

Minutes

Kennedy City Council Meeting January 13, 2014

CALL TO ORDER: Mayor T. Truedson called the meeting to order at 7:00 P.M. Council members present included Justin Osowski, Paul Larson and Kevin Hanson. Council member Cindy Urbaniak was not present. City employees present included Mary Cooney and Greg Mitziga. Also present was KLJ engineer Joel Paulsen.

PLEDGE OF ALLEGIANCE: Recited.

ADDITIONS TO THE AGENDA: 2014 Committee Appointments

APPROVAL OF MINUTES: J. Osowski made a motion to approve the December 2013 minutes as presented. K. Hanson seconded. Motion carried.

PUBLIC FORUM: KLJ's engineer, Joel Paulsen, presented a draft copy of KLJ's "Short Form of Agreement between Owner and Engineer for Professional Services" to the council for review, recommendation and or acceptance, with regards to the City's 2014 water project. The city clerk will work with the city attorney to review and return recommendations, if any, to KLJ within two weeks. Additionally, KLJ's Environmental Review and Environmental Review Record Cover Page were presented to the council for review and signature. The clerk will review, present to Mayor Truedson for signature and return to KLJ with the reviewed contract.

The project's payment schedule was discussed, with the first payment to be made *after* the City's receipt of the state's project loan dollars. The project's first payment of \$12,000 will be due one month from the date of the receipt of the loan. Given the age of the City's existing water system, the council and J. Paulsen agreed 15% of the project's budget would be set aside for contingencies.

J. Paulsen and city maintenance director G. Mitziga discussed project pipe options, with G. Mitziga indicating, due to the availability in this area and the need for quick response in the event of a water break, he'd prefer PVC 909. J. Paulsen agreed and confirmed PVC 909 was a suitable and acceptable option.

Clerk Cooney was directed to make this project's paperwork a priority to assure the City stay current and well informed on this project.

J. Paulsen left the council chambers at 7:35 p.m.

CLERK'S REPORT: The small claims court case against State Farm for the January 2013 accident damages recovery is scheduled for January 28, 2014, at 9:00 a.m. However, pending confirmation from city attorney J. Hane, the case may be canceled and refiled against the insured party and not the agency.

Court is scheduled for Tuesday, January 14, at 1:00, in an unpaid water bill claim.

The 2014 Kennedy Fee Schedule was reviewed with increases being necessary in the following four areas: the (bus) garage stall rental, snow removal, water and sewer. The fee increases will be included in the January 2014 *Kennedy Klips* and posted on the city's website.

The 2014 Committee Appointments were made as follows: Finance Committee members are Justin Osowski and Paul Larson; Water, Sewer and Streets Committee members are Todd Truedson working with Maintenance Director Greg Mitziga; Park, Recreation and 125th Anniversary Committee members are Paul Larson and Cindy Urbaniak; and, the School Building Committee members are Kevin Hanson and Todd Truedson.

The December Clerk's Log was reviewed. Notable items included: clerk continues to work on water project punch list; the December 11th City's open house was very well attended, with G. Mitziga's model train and Jeanne Cooney's Christmas village a huge success; and, the clerk took the balance of her vacation during Christmas week.

K. Hanson made a motion to accept the Clerk's Report as presented. J. Osowski seconded. Motion carried.

TREASURER'S REPORT: The City's financial report was presented, including Checks Issued in December, 2013; Unpaid Bills Detail as of January 9, 2014; January 9, 2014 Cash Balance Sheet; 12/29/2013 Bank Statements; and, the January 9, 2014, Open Invoices report. The City received its 2013 interest earnings report from KodaBank in the amount of \$1079.22. The large receivables during the month of December, 2013, included \$33,395.89 from the Kittson County Auditor for the second half of 2013 property taxes, and, \$33,562.18 from the State of Minnesota for the second half of Local Government Aid (LGA). Large payables this month include \$2,908.30 to the city attorney for condemnations and collections, and, \$992.55 to Stephen Building Center for playground improvements.

