

## Council Meeting

January 4, 2022

Meeting called to order by Mayor Karla Davis at 6:30pm

Councilmembers present: Karla Davis, Cindy Stelten, Kyle Christensen and Alyshea Nelson

Others present: Chad Koren, Sue Dege, Dave Traurig, Jon Lentz, Josh Eastridge and Steven Dahlager

Motion made by Cindy Stelten and seconded by Alyshea Nelson to add the following addendums to the agenda: council vacancy application, Josh Eastridge garbage service and water freeze up; motion carried

Motion made by Cindy Stelten and seconded by Kyle Christensen to approve the claims; motion carried

Motion made by Kyle Christensen and seconded by Cindy Stelten to approve the following Consent Agenda items:

1. Minutes of the December 21, 2021 Council Meeting
2. Resolution No. 01042022A A Resolution Authorizing the Transfer of Funds
3. Shut-off Delinquent Utilities January 19, 2022

motion carried

City Attorney, Sue Dege, introduced herself to the Council and provided an overview of what each attorney handles at the firm for the City.

Stearns County Captain, Jon Lentz, presented the monthly Sheriff's report.

Fire Chief Traurig reviewed the 2021 call breakdown with the Council and reported that the Dept. has responded to their 21<sup>st</sup> call of for the year. The defibrillator and case for the library has now shown up and can be installed.

Motion made by Kyle Christensen and seconded by Alyshea Nelson to approved the updated pricing quote for the 3 defibrillators being purchased with ARPA funds in the amount of \$1,725 each; motion carried

Public Works Lead Chad Koren had nothing to report on and asked if the Council had any questions for him.

Mayor Davis reported that the City Clerk had received a phone call last week from Waste Management about them not being able to pickup garbage on Cherry St. Josh Eastridge explained that he spoke with the truck driver today and once he stops at the stop sign, he is unable to get going again. Mr. Eastridge asked if it would be able to have the stop signs on Linden Ave instead of Cherry St. The Council asked the City Clerk who contacted her from Waste Management; she stated that she was contacted by Danielle who stated that she was contacted by the driver and was told that the 3 houses on that portion of the road will have to bring their carts up to Linden Ave if they want them dumped. Mayor Davis stated that she contacted Jason, the public sector rep, after she was contacted by a resident and was told that prior to bidding on any contract they drive all of the routes to ensure they are able to service the addresses. Public Works Lead Koren explained that they can try to keep hauling salt/sand in there this winter, but it really has to do with how that portion of the road is designed. Councilmember Stelten inquired as to if they could drive through the driveway at 120 Cherry St S instead of coming all the way back up Cherry St? Mayor Davis stated that she would reach out to Jason again

tomorrow and that the road should be looked at this summer. Chad stated that a permanent fix would most likely be to switch the stop signs around from Linden Ave to Cherry St. The City Clerk stated that she had credited each of those accounts a week of service on their garbage bill for December as well.

Councilmember Stelten stated that she received a message through messenger from Michael Libby about his water bill. He's had to run his water because it's been so cold but hasn't received credit. The City Clerk explained the City has been monitoring water temperatures and the temperature at this property has not yet reached 40°F or lower; therefore, it doesn't meet the City's criteria. She did not credit their account per City policy; it could be a personal plumbing line necessity, but it's not a service line issue coming from the City's water main. Insulation could be added, heat tape, etc.

The Council reviewed the council vacancy application received from Steven Dahlager.

