

COUNCIL MEETING  
FEBRUARY 9, 2010

Meeting called to order by Mayor Tammy Konz

Council members present: Tammy Konz, Eric Loewen, Joe Krippner, Chris Jansky and DuWayne Orbeck

Others present: Lisa Peilen, Jim Frilstad, Elizabeth Strand, John Gohmann, Jim Young, Jean Matua, Mark Jossart, Tom Marquardt and Dan Konz

Addendums to the agenda are the Elm Street Extension Committee and Council Approval to stop payment on Check 32259 to Xcel Energy.

Motion made by Joe Krippner and seconded by Eric Loewen to approve the City of Kimball & Maine Prairie Township Special Meeting minutes from February 4, 2010; motion carried

Motion made by Joe Krippner and seconded by Eric Loewen to approve the January 19, 2010 minutes; motion carried

Motion made by Chris Jansky and seconded by Eric Loewen to approve the claims; motion carried

Motion made by Chris Jansky and seconded by Joe Krippner to approve the stop payment on Check 32259 to Xcel Energy and table the Elm Street Extension Committee for a future meeting; motion carried

Motion made by Chris Jansky and seconded by Eric Loewen to approve the following consent agenda items:

1. Order late utilities to be turned off February 17, 2010
2. City Clerk to attend MCFOA Conference March 16-19, 2010 in St. Cloud
3. City Staff to attend 2010 LMCIT Safety & Loss Control Workshop in St. Cloud
4. Public Works Director to attend 2010 MRWA Water & Wastewater Technical Conference in St. Cloud
5. Resolution to approve the following Police Officer Declaration

WHEREAS, the policy of the State of Minnesota as declared in Minnesota Statutes 353.63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and person safety of others; and

WHEREAS, Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire plan for eligible employees of police departments whose position duties meet the requirements stated therein and listed below.

BE IT RESOLVED that the City of Kimball, hereby declares that the position titled Police Officer, currently held by Ashley Capes, meets all of the following Police and Fire membership requirements:

1. Said position requires a license by the Minnesota peace officer standards and training board under sections 626.84 to 626.863 and this employee is licensed;
2. Said position's primary (over 50%) duty is to enforce the general criminal laws of the state;
3. Said position charges this employee with the prevention and detection of crime;
4. Said position gives this employee full power of arrest, and
5. Said position is assigned to a designated police or sheriff's department.

BE IT FURTHER RESOLVED that this governing body hereby requests that the above-named employee be accepted as a member of the Public Employees Police and Fire Plan effective the date of this employee's initial Police and Fire salary deduction by the governmental subdivision.

motion carried

Kyle & Anna Albrecht were not present therefore no discussion was held regarding the \$75 re-connection fee for utilities

Pete Werner was not present therefore no discussion was held regarding the late fee for utilities

Tom Marquardt spoke about the liquor licensing for Kimball Express and stated that his insurance costs would be less if they were able to have their liquor license from April 1 – September 30 instead of a full year. The Clerk will be checking into this and getting in touch with Mr. Marquardt.

Tom Marquardt also presented the contract he is considering for the field maintenance on the ballpark field. This would be a 2 year contract with Community Lawn Care based out of Buffalo; the same company as last year. Mr. Marquardt asked the city for a contribution towards this cost. Motion made by Joe Krippner and seconded by Eric Loewen to contribute \$750 towards ballpark field maintenance; motion carried

Fire Chief John Gohmann recommended that Mathew Knaus be terminated from the fire department due to lack of attendance over the past 2 years. Mr. Knaus was given his first notice in January 2009 and his second notice in January 2010. Motion made by Eric Loewen and seconded by Chris Jansky to terminate Mathew Knaus due to lack of attendance; motion carried

Chief Gohmann also stated that Robert Buermann had verbally given his resignation but not an official letter. Motion made by Eric Loewen and seconded by Chris Jansky to accept Robert Buermann's verbal resignation as no formal letter is needed; motion carried

Chief Gohmann once again requested that the Fire Hall be plowed first after snow fall as matter of public safety and also that the fire hydrants get cleared. Tammy and Joe will be speaking with the Public Works Department regarding the continued issue of plowing the Fire Hall and checking the hydrants. Chief Gohmann also suggested purchasing new & taller hydrant flags and/or checking into see if some hydrants can possibly be extended.

He also said the Fire Department may look into purchasing a Suburban next year to be used for fire calls, training, etc.

