

Council Meeting  
January 28, 2014

Meeting called to order by Mayor Tammy Konz at 7:00pm

Council members present: Tammy Konz, Joe Krippner, Sheryl Carlson and Paula Capes; Eric Loewen absent

Other present: Joyce Quast, Ed Marsolek, Ed Borman, Ashley Sanquist, Dennis Loewen and James Frilstad

Ed Marsolek from Heritage House spoke with the Council about their expansion. A TIF District had been set up in 2009 for the project. They have secured financing and are looking at starting construction July 1. They currently employ 16-20 people and with their expansion they will add an additional 10-14 employees. The City Clerk will contact Shannon Sweeney from David Drown's office to discuss the TIF District and how to proceed.

Dennis Loewen from the Clearwater River Watershed District spoke with the Council about a grant project that they are a finalist for through the Board of Water & Soil Resources.

Motion made by Paula Capes and seconded by Joe Krippner to provide a letter of support to the Board of Water & Soil Resources for the Clearwater River Watershed District; motion carried

Councilmember Eric Loewen absent

Motion made by Paula Capes and seconded by Sheryl Carlson to approve the claims; motion carried  
Councilmember Eric Loewen absent

Motion made by Joe Krippner and seconded by Paula Capes to approve the following Consent Agenda Items:

1. Minutes of the January 7, 2014 City Council Meeting
2. Minutes of the January 14, 2014 Employee Meeting
3. City Clerk to attend MCFOA Annual Conference in St. Cloud March 18-21, 2014
4. Acceptance of Resignation of William Thell from Kimball Area Fire & Rescue Department
5. Employee Time-off Request

motion carried

Councilmember Eric Loewen absent

Motion made by Paula Capes and seconded by Joe Krippner to change the February regular meeting date from the 4<sup>th</sup> to the 12<sup>th</sup>; motion carried

Councilmember Eric Loewen absent

The Council discussed utility rates.

Motion made by Sheryl Carlson to increase the water and sewer base rates by \$2.50 and remove the 1,000 gallons that are included in the base charge; motion dies for lack of second

Motion made by Joe Krippner and seconded by Sheryl Carlson to increase the water and sewer base rates by \$2.50 effective March 1, 2014; motion carried

Councilmember Eric Loewen absent

Ed Borman from the Public Works Dept. reported that the lift station has been fixed.

Chief Frilstad from the Police Dept. reported that the new squad has been outfitted with needed equipment; lettering will be done soon. Councilmember Krippner would like the Police Chief to check into having the existing squad truck re-lettered to match the new squad. The Council discussed receiving different reports from the Police Dept. and changing their schedule to allow for different patrol hours.

Motion made by Joe Krippner and seconded by Paula Capes to adjourn at 8:25; motion carried  
Councilmember Eric Loewen absent

