

Minutes

Kennedy City Council Meeting
August 16, 2016

CALL TO ORDER: Mayor Todd Truedson called the meeting to order at 7:00 P.M. Council members present included Jon Pietruszewski, Kevin Hanson and Matt Casper. City employee Mary Cooney and Kennedy resident Melissa Casper were also present. Council member Cindy Urbaniak arrived at 7:10 p.m. City employee Kevin Balstad was absent.

PLEDGE OF ALLEGIANCE: Recited.

ADDITIONS TO THE AGENDA: Prepay propane and mower purchase request.

PUBLIC FORUM: None.

APPROVAL OF MINUTES: M. Casper made a motion to approve the July 5, 2016, minutes as presented. J. Pietruszewski seconded. All in favor and the motion carried.

CLERK'S REPORT: Projects that consumed the majority of the clerk's time in July 2016 included Public Notice of Filing created, posted and published; Celebrate Kennedy 5K event, after organizer became unavailable; monthly water bills and city newsletter; minutes and council packet; accounts payables and accounts receivables; and, clerk's vacation.

The number of city shop keys currently distributed was discussed. Presently K. Balstad and M. Casper have keys. There should be a key in the city office, should Balstad and Casper not be available. Clerk was directed to have Balstad get a third copy of the shop key made and store it in the city office.

A *Minnesota Cities'* magazine article about the Kennedy Community Garden was presented to the council.

Northdale Oil "Pre-buy Contract Adjustment" was presented to the council. M. Casper made a motion to purchase up to \$5000 in propane pre-buy. C. Urbaniak second. All in favor and the motion carried.

Clerk presented an e-mail and supporting documentation from LMC regarding cities choosing to allow golf carts, ATVs or other "cute wheels" on city streets. Minnesota Statute 169.045 Special Vehicle Use on Roadway was also presented. Council directed the clerk to get further information on this topic prior to them choosing whether or not to take action next month.

A citizen complaint letter was reviewed, as was a second citizen's written rebuttal to the complaint. Council determined there was no evidence the city ordinances sighted in the complaint letter were actually being violated. Additionally, as the council does not have law enforcement authority beyond citation of city ordinance violation, the parties involved were encouraged to call county law enforcement if laws, e.g., DUI or speed limits, are being violated. Beyond the scope of local ordinance and county law enforcement, the issue was deemed a neighborhood dispute to be resolved by the neighbors themselves or their representatives.

J. Pietruszewski made a motion to accept the Clerk's Report as presented. K. Hanson seconded. All in favor and the motion carried.

TREASURER'S REPORT: Monthly payables were completed including twice monthly city employee payroll, twice monthly PERA payments, MN and federal monthly payroll withholding payments; MN and federal 2nd quarter withholding reports; and, the 2nd quarter MN Unemployment Report. The City's monthly financial report was presented, including Checks Issued in July, 2016; Unpaid Bills Detail as of August 4 and 16, 2016; 08/04/2016 Cash Balance Sheet; 07/27/2016 Bank Statements; the August 4, 2016, Open Invoice Report. Large receivables during the month of July 2016, included \$32,595.50 from MMB LGA and the 1st half of 2016 Kittson Co. Property Tax & Specials in the amount of \$64,620.38. Large payables due in the month of August 2016 included \$6,475 to Brady Martz for 2015 audit; \$ 9,214.76 KodaBank for JD7800 tractor payment; \$5,850 to LMCIT for Municipal Ins.; and \$5,120.75 to Weleske for curb stop and water main repairs.

J. Pietruszewski made a motion to accept the Treasurer's Report as presented and to pay the bills as presented, totaling \$37,327.98. K. Hanson seconded. All in favor and the motion carried.

MAINTENANCE REPORT: K. Balstad's written maintenance report was reviewed.

C. Urbaniak made a motion to give Tanner Olson a \$0.50/hour raise retroactively effective August 1, 2016. J. Pietruszewski seconded. All in favor and the motion carried.

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Clerk presented a bid for an exterior paint job on the water tower. Council directed the clerk to get more bids.

J. Pietruszewski made a motion to accept the Maintenance Report as presented. M. Casper seconded. All in favor and the motion carried.

FIRE DEPARTMENT REPORT: There were no calls since the last meeting. Department did have one meeting to further discuss Celebrate Kennedy events. Two fire trucks participated in the Moose Fest parade in Karlstad. Clerk mentioned the discussion that took place on the LMC's list serve about other city's fire station open houses. The purpose is to educate the community about the fire station, the gear and fire safety. M. Casper said he would share the idea with the department.

K. Hanson made a motion to accept the Fire Department Report as presented. J. Pietruszewski seconded. All in favor and the motion carried.

COMMITTEE REPORTS:

School Report. Clerk was directed to list the school cafeteria's commercial stove on Craig's List for \$1200.

C. Urbaniak made a motion to approve repair of the ball field lights. J. Pietruszewski seconded. All in favor and the motion carried.

Parks, Recreation & Celebrate Kennedy Report. The council deemed Celebrate Kennedy 2016 as quite successful. Council and staff look forward to expanding activities a bit for 2017. The date will remain the fourth weekend of July and M. Cooney will notify the Café and put announcement in the *Klips*. M. Casper volunteered to give a notice of the 2017 dates to the VFW. It was agreed further discussion will take place monthly and a committee will be formed in January.

UNFINISHED BUSINESS: Clerk presented sample "order" the city attorney approved. Council members discussed the need to set a penalty scale. No decision was made.

NEW BUSINESS/NEXT MEETING DATE: Clerk presented EDA loan application information. Council agreed to approve a \$45,000 construction loan, to be disbursed in phases, as long as collateral can be secured. Clerk will discuss the loan and collateral further with the loan applicant.

The clerk was directed to include the city's street ordinances in next month's council packet.

The annual budget meeting will be held August 25, 2016. The September council meeting will be held on Monday, September 12, 2016, at 7:00 P.M., at the City Office.

ADJOURN: There being no further business brought forward for the Council's attention, the meeting was adjourned at 9:15 PM with a motion made by J. Pietruszewski and second by M. Casper. All in favor and the motion carried.

Signed 9/12/2016

Mary Cooney, Clerk (Attest)

Signed 9/12/2016

Todd Truedson, Mayor