

CITY OF KETTLE RIVER  
CITY COUNCIL MINUTES  
November 13, 2018

The regular meeting of the Kettle River City Council was held in the meeting room of City Hall, Tuesday, November 13, 2018

Members present: Kyle Riel, David Lucas, George Klaskin and Tina Tollgaard.

Absent: Kris Miller

Staff Attending: Gerry Peterson, Utilities Department, Rob Tschida, Building Inspector and Bernadine Reed, City Administrator/Clerk-Treasurer.

Others attending: Kevin Peura and Jeff Dotseth.

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

Canvassing of November 6, 2018 election results. Motion by Lucas, seconded by Tollgaard and unanimously carried to adopt resolution #2018-05, a resolution declaring the results of the election.

Duly elected results:

Mayor .....	2 (two) year term	- David Lucas
City Councilor.....	4 (four) year term	- Miya Kohmetscher
City Councilor.....	4 (four) year term	- Kyle Riel
City Councilor.....	2 (two) year term	- Guy Collier

Motion by Riel, seconded by Lucas and carried unanimously to approve the consent agenda.

- Minutes of October 9, 2018 regular council meeting;
- Claims (5515- 5539)- \$87,502.52;
- Accounts payable - \$19,311.21

Administration Department report submitted by Bernadine Reed, City Clerk/Treasurer:

- Regular daily, weekly and monthly work;
- Meeting minutes, agendas, payroll, financial reports, bank reconciliation, customers, correspondence, election and budget work;
- Informed Council of medical absence of David Isaacson, Utilities Superintendent. Requested emergency temporary hiring of Guy Collier for interim to assist Gerry Peterson. Motion by Tollgaard, seconded by Riel and carried unanimously to approve hiring Guy Collier on an emergency temporary position. Neighboring licensed water and sewer operators have offered their assistance during Isaacson's absence.

Utilities Department report by Gerry Peterson

- Hydrants were flushed following the water tower project;
- Klaskin stated that he spoke with the water tower contractor and that the NE corner footing of the tower needs a touch up.

Fire Department report submitted by Kyle Riel, Fire Chief.

- Two fire and five EMR calls;
- Three EMR's have completed their training;
- An interview for a new applicant will be arranged;
- Continued work on inventory.

Building Department report by Rob Tschida, Building Inspector.

- One roofing permit issued

Committees:

- Lucas stated that the personnel committee has not met to investigate a complaint by Klaskin involving staff and Klaskin; Lucas requested that other Council members handle the investigation, or the respectful workplace policy be adopted, and the complaint sent to the City Attorney.

Unfinished Business:

- Presentation by Reed of draft policy for donation of surplus equipment. Motion by Lucas, seconded by Tollgaard and carried unanimously to adopt the policy as presented.
- Motion by Klaskin, seconded by Lucas and carried unanimously to enforce the nuisance violations at the Ken Kasden owned properties using the administrative ordinance process.

Correspondence:

- Acknowledgement of e-mail from FEMA and floodplain, tabled;
- Acknowledgement of thank you for hosting a training session from Minnesota Rural Water Association;
- Acknowledgement of correspondence from Brian Alberg concerning nuisance violation letter. Motion by Lucas, seconded by Klaskin to enforce the nuisance violations using the administrative ordinance process. Lucas-Aye, Klaskin – Aye, Riel – Aye and Tollgaard – Nay. Motion carried;
- Acknowledgement of correspondence from MN. Dept of Health;
- Acknowledgement of correspondence from ARDC requesting board nominations, Councilor Lucas will be nominated.

New Business:

- Motion by Tollgaard, seconded by Riel and carried unanimously to certify delinquent water and sewer accounts to taxes payable 2019;

- Motion by Tollgaard, seconded by Lucas and carried unanimously to accept Kris Miller's resignation from the City Council and not fill the position by appointment as the position will be filled by incoming membership in January;
- Reed presented a draft Respectful Workplace Policy. Motion by Lucas, seconded by Riel and carried unanimously to adopt the policy as presented;
- Motion by Riel, seconded by Tollgaard and carried unanimously to request the City Attorney to investigate Klaskin's complaint, Klaskin abstained;

Jeff Dotseth addressed the Council about the recent election. He thanked everyone for their support and stressed the importance of being involved in your community.

Motion by Lucas, seconded by Riel and carried unanimously to adjourn at 8:30 p.m.

Submitted by,

Bernadine L. Reed  
City Administrator/Clerk/Treasurer