Motion made by Kyle Christensen and seconded by Cindy Stelten to appoint Steven Dahlager to the vacant Council seat; motion carried

Steven Dahlager took the Oath of Office

Motion made by Cindy Stelten and seconded by Alyshea Nelson to approve the December monthly clerk reports; motion carried

Motion made by Kyle Christensen and seconded by Alyshea Nelson to adopt Resolution No. 01042022B Resolution Designating Official Appointments; motion carried

Those voting in favor: Cindy Stelten, Kyle Christensen, Karla Davis, Steven Dahlager and Alyshea Nelson

Those voting against: none

Those absent: none

Motion made by Alyshea Nelson and seconded by Kyle Christensen to adopt Resolution No. 01042022C Resolution Authorizing Signature Authority for City Accounts; motion carried

Those voting in favor: Cindy Stelten, Kyle Christensen, Karla Davis, Steven Dahlager and Alyshea Nelson

Those voting against: none

Those absent: none

Motion made by Cindy Stelten and seconded by Kyle Christensen rescinding the following motion from the December 21, 2021, meeting: Motion made by Kyle Christensen and seconded by Cindy Stelten to accept the estimate from East Side Glass in the amount of \$5,950; motion carried

Councilmember Amy Blaskowski and Alyshea Nelson absent

Motion made by Cindy Stelten and seconded by Kyle Christensen to accept the estimate from East Side Glass in the amount of \$6,450; motion carried

The Council reviewed the proposed changes to City Policy 03-2019 and collecting updated contact information from residents.

Motion made by Kyle Christensen and seconded by Alyshea Nelson to adopt Resolution No. 01042022D Resolution Updating the City of Kimball's Policy on the Prevention and Unfreezing of Water and Sewer Lines; motion carried

The Council discussed the Welcome to Kimball signs and what if anything should/can be added to them.

Motion made by Karla Davis and seconded by Kyle Christensen that any additional type of sign that anyone person or group wants to be added to the City signs must come before the City Council for approval; motion carried

Motion amended by Alyshea Nelson and seconded by Kyle Christensen that if any sign is placed on the City signs, the City has the right to remove it; motion carried

The Council discussed Clean-up Day. The City Clerk will check if Stearns County and Waste Management are available on September 24.

Motion made by Cindy Stelten and seconded by Alyshea Nelson at 8:17pm; motion carried

Respectfully submitted by Nicole Pilarski

# City of Kimball

## Payments

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Current Period: December 2021

**Payments Batch 12272021Claims** **\$107.06**

Refer	2195 <i>MADISON NATIONAL LIFE</i>	-		
<b>Cash Payment</b>	E 101-43100-134 Employer Paid Life		Public Works STD & LTD	<b>\$29.97</b>
Invoice	1476045	12/20/2021		
<b>Cash Payment</b>	E 601-49400-134 Employer Paid Life		Water STD & LTD	<b>\$18.03</b>
Invoice	1476045	12/20/2021		
<b>Cash Payment</b>	E 602-49450-134 Employer Paid Life		Sewer STD & LTD	<b>\$14.58</b>
Invoice	1476045	12/20/2021		
<b>Cash Payment</b>	E 200-42200-134 Employer Paid Life		Clerk STD & LTD	<b>\$2.47</b>
Invoice	1476045	12/20/2021		
<b>Cash Payment</b>	E 101-41400-134 Employer Paid Life		Clerk STD & LTD	<b>\$42.01</b>
Invoice	1476045	12/20/2021		
Transaction Date	12/27/2021		Checking 10100	<b>Total \$107.06</b>

**Fund Summary**

	10100 Checking
101 GENERAL FUND	\$71.98
200 FIRE/RESCUE FUND	\$2.47
601 WATER FUND	\$18.03
602 SEWER FUND	\$14.58
	\$107.06

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$107.06
<b>Total</b>	<b>\$107.06</b>