Respectfully submitted by Nicole Pilarski

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## Payments

Current Period: January 2014

Batch Name	012814Claims Payment	Computer Dollar Amt	\$21,998.58	Posted
Refer	6120 U.S. POSTAL SERVICE	Ck# 000443E 1/9/2014		
Cash Payment	E 101-41400-322 Postage	Clerk Postage - roll of stamps		\$46.00
Invoice	447			
Transaction Date	1 /14/2014	Due 0 Checking	10100	<b>Total</b> \$46.00
Refer	6121 GFOA	Ck# 000444E 1/14/2014		
Cash Payment	E 101-41400-208 Training and Instruction	Clerk Desktop Training		\$85.00
Invoice				
Transaction Date	1 /14/2014	Due 0 Checking	10100	<b>Total</b> \$85.00
Refer	6122 ADVANCED DISPOSAL ST CLOUD G2	Ck# 000445E 1/21/2014		
Cash Payment	E 101-41000-384 Refuse/Garbage Disposal	City Hall Dumpster		\$10.00
Invoice	G20001328794 12/31/2013			
Cash Payment	E 603-49500-384 Refuse/Garbage Disposal Residential	35gal Garbage		\$115.80
Invoice	G20001328794 12/31/2013			
Cash Payment	E 603-49500-384 Refuse/Garbage Disposal Residential	64gal Garbage		\$2,132.10
Invoice	G20001328794 12/31/2013			
Cash Payment	E 603-49500-384 Refuse/Garbage Disposal Residential	95gal Garbage		\$223.00
Invoice	G20001328794 12/31/2013			
Cash Payment	E 603-49500-384 Refuse/Garbage Disposal Residential	Recycling		\$756.00
Invoice	G20001328794 12/31/2013			
Transaction Date	1 /21/2014	Due 0 Checking	10100	<b>Total</b> \$3,236.90
Refer	6125 ARVIG	Ck# 036396 1/28/2014		
Cash Payment	E 601-49400-321 Telephone	Water Plant Alarm		\$37.70
Invoice	1/22/2014			
Cash Payment	E 601-49400-321 Telephone	Water Plant Alarm		\$39.83
Invoice	1/22/2014			
Cash Payment	E 101-41000-321 Telephone	City Hall Fax		\$93.92
Invoice	1/22/2014			
Cash Payment	E 101-41000-321 Telephone	City Hall Telephone		\$101.13
Invoice	1/22/2014			
Cash Payment	E 200-42200-321 Telephone	Fire Dept Telephone		\$87.91
Invoice	1/22/2014			
Cash Payment	E 101-42500-321 Telephone	Civil Defense Telephone		\$37.70
Invoice	1/22/2014			
Cash Payment	E 101-42110-321 Telephone	Police Computer Line		\$37.70
Invoice	1/22/2014			
Cash Payment	E 602-49450-321 Telephone	Scheeler Lift Station Telephon		\$37.70
Invoice	1/22/2014			
Cash Payment	E 101-42110-321 Telephone	Police Telephone & Fax		\$82.09
Invoice	1/22/2014			
Transaction Date	1 /27/2014	Due 0 Checking	10100	<b>Total</b> \$555.68
Refer	6126 US BANK EQUIPMENT FINANCE	Ck# 036424 1/28/2014		
Cash Payment	E 101-41000-414 Data Processing Equip	Copier Lease		\$388.16
Invoice	245756671 1/23/2014			
Transaction Date	1 /27/2014	Due 0 Checking	10100	<b>Total</b> \$388.16
Refer	6127 OFFICE DEPOT	Ck# 036418 1/28/2014		
Cash Payment	E 101-41000-200 Office Supplies	Office Supplies		\$37.47
Invoice	686544966001 1/13/2014			

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Current Period: January 2014

