

Minutes

Kennedy City Council Meeting
November 7, 2016, 2016

CALL TO ORDER: Mayor Todd Truedson called the meeting to order at 7:05 P.M. Council members present included Cindy Urbaniak, Jon Pietruszewski and Matt Casper. City employees Kevin Balstad and Mary Cooney were also present. Council member Kevin Hanson was absent.

PLEDGE OF ALLEGIANCE: Recited.

ADDITIONS TO THE AGENDA: CHS is looking to give back to the communities they serve. They have asked the council to identify areas in the community of Kennedy where a contribution from them would benefit the community as a whole. The council directed Clerk Cooney to write a request for all or any of the following: playground equipment, ice rink boards, and/or resurfacing tennis court.

PUBLIC FORUM: None.

APPROVAL OF MINUTES: C. Urbaniak made a motion to approve the September 9, 2016, monthly council meeting minutes, the September 19, 2016, "2017 Budget" special meeting minutes, and the October 11, 2016, monthly council meeting 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 November 2016 included continued website review; completed compilation and submission of mowing fees for tax assessment; worked with maintenance to compile a list of existing water meter and curb stop issues; continued USTI financial software set-up and training; attended the annual Affordable Housing Advisory Board meeting; completed Warranty Deed paper work on the sale and transfer of three city lots; completed annual RBEG Revolving Loan Report on Kennedy's EDA dollars; wrote two more letters on Ordinance #60 violations and one more Order to Remove or Repair Hazardous Conditions; worked with T. Truedson on office window insurance claim; and, submitted K. Balstad life insurance paperwork.

C. Urbaniak made a motion to accept the Clerk's Report as presented. M. Casper 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, and the MN and federal monthly payroll withholding payments. The City's monthly financial report was presented, including Checks Issued in October, 2016; Unpaid Bills Detail as of November 3, 2016; 11/03/2016 Cash Balance Sheet; 10/27/2016 Bank Statements; and, the November 2, 2016, Open Invoice Report. There were one large receivable during the month of October 2016, \$10,891.44 to be passed on to the Kennedy Fire Relief Asc. Large payables due in the month of November 2016 are: \$5,000 to Hallock Ice Arena for 2016/2017 contribution share; and, \$1,924.58 to North Kittson Rural Water, which is approximately \$700 above normal, because of increased usage for firefighting elevator fire.

J. Pietruszewski made a motion to accept the Treasurer's Report as presented, and to pay the bills, as amended, totaling \$22,643.85. M. Casper seconded. All in favor and the motion carried.

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

The new office window was delivered today and should be installed shortly. The new mower has been received. The ball park bleachers' canopy and the net for the batting cage need to be removed before winter.

M. Casper made a motion to approve a \$300 aluminum siding purchase to close up the sides and back, bottom half, of the ball park bleachers. J. Pietruszewski seconded. All in favor and the motion carried.

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: One call for Dowdle chimney fire on October 21, 2016. No meetings or training to report.

COMMITTEE REPORTS:

School Report. None.

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Parks, Recreation & Celebrate Kennedy Report. Planning for Celebrate Kennedy 2017 has been tabled until the January 2017 council meeting.

UNFINISHED BUSINESS: The EDA loan continues to be on hold for the time being.

M. Casper made a motion to pass a resolution ordering the repair or removal of hazardous conditions located at 202 East 3rd Street, Kennedy, Minnesota. J. Pietruszewski second. All in favor and the motion carried.

T. Truedson did not sign and deliver the Order to Remove or Repair Hazardous Conditions to the property owner at 308 West 4th Street. Instead, he chose to make a site visit and discuss the situation with the property owner. Since then, the property owner has removed some of the debris. A re-evaluation of the property will be further discussed at next month's meeting.

Two letters regarding new or repeated Ordinance #60 violations were sent out, with copies included in council packet.

The LMCIT settlement offer for the fire damage to the city office front window was reviewed and T. Truedson will contact LMCIT adjuster Mark Nygaard to discuss a higher settlement.

The current two water tower exterior painting bids were reviewed. The clerk was directed to ask other Minnesota cities, on the LMC list serve, for additional water tower paint vendor names.

An e-mail from Kittson Co. Engineer Kelly Bengtson regarding the railroad's sand pile issue was reviewed. The county has no new movement toward a resolution to the issue. The city will continue to work with the LMC and the Minnesota state legislature to, hopefully, reach some favorable results.

NEW BUSINESS/NEXT MEETING DATE: The clerk presented an e-mail from the League of Minnesota Cities (LMC) and the supporting LMC Information Memo on Open Burning in Cities. M. Casper volunteered to do further research on this topic and report back to the council. The council took no action on Open Burning in Kennedy"" at this time.

The December monthly council meeting will be held on Monday, December 05, 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 8:30 PM with a motion made by J. Pietruszewski and second by C. Urbaniak. All in favor and the motion carried.

Signed 12/5/2016

Mary Cooney, Clerk (Attest)

Signed 12/5/2016

Todd Truedson, Mayor