

Council Meeting

February 5, 2019

Meeting called to order by Mayor Tammy Konz at 6:30pm

Councilmembers present: Tammy Konz, Sheryl Carlson, Cindy Stelten, Kyle Christensen and DuWayne Orbeck

Others present: Dave Traurig, Jon Lentz, Nick Walther, Tom Jovanovich and Jean Matua

Motion made by Cindy Stelten and seconded by Kyle Christensen to approve the following addendums to the agenda: Kimball Days and Plow Truck; motion carried

Motion made by DuWayne Orbeck and seconded by Cindy Stelten to approve the claims; motion carried

Motion made by Kyle Christensen and seconded by DuWayne Orbeck to approve the following Consent Agenda items:

1. Minutes of the January 8, 2019 Council Meeting
2. Minutes of the January 23, 2019 Special Meeting
3. City Clerk to attend MCFOA Conference March 19-22, 2019 in St. Cloud, MN
4. Resolution No. 02052019A A Resolution Authorizing the Transfer of Funds
5. Resolution No. 02052019B Resolution Updating the City of Kimball's Utility Billing Policy

motion carried

Stearns County Captain Jon Lentz reviewed the monthly police department reports with the Council.

Fire Chief Dave Traurig reported that the Dept. has responded to 62 calls so far since the beginning of December, this is uncharted territory for them. The majority of the calls are medical; 2 have been car fires and 2 have been false alarms.

Emergency Management Director Brian Kiffmeyer was not present.

Motion made by Cindy Stelten and seconded by Sheryl Carlson to approve the January monthly Clerk reports; motion carried

Motion made by DuWayne Orbeck and seconded by Cindy Stelten to approve Pay Application #1 in the amount of \$1,402.20 to Yamry Construction, Inc.; motion carried

Motion made by Kyle Christensen and seconded by Cindy Stelten to approve the payment arrangement for 110 Hazel Ave E; motion carried

The Council reviewed and discussed the bill received from Pax Water Technologies for the Service Repairs in the amount of \$1,925 (including shipping) for the water tower mixer.

Motion made by Kyle Christensen and seconded by Sheryl Carlson to hold payment on the bill and to pay it upon successful installation; motion carried

The Council discussed the notice issue by the City on January 26, 2019 regarding running water to help avoid service lines from freezing; at this time there are 69 accounts that have contacted City Hall regarding running water.

Motion made by Kyle Christensen and seconded by DuWayne Orbeck to credit those utility accounts that have contacted City Hall for running water; motion carried

Motion made by Kyle Christensen and seconded by Cindy Stelten to have 2 booths at the Kimball Area Chamber of Commerce Business Expo; motion carried

Mayor Konz discussed Kimball Days; it would be nice to have someone from the Council be on the committee as she will be stepping down.

The Council discussed the Plow Truck; the new cutting edges were put on backwards. Troy fixed that and did some minor repairs to the plow itself that were necessary to continue to plow, however the plow should still be replaced. A new plow has been priced out from North Central Truck Equipment for just over \$5,100 including trade-in of the old plow.

Motion made by Sheryl Carlson and seconded by Kyle Christensen to approve the purchase of a new plow for the Plow Truck from North Central Truck Equipment for approximately \$5,100; motion carried

Motion made by Cindy Stelten and seconded by DuWayne Orbeck to adjourn at 7:06pm; motion carried