Lisa Peilen from the Minnesota Multi Housing Association spoke about their organization. Their goal is to provide quality rentals for communities throughout the state. They offer classes for owners on maintenance, budgeting, leasing, etc. She spoke about licensing fee structures and how they can be different for single units versus multi-family units. She talked about licensing fees in other cities and compared them to ours. The council informed her that they are in the process of restructuring the city's fees. Mrs. Peilen also stated that city inspection requirements should never exceed state building code. Mrs. Peilen gave the city "The Fundamentals of Rental Property Management in Minnesota" booklets as a good reference point for owners in town. Chris Jansky instructed the Clerk to send out a copy of each book and accompanying letter to all owners of rental property in the city.

Police Chief Jim Frilstad presented his police report for the month of January. He also made the recommendation that the police officers start using time sheets instead of a time clock for recording of hours worked. This would make it easier when being called out while not on duty, making stop on the way into work, etc. Council agreed to try this but Chief Frilstad must do a periodic audit against the county records to make sure officers are properly keeping track. Chief Frilstad also stated he should be able to move into the new building sometime after the 16<sup>th</sup> as he is just waiting for the T1 State Phone Line to be transferred. The cost of this will be approximately \$1600-\$1800. He is still working on putting together an area for county and state officers to work in the building. Chief Frilstad stated that door locks still need to be installed and he is looking and electronic coded system and possible video surveillance. The City Clerk brought up the issue of whether Xcel Energy will need to move their meter since it is currently inside the building. Chief Frilstad will check into this.

Elizabeth Strand presented with Chief Frilstad about the Drive Safe Classes that are starting this month. Mrs. Strand is the attorney for Buffalo and has helped in the implementation of this class. A driver that receives an eligible citation has 10 days to sign up for the class at the Kimball City Hall. The cost is \$75.

Chief Frilstad also presented 3 vehicle quotes to the Council (only 1 to be selected in addition to vehicles already in use by the Police Department):

1. Ford Crown Victoria \$21,510
2. Dodge 1500Ram 4.7 300hp Crew Cab w/towing package, keyless entry and remote start \$22,771
3. Dodge 2500Ram Hemi Extended Cab w/towing package \$22,375

He will speak with RM Johnson about building a cage for the backseat and also the Public Works Department about pursuing a quote for a vehicle with a plow on it to replace their current vehicle. A decision will be made in March.

Public Works Director Chad Johnson did not present as he was absent. Mayor Konz stated that it is the city's turn to provide lunch for the presenters this year at the 4<sup>th</sup> grade Water Festival in Richmond.

Chris Jansky brought up plowing in the Heritage Park Development. Residents have been unable to receive their mail due to the fact that the mail trucks are unable to reach

mailboxes from all of the snow. Tammy and Joe will be speaking with the Public Works Department regarding this.

Eric Loewen spoke about the \$70,900 grant that the Clearwater River Watershed District received for the improvement of Willow Creek. Motion made by Chris Jansky and seconded by Eric Loewen to have SEH, City of Kimball's engineer, work with the Watershed's engineer on the upcoming project; motion carried

DuWayne Orbeck and Nicole Pilarski spoke about the Stearns County Municipal League meeting they attended on January 19, 2010. Information regarding vacant parcels and vacant platted parcels was included in the council packets along with a presentation on developments in today's economy. DuWayne Orbeck expressed his concerns regarding assessing the 2010 Street Project. He asked the Clerk to contact Thomas Thelen from the League whom he spoke with at the SCML meeting about getting assessment information. Nicole stated she is going to contact the County Surveyor to get a map off the City of Kimball parcel data that she had seen at the meeting.

**A meeting has been scheduled for March 1, 2010 to discuss goals & assessing for the 2010 Street Project at 6:30pm.**

Chris Jansky decided to table talk about the Marquee Sign until the next meeting. He also spoke about looking for a PA System for the Council Chambers. He recommended a wireless microphone system in the amount of \$1,700.

Council members discussed the current schedule of fees regarding the rental ordinance. Motion made by Joe Krippner and seconded by Chris Jansky to approve a \$100/building and \$12/unit inspection fee; motion carried with Council Member DuWayne Orbeck voting against

Regarding Suzette Carlson and Neil Spaulding we must get information on whether the renters on the property have different addresses and therefore different tax statements are produced to find out if they are exempt and also check with MNSPECT.

**There is a meeting between the City, Maine Prairie Township and School Board on February 22, 2010 at 6:30pm.**

Job application deadline for the Zoning Administrator/Utilities Coordinator is February 19, 2010.

**A meeting to review applications for the Zoning Administrator/Utilities Coordinator position will be held on February 22, 2010 after the joint City, Maine Prairie Township and School Board meeting.**

Motion made by DuWayne Orbeck and seconded by Chris Jansky to adjourn meeting at 10:21; motion carried

Respectfully submitted by Nicole Pilarski