilor Collier: Aye
  - Councilor Kohmetscher: Aye
  - Councilor Mascarenas: Aye
  - Councilor Doward: Nay
  - Mayor Lucas: Aye
  - *Motion Carries*
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- The council discussed the proposal for the commercial building inspector and they stated that their biggest objection to the proposal was the \$250 flat fee per month when the city rarely has use for a commercial building inspector.
  - There was a discussion about a Council Member not getting a permit for replacing windows and how council members should be setting an example. It was discussed that the permits go through Robert Tschida and the flat fees should be posted on the city website.

Councilor Collier made a motion, seconded by Councilor Kohmetscher to donate \$50.00 to the Moose Lake Historical Society

- Councilor Collier: Aye
- Councilor Mascarenas: Aye
- Councilor Kohmetscher: Aye
- Councilor Doward: Aye
- Mayor Lucas: Aye
- *Motion Carries*

Motion made by Councilor Collier and seconded by Councilor Mascarens to adjourn the meeting at 9:28 pm.

The next City Council meeting will be held Tuesday, March 8, 2022, at 7 p.m. at the City Hall.

Submitted by,

Kathryn Lake City Administrator/Clerk/Treasurer