Respectfully submitted by Nicole Pilarski

City of Kimball

02/01/19 4:34 PM

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Payments

Current Period: February 2019

Batch Name	020519Claims Payments	User Dollar Amt	\$5,148.80	Computer Dollar Amt	\$5,148.80	
						\$0.00 In Balance
Refer	11487 MARCO TECHNOLOGIES LLC 2	-				
Cash Payment	E 101-42110-300 Professional Svcs (GENE Police Shredding Pickup					\$45.00
Invoice	INV5974965 1/28/2019					
Cash Payment	E 101-41000-300 Professional Svcs (GENE Monthly Shredding Pickup					\$35.00
Invoice	INV5974968 1/28/2019					
Transaction Date	2/1/2019	Checking	10100	Total		\$80.00
Refer	11488 CUSTOM TOWING LLC	-				
Cash Payment	E 101-42110-300 Professional Svcs (GENE Police - Vehicle Wench Out 1/27					\$100.00
Invoice	1/30/2019					
Cash Payment	E 101-42110-300 Professional Svcs (GENE Police - Vehicle Wench Out 12/2018					\$150.00
Invoice	1/30/2019					
Transaction Date	2/1/2019	Checking	10100	Total		\$250.00
Refer	11489 US BANK VOYAGER FLEET SYS	-				
Cash Payment	E 101-42110-212 Motor Fuels Police Fuel					\$21.77
Invoice	12/27/2018					
Cash Payment	E 101-42110-212 Motor Fuels Police Fuel					\$14.52
Invoice	12/28/2018					
Cash Payment	E 101-42110-212 Motor Fuels Police Fuel					\$14.96
Invoice	1/5/2019					
Cash Payment	E 101-42110-222 Vehicle Maintenance Police Car Wash					\$8.00
Invoice	1/5/2019					
Cash Payment	E 101-42110-212 Motor Fuels Police Fuel					\$16.92
Invoice	1/6/2019					
Cash Payment	E 101-42110-212 Motor Fuels Police Fuel					\$15.59
Invoice	1/6/2019					
Cash Payment	E 101-42110-212 Motor Fuels Police Fuel					\$18.74
Invoice	1/10/2019					
Cash Payment	E 101-42110-212 Motor Fuels Police Fuel					\$8.55
Invoice	1/10/2019					
Cash Payment	E 101-42110-212 Motor Fuels Police Fuel					\$22.81
Invoice	1/15/2019					
Cash Payment	E 101-42110-212 Motor Fuels Police Fuel					\$17.32
Invoice	1/18/2019					
Cash Payment	E 101-43100-212 Motor Fuels Public Works Fuel					\$34.69
Invoice	12/27/2018					
Cash Payment	E 101-43100-212 Motor Fuels Public Works Fuel					\$45.54
Invoice	1/1/2019					
Cash Payment	E 101-43100-212 Motor Fuels Public Works Fuel					\$1.05
Invoice	1/1/2019					
Cash Payment	E 101-43100-212 Motor Fuels Public Works Fuel					\$37.45
Invoice	12/27/2018					
Cash Payment	E 101-43100-212 Motor Fuels Public Works Fuel					\$50.40
Invoice	12/27/2018					
Cash Payment	E 101-43100-212 Motor Fuels Public Works Fuel					\$34.35
Invoice	12/31/2018					
Cash Payment	E 101-43100-212 Motor Fuels Public Works Fuel					\$47.36
Invoice	1/4/2019					

City of Kimball

Payments

Current Period: February 2019

Cash Payment	E 200-42200-212 Motor Fuels	Fire Fuel	\$64.69
Invoice	1/2/2019		
Cash Payment	E 200-42200-212 Motor Fuels	NO RECEIPT	\$71.95
Invoice	1/23/2019		
Cash Payment	E 200-42200-212 Motor Fuels	NO RECEIPT	\$33.56
Invoice	1/16/2019		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$12.93
Invoice	12/24/2018		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$13.90
Invoice	12/25/2018		
Cash Payment	E 101-42110-222 Vehicle Maintenance	Police Car Wash	\$6.00
Invoice	12/25/2018		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$15.11
Invoice	12/29/2018		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$17.83
Invoice	12/30/2018		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$24.35
Invoice	12/31/2018		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$20.23
Invoice	1/2/2019		
Cash Payment	E 101-42110-222 Vehicle Maintenance	Police Car Wash	\$4.00
Invoice	1/2/2019		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$12.84
Invoice	1/3/2019		
Cash Payment	E 101-42110-212 Motor Fuels	NO RECEIPT	\$18.84
Invoice	1/8/2019		
Cash Payment	E 101-42110-212 Motor Fuels	NO RECEIPT	\$16.01
Invoice	1/8/2019		
Cash Payment	E 101-42110-222 Vehicle Maintenance	NO RECEIPT	\$6.00
Invoice	1/8/2019		
Cash Payment	E 101-42110-212 Motor Fuels	NO RECEIPT	\$19.62
Invoice	1/12/2019		
Cash Payment	E 101-42110-212 Motor Fuels	NO RECEIPT	\$18.81
Invoice	1/13/2019		
Cash Payment	E 101-42110-212 Motor Fuels	NO RECEIPT	\$13.99
Invoice	1/13/2019		
Cash Payment	E 101-42110-212 Motor Fuels	NO RECEIPT	\$18.40
Invoice	1/16/2019		
Cash Payment	E 101-42110-222 Vehicle Maintenance	NO RECEIPT	\$4.00
Invoice	1/16/2019		
Cash Payment	E 101-42110-212 Motor Fuels	NO RECEIPT	\$17.94
Invoice	1/18/2019		
Cash Payment	E 101-42110-212 Motor Fuels	NO RECEIPT	\$17.92
Invoice	1/21/2019		
Cash Payment	E 101-42110-212 Motor Fuels	NO RECEIPT	\$15.20
Invoice	1/22/2019		
Cash Payment	E 101-41000-437 Other Miscellaneous	Retailer Adjustment	-\$2.76
Invoice	1/13/2019		
Transaction Date	2/1/2019	Checking	10100
			Total
			\$871.38