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The City's 2013 Actual Expenditures Report was reviewed, as was the 2013 Profit & Loss Statement. J. Osowski made a motion to transfer the \$2064.15 balance on the 2013 insurance claim from the General Checking account to the Baseball Fund. K. Larson seconded. Motion carried.

P. Larson made a motion to accept the Treasurer Report as presented. J. Osowski seconded. Motion carried.

PAY BILLS: P. Larson made a motion to pay all bills as presented, totaling \$11,492.37. K. Hanson seconded. Motion carried.

MAINTENANCE REPORT: Attached.

K. Hanson made a motion to accept Maintenance Report as presented. J. Osowski seconded. Motion carried.

FIRE DEPARTMENT REPORT: Attached.

K. Hanson made a motion to accept Fire Department Report as presented. P. Larson seconded. Motion carried.

SCHOOL COMMITTEE REPORT: The City still has not made any progress on its investigation into the possibility of the Go-Green project's federal and state partners granting approval for the sale of the project's wind turbine. The City will hold off now on any further action, pending the outcome of the Gary Bailey turbine law suit.

The two open bus garage stalls were rented to Kevin Hanson, and, Carla and Perry Hylton, one each.

125TH COMMITTEE REPORT: 218 raffle tickets were sold. \$5100 was made from the raffle sales, \$5750 was paid out in prizes, and \$50 was the cost of the license fee. As reported last month, the next meeting will take place in January, 2014, with the date and time to be announced.

UNFINISHED BUSINESS: One of the long-term delinquent water bill debtors continues to make twice-a-month \$30 payments to the Kittson County Sheriff. Again, should any of these payments be missed, wage garnishment will take effect. The second debtor's is due in court on January 14, 2014, with the city attorney handling the wage garnishment from this point forward.

The City is waiting for official notification on the 511 Prairie Avenue, Kennedy, property title issue.

The City of Kennedy received notice from Minnesota Department of Employment and Economic Development (DEED) that 70 small city applications were received for the owner-occupied housing project, and DEED will be funding only 30-35. Unfortunately, Kennedy's project was not among the selected projects for funding. However, DEED will review the City of Kennedy's application with the City, and the City may then resubmit the application for funding in 2015.

NEW BUSINESS: The requirements of changing the City's council meeting nights and the proposed night it is changed to are still being discussed.

The VFW commander and the KodaBank representative were in favor of adding an additional handicapped parking space to the west end of the VFW parking lot. The City will remove the existing handicapped space in front of the former Valley Bank building and relocate it at the west end of the VFW parking lot.

Per the City's legal right, the City may recover the cost of razing the building(s) or levy a lien against the real estate for the cost of razing the building(s) located at 104 Atlantic Avenue South, Kennedy. Upon receiving no payment or payment arrangements from the property owner, the City has levied said lien.

FEBRUARY MEETING DATE: The February council meeting will be held on Monday, February 3, 2014, at 7:00 P.M., at the City Office. There being no further business brought forward for the Council's attention, the meeting was adjourned at 9:00 PM by motion made by P. Larson and seconded by J. Osowski. All in favor and the motion carried.

Signed 2/10/2014
Mary Cooney, Clerk (Attest)

Signed 2/10/2014
Paul Larson, Acting Mayor

City of Kennedy Maintenance Report

December 2013

1. Worked on cable on loader for tractor.
2. Heat at school shop – fixed with parts: motherboard, high pressure switch, new thermostat. Work done by Jeff Nyfloyt of Karlstad. Most days 33° to 40° in shop. Fault codes.
3. Filed 2013 forms and papers. Make up new pump sheets.
4. Plow and blow snow a lot in December.
5. Worked with Wayne Hultgren to get rink ready for holidays.

City of Kennedy Fire Dept. Report

December 2013

1. January 6, 2014 – 8:30 a.m. January monthly meeting. Eight members in attendance. Election of 2014 officers took place. All officers will remain the same.
2. Equipment repairs on tanker and two pumpers.
3. Chev pickup got tuned up and small repairs at Dahlstrom Motors.
4. Person to person radios looking into.
5. School heat has been fixed for the shop area.
6. New cardtrol card for Johnson Oil. Old one was broken.