Cash Payment	E 101-41000-200 Office Supplies	Office Supplies		\$21.42
	Invoice693728733001	1/14/2014		
Transaction Date	1/27/2014	Due 0 Checking	10100	<b>Total</b> \$58.89
Refer	6128 XCEL ENERGY	<u>Ck# 036425</u>	<u>1/28/2014</u>	
Cash Payment	E 101-43100-381 Electric Utilities	Street Light		\$4.75
	Invoice505047895	1/21/2014		
Cash Payment	E 101-43100-381 Electric Utilities	Public Works Electricity		\$2.17
	Invoice505047885	1/21/2014		
Cash Payment	E 101-42500-381 Electric Utilities	Civil Defense Electricity		\$3.57
	Invoice505047861	1/21/2014		
Cash Payment	E 101-43100-381 Electric Utilities	Christmas Lights Electricity		\$38.44
	Invoice502988031	1/7/2014		
Cash Payment	E 101-43100-381 Electric Utilities	Street Lights		\$381.55
	Invoice502569189	1/3/2014		
Cash Payment	E 601-49400-381 Electric Utilities	Water Plant Electricity		\$4.75
	Invoice505047656	1/21/2014		
Transaction Date	1/27/2014	Due 0 Checking	10100	<b>Total</b> \$435.23
Refer	6129 SEH	<u>Ck# 036419</u>	<u>1/28/2014</u>	
Cash Payment	E 317-47000-303 Engineering Fees	Utility Project Engineering		\$878.51
	Invoice277457	1/15/2014		
Transaction Date	1/27/2014	Due 0 Checking	10100	<b>Total</b> \$878.51
Refer	6130 AT&T	<u>Ck# 036397</u>	<u>1/28/2014</u>	
Cash Payment	E 101-42110-321 Telephone	Police Chief Cell Phone		\$60.05
	Invoice287235351796X01	1/10/2014		
Cash Payment	E 602-49450-321 Telephone	Sewer Cell Phone		\$15.09
	Invoice287235351796X01	1/10/2014		
Cash Payment	E 101-43100-321 Telephone	Public Works Cell Phone		\$30.18
	Invoice287235351796X01	1/10/2014		
Cash Payment	E 601-49400-321 Telephone	Water Cell Phone		\$15.09
	Invoice287235351796X01	1/10/2014		
Transaction Date	1/27/2014	Due 0 Checking	10100	<b>Total</b> \$120.41
Refer	6131 KIMBALL GARAGE	<u>Ck# 036410</u>	<u>1/28/2014</u>	
Cash Payment	E 101-42110-222 Vehicle Maintenance	Police Durango Replace Alternator		\$339.35
	Invoice18379	1/3/2014		
Transaction Date	1/27/2014	Due 0 Checking	10100	<b>Total</b> \$339.35
Refer	6132 MEDICA	<u>Ck# 036411</u>	<u>1/28/2014</u>	
Cash Payment	E 200-42200-131 Employer Paid Health	Clerk Health		\$16.70
	Invoice0033742084	1/13/2014		
Cash Payment	E 101-42110-131 Employer Paid Health	POLICE HEALTH		\$2,521.99
	Invoice0033742084	1/13/2014		
Cash Payment	E 101-43100-131 Employer Paid Health	PUBLIC WORKS HEALTH		\$876.23
	Invoice0033742084	1/13/2014		
Cash Payment	E 601-49400-131 Employer Paid Health	WATER HEALTH		\$479.87
	Invoice0033742084	1/13/2014		
Cash Payment	E 602-49450-131 Employer Paid Health	SEWER HEALTH		\$479.86
	Invoice0033742084	1/13/2014		
Cash Payment	E 101-41400-131 Employer Paid Health	CLERK HEALTH		\$233.79
	Invoice0033742084	1/13/2014		
Transaction Date	1/27/2014	Due 0 Checking	10100	<b>Total</b> \$4,608.44
Refer	6133 CENTERPOINT ENERGY	<u>Ck# 036399</u>	<u>1/28/2014</u>	