Refer 11490 *MARCO TECHNOLOGIES LLC*

Cash Payment	E 101-41000-414 Data Processing Equip R Copier Lease		\$339.35
Invoice	376617056	1/25/2019	

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Payments

Current Period: February 2019

Transaction Date	2/1/2019	Checking	10100	Total	\$339.35
Refer	11491	<i>LEAGUE OF MINNESOTA CITIES</i>		-	
Cash Payment	E 101-43100-208 Training and Instruction	2018 Safety Training			\$150.00
Invoice	288160	1/25/2019			
Cash Payment	E 601-49400-208 Training and Instruction	2018 Safety Training			\$75.00
Invoice	288160	1/25/2019			
Cash Payment	E 602-49450-208 Training and Instruction	2018 Safety Training			\$75.00
Invoice	288160	1/25/2019			
Transaction Date	2/1/2019	Checking	10100	Total	\$300.00
Refer	11492	<i>KIMBALL GARAGE</i>		-	
Cash Payment	E 101-42110-222 Vehicle Maintenance	Police Durango - Repair Hood Strut, Intake Gasket, Motor Mounts, Fuse Panel & Heater Hose Assmby			\$1,547.06
Invoice	31442	1/4/2019			
Transaction Date	2/1/2019	Checking	10100	Total	\$1,547.06
Refer	11493	<i>XCEL ENERGY</i>		-	
Cash Payment	E 601-49400-381 Electric Utilities	Water Plant Electricity			\$15.70
Invoice	763667617	1/21/2019			
Cash Payment	E 101-43100-381 Electric Utilities	Street Light			\$15.70
Invoice	763667612	1/21/2019			
Cash Payment	E 101-42500-381 Electric Utilities	Civil Defense Electricity			\$3.82
Invoice	763667296	1/21/2019			
Cash Payment	E 101-43100-381 Electric Utilities	Public Works Electricity			\$8.99
Invoice	763667609	1/21/2019			
Transaction Date	2/1/2019	Checking	10100	Total	\$44.21
Refer	11494	<i>ARVIG</i>		-	
Cash Payment	E 602-49450-321 Telephone	Scheeler Lift Station Telephon			\$43.28
Invoice		1/22/2019			
Cash Payment	E 601-49400-321 Telephone	Water Plant Alarm			\$45.28
Invoice		1/22/2019			
Cash Payment	E 101-42110-321 Telephone	Police Computer Line			\$43.28
Invoice		1/22/2019			
Cash Payment	E 101-42110-321 Telephone	Police Telephone & Fax			\$90.93
Invoice		1/22/2019			
Cash Payment	E 101-42500-321 Telephone	Civil Defense Telephone			\$43.28
Invoice		1/22/2019			
Cash Payment	E 200-42200-321 Telephone	Fire Dept Telephone			\$94.88
Invoice		1/22/2019			
Cash Payment	E 101-41000-321 Telephone	City Hall Telephone			\$104.32
Invoice		1/22/2019			
Cash Payment	E 101-41000-321 Telephone	City Hall Fax			\$98.50
Invoice		1/22/2019			
Cash Payment	E 601-49400-321 Telephone	Water Plant Alarm			\$43.28
Invoice		1/22/2019			
Cash Payment	E 602-49450-321 Telephone	Heritage Park Lift Station Tel			\$44.38
Invoice		1/22/2019			
Transaction Date	2/1/2019	Checking	10100	Total	\$651.41
Refer	11495	<i>TRI-COUNTY NEWS</i>		-	
Cash Payment	E 101-41400-352 General Notices and Pub	Clerk/Treasurer Ad			\$44.00
Invoice	01809170	10/4/2018			