# City of Kimball

## Payments

Current Period: December 2021

**Payments Batch 12282021Claims** **\$1,617.24**

Refer	2196 <u>BOUND TREE MEDICAL</u>	-		
Cash Payment	E 200-42200-210 Operating Supplies (GEN Fire Dept Supplies			\$804.81
Invoice	84265450	10/27/2021		
Cash Payment	E 200-42200-210 Operating Supplies (GEN Fire Dept Supplies			\$135.59
Invoice	84269169	10/29/2021		
Transaction Date	12/28/2021	Checking	10100	<b>Total</b> \$940.40
Refer	2197 <u>TASC</u>		Ck# 002098E 12/27/2021	
Cash Payment	E 101-41000-437 Other Miscellaneous		COBRA Administration & Renewal Fee	\$296.32
Invoice	IN2255427	12/25/2021		
Transaction Date	12/28/2021	Checking	10100	<b>Total</b> \$296.32
Refer	2198 <u>TASC</u>		Ck# 002099E 12/27/2021	
Cash Payment	E 101-41000-437 Other Miscellaneous		FSA Administration	\$380.52
Invoice	IN2254132	12/25/2021		
Transaction Date	12/28/2021	Checking	10100	<b>Total</b> \$380.52

**Fund Summary**

	10100 Checking	
101 GENERAL FUND		\$676.84
200 FIRE/RESCUE FUND		\$940.40
		\$1,617.24

Pre-Written Checks	\$676.84
Checks to be Generated by the Computer	\$940.40
Total	\$1,617.24

# City of Kimball

## Payments

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Current Period: January 2022

Payments Batch 01042022Claims						\$96,782.44
Refer	2199	MEHR, BRIAN	-			
Cash Payment	E 601-49400-300	Professional Svcs (GENE	Visits Weeks of 11/28, 12/5, 12/12, 12/19 & 12/26			\$500.00
Invoice Dec-21		1/1/2022				
Cash Payment	E 602-49450-300	Professional Svcs (GENE	Visits Weeks of 11/28, 12/5, 12/12, 12/19 & 12/26			\$500.00
Invoice Dec-21		1/1/2022				
Transaction Date	12/30/2021	Checking	10100	<b>Total</b>		\$1,000.00
Refer	2200	Simonson Lumber of St. Cloud	-			
Cash Payment	E 101-45500-220	Repair/Maint Supply (GE	Library Window Labor to Install & Picture Grids			\$1,500.00
Invoice SCD48707		12/2/2021				
Transaction Date	12/30/2021	Checking	10100	<b>Total</b>		\$1,500.00
Refer	2201	NORTHLAND SECURITIES INC	-			
Cash Payment	E 420-47000-430	Miscellaneous (GENERA	2022GO Bond - Stearns County Auditor's Certificate Fee			\$50.00
Invoice 6830		12/28/2021		Project 18-002		
Transaction Date	12/30/2021	Checking	10100	<b>Total</b>		\$50.00
Refer	2202	LAKE REGION FIREFIGHTERS ASS	-			
Cash Payment	E 200-42200-433	Dues and Subscriptions	Fire Dept 2022 Dues			\$40.00
Invoice 1120		12/22/2021				
Transaction Date	12/30/2021	Checking	10100	<b>Total</b>		\$40.00
Refer	2203	STANGER, KATHLEEN	-			
Cash Payment	E 200-42200-300	Professional Svcs (GENE	Fire Hall Monthly Clean 11/1			\$165.00
Invoice 408		12/20/2021				
Transaction Date	12/30/2021	Checking	10100	<b>Total</b>		\$165.00
Refer	2204	ALEX AIR APPARATUS	-			
Cash Payment	E 200-42200-210	Operating Supplies (GEN	Fire Dept Supplies			\$130.06
Invoice INV-44955		12/14/2021				
Transaction Date	12/30/2021	Checking	10100	<b>Total</b>		\$130.06
Refer	2205	HENDRICKS SAND AND GRAVEL	-			
Cash Payment	E 101-43100-224	Street Maint Materials	12/18 - 1hr. Truck w/1yd. salt/sand			\$180.00
Invoice 14383D		12/21/2021				
Transaction Date	12/30/2021	Checking	10100	<b>Total</b>		\$180.00
Refer	2206	STANGER, KATHLEEN	-			
Cash Payment	E 101-41000-300	Professional Svcs (GENE	Clean City Hall 11/10 & 11/24			\$330.00
Invoice 407		12/20/2021				
Cash Payment	E 101-45500-300	Professional Svcs (GENE	Clean Library 11/9 & 11/23			\$293.33
Invoice 407		12/20/2021				
Cash Payment	E 101-45600-300	Professional Svcs (GENE	Clean Community Room 11/9 & 11/23			\$146.67
Invoice 407		12/20/2021				
Transaction Date	12/30/2021	Checking	10100	<b>Total</b>		\$770.00
Refer	2207	XCEL ENERGY	-			
Cash Payment	E 101-43100-381	Electric Utilities	Public Works Electricity			\$9.12
Invoice 940502020		12/21/2021				
Transaction Date	12/30/2021	Checking	10100	<b>Total</b>		\$9.12

