

**CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
September 11, 2018**

The regular meeting of the Kettle River City Council was held in the meeting room of City Hall, Tuesday, September 11, 2018.

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

Absent: Kris Miller

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

Others attending: Marcia Sarvela, Morgan Yeats, Todd Lawrence and John Peura,

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

Klaskin gave a statement of 9/11.

Morgan Yeats provided a summary of the Ma and Pa Kettle Days Event. Morgan thanked the many volunteers that worked to make the event a success. Attendance numbers are estimated at 2,500; 160 volunteers and income of \$10,000. Enthusiasm for the 2019 event is strong with several new volunteers offering to assist and plan.

Klaskin removed meeting minutes approval from the consent agenda. Motion by Tollgaard, seconded by Lucas, and carried unanimously to approve the consent agenda.

- Claims (5474-5498)- \$7,667.69;
- Accounts payable - \$22,030.53;

Motion by Lucas, seconded by Riel to approve August 16, 2018, meeting minutes and August 28, budget meeting. Roll call vote: Lucas – Aye, Tollgaard – Aye, Riel-Aye, Klaskin – Nay. Motion carried.

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;
- Met with Tyler Ray, USDA, August 21st for a compliance inspection;
- Worked on budget and attended budget meeting;
- Notification of grant awards of \$615.00 and \$6,250.00.
- Klaskin asked Reed what she did on Monday, August 16th. Reed stated that the timesheets and daily job explanations are on the Council table. Klaskin accused Reed of hiding accounting information and hours from him.

Utilities Department Report by David Isaacson, Utilities Superintendent.

Daily work, including but not limited to readings at water plant, lift station and wastewater ponds, fluoride sample collections, mowing, cleaning and equipment servicing.

- Bacti, fluoride and nitrate samples were collected;
- Completion of monthly fluoride report;
- Monthly wastewater report;
- Awaiting quote from MN Pump Works for third hour meter;
- Weed control at ponds;
- Hydrants were flushed;
- Project correspondence;
- Ritter and Ritter sewer maintenance schedule;
- Submittal of re-roofing quote for new roof on activities building.
Following discussion, Rob Tschida was instructed to look at the building and report back with his findings. A special meeting will be called when Tschida has completed his inspection to decide about the roof;
- City tractor needs replacement;
- Check valves for pump are scheduled to arrive this week and then potassium permanganate pump will be installed. Klaskin confronted Isaacson about the delay in installation. Klaskin presented his version of the timeline of the pump installation. Motion by Klaskin, that the pump will be installed by the October meeting, Tollgaard seconded and the motion carried unanimously.

Fire Department report submitted by Kyle Riel, Fire Chief.

- Two fire and two EMR calls;
- The department has started the Red Cross Home Fire Campaign of installing fire detectors in homes;
- EMR training for new members started;
- A portion of the donation received from Mr. Ahonen was used to purchase a Vetter lift belt;
- A grant award of \$615.00 will be used for the purchase of new helmets with lights;
- Tollgaard stated that she attended the recent community event in Cromwell and wanted to recognize the great job and give a thank you to Tom Simi as the representative for the Kettle River Fire Department.

Building Department report submitted by Rob Tschida, Building Inspector.

- Tschida presented the Council with an updated list of the nuisance ordinance violations.
- Following discussion about the list and additional violations, the Council instructed Lucas to compose a letter stating the violations and compliance requirements for Mr. Kasden's properties.

Planning and Zoning Commission

- Todd Lawrence updated the Council about campground information.

Unfinished Business:

- DNR grant application and denial letter. Klaskin presented a folder with the grant information, upon review by Reed it was discovered that the application provided was blank. Klaskin stated he would attempt to locate the application and bring to the next meeting.

Correspondence:

- Acknowledgement of MN DNR Volunteer Fire Assistance Grant award in the amount of \$615.00;
- Acknowledgement of MN Dept. of Labor Safety Grant in the amount of \$6,250.00

New Business:

- Motion by Tollgaard, seconded by Lucas and carried unanimously to provide a support letter for the application of a turn out gear dryer grant;
- Presentation of 2019 Proposed Budgets and Tax Levy.
 - General Fund - \$124,091.00, receipts and disbursements;
 - Fire Department Fund - \$49,000.00, receipts and disbursements;
 - Water Fund - \$83,036.00, receipts and disbursements;
 - Sewer Fund - \$56,000.00, receipts and disbursements;Motion by Lucas, seconded by Riel and carried unanimously to adopt the 2019 proposed budget and tax levy as presented.
- Motion by Tollgaard, seconded by Lucas and carried unanimously to appoint Riel to the Safety and Budget Committees.
- Discussion about the mud bog area. Motion by Klaskin, seconded by Tollgaard to contact the City attorney about the city's liability exposure. Further discussion; motion roll call vote – Klaskin Aye; Lucas – Nay, Riel – Nay and Tollgaard – Nay, motion failed.

Motion by Lucas, seconded by Riel and carried unanimously to adjourn at 8:27 p.m.

Submitted by,
Bernadine L. Reed
City Administrator/Clerk/Treasurer