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Cash Payment	E 101-41000-351 Legal Notices Publishing City Hall ADA Bid Notice		\$274.13
Invoice	01809170 10/4/2018	Project 18-003	
Transaction Date	2/1/2019	Checking 10100	Total \$318.13
Refer	11496 OFFICE DEPOT	-	
Cash Payment	E 101-41100-200 Office Supplies (GENER Council Stylus for iPads		\$59.95
Invoice	262180852001 1/21/2019		
Transaction Date	2/1/2019	Checking 10100	Total \$59.95
Refer	11497 CENTRAL HYDRAULICS	-	
Cash Payment	E 101-43100-224 Street Maint Materials Snow Plow Cutting Edges		\$553.40
Invoice	0097387 1/5/2019		
Transaction Date	2/1/2019	Checking 10100	Total \$553.40
Refer	11498 MINNESOTA UI FUND	-	
		Ck# 001465E 2/25/2019	
Cash Payment	E 101-42110-142 Unemployment Benefit P Police Dept UI Wages		\$13.94
Invoice	12493655 1/8/2019		
Transaction Date	2/1/2019	Checking 10100	Total \$13.94
Refer	11499 SPRINT	-	
Cash Payment	E 101-42110-321 Telephone POLICE LAPTOPS		\$119.97
Invoice	325068815-134 1/18/2019		
Transaction Date	2/1/2019	Checking 10100	Total \$119.97

Fund Summary

	10100 Checking
101 GENERAL FUND	\$4,541.80
200 FIRE/RESCUE FUND	\$265.08
601 WATER FUND	\$179.26
602 SEWER FUND	\$162.66
	\$5,148.80

Pre-Written Checks	\$13.94
Checks to be Generated by the Computer	\$5,134.86
Total	\$5,148.80