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Cash Payment	E 101-42110-383 Gas Utilities	Police Bldg Gas Service		\$193.68
Invoice	1/14/2014			
Cash Payment	E 101-45200-383 Gas Utilities	Shelter Gas Service		\$38.89
Invoice	1/14/2014			
Transaction Date	1 /27/2014	Due 0 Checking	10100	<b>Total</b> \$232.57
Refer	6134 SPRINT	<u>Ck# 036420 1/28/2014</u>		
Cash Payment	E 101-42110-321 Telephone	POLICE LAPTOPS		\$79.98
Invoice				
Transaction Date	1 /27/2014	Due 0 Checking	10100	<b>Total</b> \$79.98
Refer	6135 TOWN OF FAIRHAVEN	<u>Ck# 036423 1/28/2014</u>		
Cash Payment	E 101-42110-437 Other Miscellaneous	4 Dec DSC Tix		\$200.00
Invoice				
Cash Payment	E 101-42110-437 Other Miscellaneous	1 Jan DSC Tix		\$50.00
Invoice				
Transaction Date	1 /27/2014	Due 0 Checking	10100	<b>Total</b> \$250.00
Refer	6136 JOVANOVICH KADLEC & ATHMANN	<u>Ck# 036408 1/28/2014</u>		
Cash Payment	E 101-42110-304 Legal Fees	Police Legal		\$1,006.50
Invoice2803	12/31/2013			
Cash Payment	E 101-41910-304 Legal Fees	Kim-Built Legal		\$13.50
Invoice2900	12/31/2013			
Transaction Date	1 /27/2014	Due 0 Checking	10100	<b>Total</b> \$1,020.00
Refer	6137 MEEKER COOPERATIVE	<u>Ck# 036412 1/28/2014</u>		
Cash Payment	E 602-49450-381 Electric Utilities	Heritage Park Lift Station		\$79.11
Invoice				
Cash Payment	E 101-43100-381 Electric Utilities	Street Light		\$16.76
Invoice				
Cash Payment	E 101-43100-381 Electric Utilities	Street Light		\$16.76
Invoice				
Cash Payment	E 101-43100-381 Electric Utilities	Street Light		\$16.76
Invoice				
Cash Payment	E 602-49450-381 Electric Utilities	Scheeler Lift Station		\$92.88
Invoice				
Cash Payment	E 602-49450-381 Electric Utilities	WWTP Electricity		\$571.00
Invoice				
Cash Payment	E 101-43100-381 Electric Utilities	Street Light		\$16.76
Invoice				
Transaction Date	1 /27/2014	Due 0 Checking	10100	<b>Total</b> \$810.03
Refer	6138 FAIRHAVEN ELECTRIC CORP	<u>Ck# 036402 1/28/2014</u>		
Cash Payment	E 602-49450-220 Repair/Maint Supply	Sewer Plant Fuse		\$102.20
Invoice17267	1/15/2014			
Transaction Date	1 /27/2014	Due 0 Checking	10100	<b>Total</b> \$102.20
Refer	6139 GOPHER STATE ONE CALL	<u>Ck# 036404 1/28/2014</u>		
Cash Payment	E 601-49400-433 Dues and Subscriptions	Annual Fee		\$50.00
Invoice91433	1/15/2014			
Cash Payment	E 602-49450-433 Dues and Subscriptions	Annual Fee		\$50.00
Invoice91433	1/15/2014			
Transaction Date	1 /27/2014	Due 0 Checking	10100	<b>Total</b> \$100.00
Refer	6140 STEARNS COUNTY SHERIFFS	<u>Ck# 036422 1/28/2014</u>		
Cash Payment	E 101-42110-207 Computer/Printer/Copier	Police 4th QTR MDT		\$56.88
InvoiceSD14-0011	1/7/2014			

