

**CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
October 10, 2017**

The regular meeting of the Kettle River City Council was held in the meeting room of City Hall, Tuesday, October 10, 2017.

Members present: David Lucas, Tina Tollgaard, George Klaskin and Kris Miller.

Absent: Jason Montgomery

Staff Attending: David Isaacson, Utilities Superintendent; Nick Wright, Fire Chief; Robert Tschida, Building Inspector and Bernadine Reed, City Administrator/Clerk-Treasurer.

Others attending: Marcia Sarvela, Morgan Yeats, Eddie Pelkey, Jenny Green, Carl Schatz, Lori Berglund and Brian Bluhm.

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

Mayor Klaskin stated his opinion of the September minutes, questioned the reimbursement process of the purchase of the Fire Department's CO2 monitor and the numbering sequence of the disbursements. Reed provided explanations.

Motion by Councilor Lucas seconded by Councilor Miller and carried unanimously to approve consent agenda items:

- Minutes of September 12, 2017 regular council meeting;
- Claims (5235-5261 - \$9,115.79)
- Accounts payable - \$11,213.77;

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

- Regular daily, weekly and monthly work;
- Completed the insurance renewal process. Submitted corrected vehicle ID schedule to Council;
- Request for date for LMC meeting, Mayor Klaskin stated he would send his open dates via e-mail.

Brian Bluhm, Northeast CERT Coordinator, gave an informational presentation about CERTS (Clean Energy Resource Team) and the process to become a Green Step City. Informational handouts were given to the City Council.

Mr. Bluhm left the meeting.

Utilities Department report submitted by Dave Isaacson, Utilities Department:

- Daily work of readings at the water plant, lift station and ponds, fluoride sample collections;
- Submittal of monthly fluoride report to MN Dept of Health;

- Submittal of monthly wastewater report to MPCA;
- Submittal of pond depths and discharge information;
- Notification of hydrant flushing;
- Hail damage update provided, two estimates received for roof damage, water tower was inspected and did not have damage;
- Information was provided to the Fire Chief for city garage access;
- Frost free hydrant will be installed as soon as arrangements are completed.

Fire Department report submitted by Nick Wright, Fire Chief.

- Four fire runs and five first responder calls;
- Purchased a new air compressor;
- Two sets of turn out gear has been received;
- Department will participate in Fire Prevention Week with Moose Lake Fire District;
- A control burn will be held October 14, 2017, Cromwell is the host district;
- One quote was received for a light bar for the first responder unit; it is not the correct size, so a new quote will be requested; request was made for authorization to purchase a light bar for an estimated cost of under \$1,100.00. Motion by Councilor Tollgaard, seconded by Councilor Miller and carried unanimously to authorize the purchase of a light bar up to \$1,100.00.
- Discussion of city employee OSHA training, information will be provided by the Fire Chief at the next meeting. November 7, 2017 the Fire Department will be holding Blood Borne Pathogens training if anyone is interested in attending. Wright inquired about the November 7th date if there was an election and a need to change the date, Reed will research and contact Wright with the answer.

Building Department report submitted by Robert Tschida, Building Official.

- Attended continuing education training.

City Council:

- Mayor Klaskin submitted a written request for information to the Clerk;
- Councilor Tollgaard asked about the Post Office lease agreement and maintenance of the parking lot;
- Request was made for contact to be made with MNDOT for storm sewer debris cleaning;
- Interior painting of the Legion building is still in the process of being arranged.

Committees:

- Councilor Lucas informed the Council that the personnel committee will be meeting on October 11th to hold employee job performance evaluations. Mayor Klaskin requested to attend the meeting. Discussion followed about open meeting law and committee meetings. Mayor Klaskin disputed open meeting laws for committees. Reed informed Mayor Klaskin that a legal opinion from the City Attorney could be obtained, direction not given. Councilor Lucas provided his opinion of committees and the reason for the appointment of committees.

Unfinished Business:

- Air-fiber & Tom Simi lease agreement discussion, Tabled.
- Fire Department SOP, Tabled;
- Green Step Cities. Presentation earlier in the meeting.
- US Census: Information was given to Reed to complete and submit.

Correspondence:

- Thank you from Darlene Peterson.

Next meeting will be held November 14, 2017 at 7:00 p.m.

Motion by Councilor Miller seconded by Councilor Lucas and carried unanimously to adjourn at 8:05 p.m.

Submitted by,

Bernadine L. Reed
City Administrator/Clerk/Treasurer