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Payments

Current Period: February 2019

Batch Name	020519Claim2	User Dollar Amt	\$4,542.45		
Payments		Computer Dollar Amt	\$4,542.45		
			\$0.00	In Balance	
Refer	11505 <i>PILARSKI, NICOLE J</i>	-			
Cash Payment	E 101-41000-220 Repair/Maint Supply (GE	Reimburse Office Moving Supplies			\$14.06
Invoice	2/5/2019				
Cash Payment	E 101-41000-220 Repair/Maint Supply (GE	Reimburse Thermometer for Measuring Water Temp			\$9.37
Invoice	2/5/2019				
Transaction Date	2/5/2019	Checking	10100	Total	\$23.43
Refer	11506 <i>DAHLINGER, AARON</i>	-			
Cash Payment	E 101-43100-300 Professional Srvs (GENE	Plowing 1.5hrs on 1/24			\$125.00
Invoice	2/5/2019				
Cash Payment	E 101-43100-300 Professional Srvs (GENE	Plowing w/Own Equip 5hrs on 1/28			\$250.00
Invoice	2/5/2019				
Transaction Date	2/5/2019	Checking	10100	Total	\$375.00
Refer	11507 <i>OFFICE DEPOT</i>	-			
Cash Payment	E 101-41100-200 Office Supplies (GENER	Council Supplies			\$33.20
Invoice	262180131001 1/22/2019				
Cash Payment	E 101-41100-200 Office Supplies (GENER	Council Supplies			\$22.40
Invoice	262303823001 1/22/2019				
Cash Payment	E 101-41400-207 Computer/Printer/Copier	Clerk Toner			\$55.34
Invoice	263875442001 1/23/2019				
Cash Payment	E 101-41000-200 Office Supplies (GENER	Office Supplies			\$20.99
Invoice	263875442001 1/23/2019				
Transaction Date	2/5/2019	Checking	10100	Total	\$131.93
Refer	11508 <i>TRI-COUNTY NEWS</i>	-			
Cash Payment	E 101-43100-352 General Notices and Pub	Public Works Ad			\$256.73
Invoice	01901438 1/31/2019				
Transaction Date	2/5/2019	Checking	10100	Total	\$256.73
Refer	11509 <i>THEIN WELL CO</i>	-			
Cash Payment	E 601-49400-404 Repairs/Maint Machinery	Annual Well & Pump Inspection			\$275.00
Invoice	6432 1/30/2019				
Transaction Date	2/5/2019	Checking	10100	Total	\$275.00
Refer	11510 <i>KRAMER ELECTRIC OF WATKINS</i>	-			
Cash Payment	E 101-45200-300 Professional Srvs (GENE	Park Electrical Work			\$169.74
Invoice	17407 2/1/2019				
Cash Payment	E 601-49400-404 Repairs/Maint Machinery	Water Plant Electrical Work			\$150.00
Invoice	17430 2/1/2019				
Cash Payment	E 101-42110-401 Repairs/Maint Buildings	Police Bldg Electrical Work & Lamp Disposal			\$90.50
Invoice	17430 2/1/2019				
Transaction Date	2/5/2019	Checking	10100	Total	\$410.24
Refer	11511 <i>ERTL HARDWARE HANK</i>	-			
Cash Payment	E 101-43100-220 Repair/Maint Supply (GE	City Hall Shovels			\$164.97
Invoice	52001 1/29/2019				
Transaction Date	2/5/2019	Checking	10100	Total	\$164.97
Refer	11512 <i>MACKERETH EXCAVATING INC.</i>	-			
Cash Payment	E 200-42200-300 Professional Srvs (GENE	Fire Hall 12/1, 12/2, 12/27, 12/28 & 1/1 Plowing			\$275.00
Invoice	5829 1/16/2019				

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Transaction Date	2/5/2019	Checking	10100	Total	\$275.00
Refer	11513 <u>GOPHER STATE ONE CALL</u>	-			
Cash Payment	E 601-49400-311 Locate calls	Locates			\$0.67
Invoice	9010497 1/31/2019				
Cash Payment	E 602-49450-311 Locate calls	Locates			\$0.68
Invoice	9010497 1/31/2019				
Transaction Date	2/5/2019	Checking	10100	Total	\$1.35
Refer	11514 <u>PSN</u>	<u>Ck# 001471E 2/3/2019</u>			
Cash Payment	E 603-49500-430 Miscellaneous (GENERA Monthly Fee				\$39.95
Invoice	189178 2/3/2019				
Transaction Date	2/5/2019	Checking	10100	Total	\$39.95
Refer	11515 <u>HARVEST BANK</u>	<u>Ck# 001472E 2/1/2019</u>			
Cash Payment	E 101-41400-131 Employer Paid Health	Nicole Pilarski HSA			\$191.25
Invoice					
Cash Payment	E 200-42200-131 Employer Paid Health	Nicole Pilarski HSA			\$11.25
Invoice					
Cash Payment	E 601-49400-131 Employer Paid Health	Nicole Pilarski HSA			\$11.25
Invoice					
Cash Payment	E 602-49450-131 Employer Paid Health	Nicole Pilarski HSA			\$11.25
Invoice					
Transaction Date	2/5/2019	Checking	10100	Total	\$225.00
Refer	11516 <u>HARVEST BANK</u>	<u>Ck# 001473E 2/1/2019</u>			
Cash Payment	E 101-42110-131 Employer Paid Health	Nick Walther HSA			\$225.00
Invoice					
Transaction Date	2/5/2019	Checking	10100	Total	\$225.00
Refer	11517 <u>AMERIPRIDE SERVICES</u>	-			
Cash Payment	E 101-41000-300 Professional Srvs (GENE City Hall Rugs				\$25.72
Invoice	2201141538 1/7/2019				
Cash Payment	E 200-42200-300 Professional Srvs (GENE Fire Hall Rugs				\$34.47
Invoice	2201141538 1/7/2019				
Cash Payment	E 101-41000-300 Professional Srvs (GENE City Hall Rugs				\$34.79
Invoice	2201146962 1/21/2019				
Transaction Date	2/5/2019	Checking	10100	Total	\$94.98
Refer	11518 <u>MEHR, BRIAN</u>	-			
Cash Payment	E 601-49400-300 Professional Srvs (GENE Visits Weeks of 12/30, 1/6, 1/13, 1/20 & 1/27				\$500.00
Invoice	Jan-19 2/3/2019				
Cash Payment	E 602-49450-300 Professional Srvs (GENE Visits Weeks of 12/30, 1/6, 1/13, 1/20 & 1/27				\$500.00
Invoice	Jan-19 2/3/2019				
Transaction Date	2/5/2019	Checking	10100	Total	\$1,000.00
Refer	11519 <u>XCEL ENERGY</u>	-			
Cash Payment	E 601-49400-381 Electric Utilities	Water Tower Lights			\$39.66
Invoice	0764973065 1/29/2019				
Cash Payment	E 101-43100-381 Electric Utilities	Flasher Light			\$48.78
Invoice	0764960422 1/29/2019				
Cash Payment	E 101-42110-381 Electric Utilities	Police Bldg Electricity			\$114.12
Invoice	0765230137 1/30/2019				
Cash Payment	E 101-45200-381 Electric Utilities	Hockey Rink Electricity			\$15.29
Invoice	0765218133 1/30/2019				
Cash Payment	E 101-45200-381 Electric Utilities	Ballpark Electricity			\$13.08
Invoice	0765194674 1/30/2019				