# City of Kimball

## Payments

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Current Period: January 2022

Refer	2208	ARVIG	-			
Cash Payment	E 602-49450-321	Telephone	Scheeler Lift Station Telephon			\$44.29
Invoice		12/22/2021				
Cash Payment	E 601-49400-321	Telephone	Water Plant Alarm			\$116.69
Invoice		12/22/2021				
Cash Payment	E 101-42110-321	Telephone	Police Computer Line			\$44.29
Invoice		12/22/2021				
Cash Payment	E 101-42110-321	Telephone	Police Telephone & Fax			\$90.08
Invoice		12/22/2021				
Cash Payment	E 200-42200-321	Telephone	Fire Dept Telephone			\$132.57
Invoice		12/22/2021				
Cash Payment	E 101-41000-321	Telephone	City Hall Telephone			\$377.11
Invoice		12/22/2021				
Cash Payment	E 601-49400-321	Telephone	Water Tower Alarm			\$46.29
Invoice		12/22/2021				
Cash Payment	E 602-49450-321	Telephone	Heritage Park Lift Station Tel			\$45.39
Invoice		12/22/2021				
Transaction Date	12/30/2021		Checking	10100	<b>Total</b>	\$896.71
Refer	2209	MENARDS	-			
Cash Payment	E 200-42200-210	Operating Supplies (GEN	Fire Dept Supplies			\$51.95
Invoice	77536	12/20/2021				
Cash Payment	E 101-43100-437	Other Miscellaneous	Fire Hall Snow Removal Monitoring Supplies			\$315.21
Invoice	77537	12/20/2021				
Transaction Date	12/30/2021		Checking	10100	<b>Total</b>	\$367.16
Refer	2210	US BANK VOYAGER FLEET SYS	-			
Cash Payment	E 101-43100-212	Motor Fuels	Public Works Fuel			\$62.17
Invoice		12/1/2021				
Cash Payment	E 101-43100-212	Motor Fuels	Public Works Fuel			\$26.77
Invoice		12/7/2021				
Cash Payment	E 602-49450-212	Motor Fuels	Sewer Fuel			\$85.54
Invoice		12/22/2021				
Cash Payment	E 200-42200-212	Motor Fuels	Fire Fuel			\$51.19
Invoice		12/4/2021				
Cash Payment	E 101-43100-212	Motor Fuels	Public Works Fuel			\$44.18
Invoice		12/3/2021				
Cash Payment	E 601-49400-212	Motor Fuels	Water Fuel			\$34.94
Invoice		12/8/2021				
Cash Payment	E 101-43100-212	Motor Fuels	Public Works Fuel			\$73.61
Invoice		12/9/2021				
Cash Payment	E 101-45200-212	Motor Fuels	Park Fuel			\$25.82
Invoice		12/16/2021				
Cash Payment	E 101-43100-212	Motor Fuels	Public Works Fuel			\$76.76
Invoice		12/18/2021				
Cash Payment	E 602-49450-212	Motor Fuels	Sewer Fuel			\$64.86
Invoice		12/21/2021				
Cash Payment	E 601-49400-212	Motor Fuels	Water Fuel			\$36.05
Invoice		12/23/2021				
Transaction Date	12/30/2021		Checking	10100	<b>Total</b>	\$581.89
Refer	2211	NORTHLAND TRUST SERVICES, IN	-			