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## Payments

Current Period: January 2014

Transaction Date	1 /27/2014	Due 0 Checking	10100	<b>Total</b>	\$56.88
Refer	6141 <i>MMUA</i>		<u>Ck# 036414 1/28/2014</u>		
Cash Payment	E 601-49400-433 Dues and Subscriptions	Water Annual Membership Dues			\$135.00
Invoice	42685	1/10/2014			
Transaction Date	1 /27/2014	Due 0 Checking	10100	<b>Total</b>	\$135.00
Refer	6142 <i>FORMS &amp; SYSTEMS OF</i>		<u>Ck# 036403 1/28/2014</u>		
Cash Payment	E 101-42110-200 Office Supplies	Police Citations			\$312.50
Invoice	135390	1/9/2014			
Transaction Date	1 /27/2014	Due 0 Checking	10100	<b>Total</b>	\$312.50
Refer	6143 <i>STEARNS COUNTY AUDITOR-</i>		<u>Ck# 036421 1/28/2014</u>		
Cash Payment	E 101-41410-207 Computer/Printer/Copier	Election Equip Maintenance			\$452.08
Invoice	2014-00000019	1/9/2014			
Transaction Date	1 /27/2014	Due 0 Checking	10100	<b>Total</b>	\$452.08
Refer	6145 <i>HEALTH PARTNERS</i>		<u>Ck# 036406 1/28/2014</u>		
Cash Payment	E 101-42110-133 Employer Paid Dental	POLICE DENTAL			\$264.48
Invoice					
Cash Payment	E 101-43100-133 Employer Paid Dental	PUBLIC WORKS DENTAL			\$66.12
Invoice					
Cash Payment	E 601-49400-133 Employer Paid Dental	WATER DENTAL			\$38.61
Invoice					
Cash Payment	E 602-49450-133 Employer Paid Dental	SEWER DENTAL			\$38.61
Invoice					
Cash Payment	E 101-41400-133 Employer Paid Dental	CLERK DENTAL			\$31.09
Invoice					
Cash Payment	E 200-42200-133 Employer Paid Dental	CLERK DENTAL			\$2.23
Invoice					
Transaction Date	1 /27/2014	Due 0 Checking	10100	<b>Total</b>	\$441.14
Refer	6146 <i>CENTERPOINT ENERGY</i>		<u>Ck# 036399 1/28/2014</u>		
Cash Payment	E 101-41000-383 Gas Utilities	City Hall Gas Service			\$489.64
Invoice		12/31/2013			
Cash Payment	E 601-49400-383 Gas Utilities	Water Gas Service			\$260.83
Invoice		12/31/2013			
Cash Payment	E 101-43100-383 Gas Utilities	Public Works Gas Service			\$102.71
Invoice		12/31/2013			
Cash Payment	E 200-42200-383 Gas Utilities	Fire Hall Gas Service			\$385.75
Invoice		12/31/2013			
Transaction Date	1 /27/2014	Due 0 Checking	10100	<b>Total</b>	\$1,238.93
Refer	6147 <i>MN STATE FIRE DEPT ASSN</i>		<u>Ck# 036416 1/28/2014</u>		
Cash Payment	E 200-42200-433 Dues and Subscriptions	Fire Dept 2014 Membership			\$170.00
Invoice		1/1/2014			
Transaction Date	1 /27/2014	Due 0 Checking	10100	<b>Total</b>	\$170.00
Refer	6148 <i>MSFDA</i>		<u>Ck# 036417 1/28/2014</u>		
Cash Payment	E 200-42200-433 Dues and Subscriptions	Fire Dept. Magazine Subscription			\$6.00
Invoice		1/1/2014			
Transaction Date	1 /27/2014	Due 0 Checking	10100	<b>Total</b>	\$6.00
Refer	6149 <i>MN STATE FIRE CHIEFS ASSC.</i>		<u>Ck# 036415 1/28/2014</u>		
Cash Payment	E 200-42200-433 Dues and Subscriptions	Fire Dept. 2014 Membership Dues			\$189.00
Invoice		1/1/2014			
Transaction Date	1 /27/2014	Due 0 Checking	10100	<b>Total</b>	\$189.00

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Refer	6150 GRANITE ELECTRONICS	Ck# 036405	1/28/2014		
Cash Payment	E 200-42200-323 Radio Units			Fire Dept Pager Battery & Belt Clip Cases	\$474.01
Invoice	454311		1/7/2014		
Transaction Date	1/27/2014	Due 0	Checking	10100	<b>Total</b> \$474.01
Refer	6151 MINNESOTA DEPT OF LABOR	Ck# 036413	1/28/2014		
Cash Payment	E 101-42400-305 Building Permits			3rd & 4th Qtr Building Surcharge	\$733.88
Invoice	18800145110		12/31/2013		
Transaction Date	1/27/2014	Due 0	Checking	10100	<b>Total</b> \$733.88
Refer	6152 INSPECTRON, INC.	Ck# 036407	1/28/2014		
Cash Payment	E 101-42400-305 Building Permits			Dec 2013 Permits & Surcharge Filing Fee	\$4,417.36
Invoice			1/9/2014		
Transaction Date	1/27/2014	Due 0	Checking	10100	<b>Total</b> \$4,417.36
Refer	6153 KIFFMEYER, BRIAN	Ck# 036409	1/28/2014		
Cash Payment	E 200-42200-222 Vehicle Maintenance			Reimbursement for Fire Dept Vehicle Part	\$24.45
Invoice			1/9/2014		
Transaction Date	1/27/2014	Due 0	Checking	10100	<b>Total</b> \$24.45