**City of Kimball
Payments**

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Cash Payment	E 101-42500-381 Electric Utilities	Civil Defense Electricity	\$21.66
Invoice	0765284804 1/30/2019		
Cash Payment	E 101-41000-381 Electric Utilities	City Hall Electricity	\$318.10
Invoice	0765202815 1/30/2019		
Cash Payment	E 200-42200-381 Electric Utilities	Fire Hall Electricity	\$334.32
Invoice	0764979427 1/29/2019		
Cash Payment	E 101-41000-381 Electric Utilities	Community Billboard Electricity	\$118.98
Invoice	0764873926 1/29/2019		
Cash Payment	E 101-45200-381 Electric Utilities	Lions Park Electricity	\$19.88
Invoice	0764969764 1/29/2019		
Transaction Date	2/5/2019	Checking 10100	Total \$1,043.87

Fund Summary

	10100 Checking	
101 GENERAL FUND	\$2,358.95	
200 FIRE/RESCUE FUND	\$655.04	
601 WATER FUND	\$976.58	
602 SEWER FUND	\$511.93	
603 REFUSE (GARBAGE) FUND	\$39.95	
	<hr/>	
	\$4,542.45	

Pre-Written Checks	\$489.95
Checks to be Generated by the Computer	\$4,052.50
Total	<hr/> \$4,542.45

City of Kimball
Payments

Current Period: February 2019

Batch Name	020519Claim3	User Dollar Amt	\$1,572.20
	Payments	Computer Dollar Amt	\$1,572.20

\$0.00 **In Balance**

Refer	11520	YAMRY CONSTRUCTION, INC.	-	
Cash Payment	E 101-41000-314	City Project	Pay App #1	\$1,402.20
Invoice		1/3/2019		
Transaction Date	2/6/2019	Checking	10100	Total \$1,402.20

Refer	11521	KIMBALL AREA CHAMBER OF CO	-	
Cash Payment	E 101-41000-437	Other Miscellaneous	City & Fire Dept - 2 Expo Booths	\$85.00
Invoice				
Cash Payment	E 200-42200-430	Miscellaneous (GENERA	City & Fire Dept - 2 Expo Booths	\$85.00
Invoice				
Transaction Date	2/6/2019	Checking	10100	Total \$170.00

Fund Summary

	10100	Checking	
101 GENERAL FUND		\$1,487.20	
200 FIRE/RESCUE FUND		\$85.00	
		<u>\$1,572.20</u>	

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$1,572.20
Total	<u>\$1,572.20</u>