# City of Kimball

## Payments

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Current Period: January 2022

<b>Cash Payment</b>	E 601-47000-601 Debt Srv Bond Principal	2020 Water Bond			\$24,000.00
Invoice	12/16/2021				
<b>Cash Payment</b>	E 601-47000-611 Bond Interest	2020 Water Bond			\$4,400.00
Invoice	12/16/2021				
Transaction Date	12/30/2021	Checking	10100	<b>Total</b>	\$28,400.00
Refer	2212 <i>NORTHLAND TRUST SERVICES, IN</i>				
<b>Cash Payment</b>	E 318-47000-601 Debt Srv Bond Principal	2015GO Bond			\$25,000.00
Invoice	12/22/2021				
<b>Cash Payment</b>	E 318-47000-611 Bond Interest	2015GO Bond			\$3,500.00
Invoice	12/22/2021				
<b>Cash Payment</b>	E 351-47000-601 Debt Srv Bond Principal	2015GO Bond			\$30,000.00
Invoice	12/22/2021				
<b>Cash Payment</b>	E 351-47000-611 Bond Interest	2015GO Bond			\$3,517.50
Invoice	12/22/2021				
Transaction Date	12/30/2021	Checking	10100	<b>Total</b>	\$62,017.50
Refer	2213 <i>Harvest Bank</i>				
					<i>1/1/2022</i>
<b>Cash Payment</b>	E 101-41400-131 Employer Paid Health	Nicole Pilarski HSA			\$191.25
Invoice					
<b>Cash Payment</b>	E 200-42200-131 Employer Paid Health	Nicole Pilarski HSA			\$11.25
Invoice					
<b>Cash Payment</b>	E 601-49400-131 Employer Paid Health	Nicole Pilarski HSA			\$11.25
Invoice					
<b>Cash Payment</b>	E 602-49450-131 Employer Paid Health	Nicole Pilarski HSA			\$11.25
Invoice					
Transaction Date	12/30/2021	Checking	10100	<b>Total</b>	\$225.00
Refer	2214 <i>Harvest Bank</i>				
					<i>1/1/2022</i>
<b>Cash Payment</b>	E 101-43100-131 Employer Paid Health	Chad Koren HSA			\$117.00
Invoice					
<b>Cash Payment</b>	E 601-49400-131 Employer Paid Health	Chad Koren HSA			\$60.75
Invoice					
<b>Cash Payment</b>	E 602-49450-131 Employer Paid Health	Chad Koren HSA			\$47.25
Invoice					
Transaction Date	12/30/2021	Checking	10100	<b>Total</b>	\$225.00
Refer	2215 <i>Harvest Bank</i>				
					<i>1/1/2022</i>
<b>Cash Payment</b>	E 101-43100-131 Employer Paid Health	Travis Peterson HSA			\$117.00
Invoice					
<b>Cash Payment</b>	E 601-49400-131 Employer Paid Health	Travis Peterson HSA			\$60.75
Invoice					
<b>Cash Payment</b>	E 602-49450-131 Employer Paid Health	Travis Peterson HSA			\$47.25
Invoice					
Transaction Date	12/30/2021	Checking	10100	<b>Total</b>	\$225.00



City of Kimball  
Payments

Current Period: January 2022

Fund Summary

	10100 Checking
101 GENERAL FUND	\$4,020.37
200 FIRE/RESCUE FUND	\$582.02
318 2015 GO BOND/REF DEBT ACCT	\$28,500.00
351 2008 GO BOND	\$33,517.50
420 MnDOT TH15 2022 Project	\$50.00
601 WATER FUND	\$29,266.72
602 SEWER FUND	\$845.83
	<hr/>
	\$96,782.44

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$96,782.44
Total	<hr/>
	\$96,782.44