Fund Summary

	10100 Checking	
603 REFUSE (GARBAGE) FUND	\$3,226.90	
602 SEWER FUND	\$1,466.45	
601 WATER FUND	\$1,061.68	
317 2013 USDA CONST ACCT	\$878.51	
200 FIRE/RESCUE FUND	\$1,356.05	
101 GENERAL FUND	\$14,008.99	
	\$21,998.58	

Pre-Written Checks	\$21,998.58
Checks to be Generated by the Computer	\$0.00
<b>Total</b>	\$21,998.58

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Payments

Current Period: January 2014

Batch Name 012814Claim2  
 Payment Computer Dollar Amt \$952.44 Posted

Refer	6155 COLONIAL LIFE	Ck# 036401	1/28/2014		
Cash Payment	G 101-21710 Other Deductions			Jan Premium	\$112.44
Invoice	3913340-0110250		1/25/2014		
Transaction Date	1/28/2014	Due 0	Checking	10100	<b>Total</b> \$112.44
Refer	6156 ZWILLING, TROY	Ck# 036426	1/28/2014		
Cash Payment	E 602-49450-300 Professional Svcs			Visits Weeks of 1/5, 1/12, 1/19 & 1/26	\$250.00
Invoice			1/31/2014		
Cash Payment	E 601-49400-300 Professional Svcs			Visits Weeks of 1/5, 1/12, 1/19 & 1/26	\$250.00
Invoice			1/31/2014		
Transaction Date	1/28/2014	Due 0	Checking	10100	<b>Total</b> \$500.00
Refer	6157 CITY OF KIMBALL	Ck# 036400	1/28/2014		
Cash Payment	E 101-41000-319 Petty Cash			Petty Cash	\$90.00
Invoice					
Transaction Date	1/28/2014	Due 0	Checking	10100	<b>Total</b> \$90.00

Refer	6158 BURLAGE, LISA	Ck# 036398 1/28/2014		
Cash Payment	E 200-42200-300 Professional Svcs	Fire Dept. Grant Writing		\$250.00
Invoice	112213 11/22/2013			
Transaction Date	1/28/2014	Due 0 Checking	10100	<b>Total</b> \$250.00

**Fund Summary**

	10100 Checking	
602 SEWER FUND	\$250.00	
601 WATER FUND	\$250.00	
200 FIRE/RESCUE FUND	\$250.00	
101 GENERAL FUND	\$202.44	
	\$952.44	

Pre-Written Checks	\$952.44
Checks to be Generated by the Computer	\$0.00
<b>Total</b>	\$952.44

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**Payments**

**Current Period: January 2014**

Batch Name	013114MCFOA	Computer Dollar Amt	\$265.00	<b>Posted</b>
	Payment			

Refer	6159 GTS	Ck# 000447E 1/31/2014		
Cash Payment	E 101-41400-208 Training and Instruction	Clerk Attendance at MCFOA Conference		\$265.00
Invoice	64723602 1/31/2014			
Transaction Date	1/31/2014	Due 0 Checking	10100	<b>Total</b> \$265.00

**Fund Summary**

	10100 Checking	
101 GENERAL FUND	\$265.00	
	\$265.00	

Pre-Written Checks	\$265.00
Checks to be Generated by the Computer	\$0.00
<b>Total</b>	\$265.00