

Council Meeting

March 11, 2024

Meeting called to order by Mayor Karla Davis at 5:30pm

Councilmembers present: Karla Davis, Jody Orbeck, Kyle Christensen, Cindy Stelten and Steven Dahlager

Others present: Jon Lentz, Greg Thomes, Travis Peterson, Dave Traurig and Austin Ruehle

Motion made by Cindy Stelten and seconded by Steven Dahlager to approve the following addendum to the agenda: old bell tower; motion carried

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

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

1. Minutes of the February 5, 2024 Council Meeting
2. Minutes of the February 26, 2024 Special Meeting
3. Resolution No. 03112024A A Resolution Authorizing the Transfer of Funds
4. Approval of Gambling Permit for Kimball Baseball Association on September 28, 2024 at 210 Main St S
5. Approval of Employee Time-off Request
6. Shut-off Delinquent Utilities March 11, 2024

motion carried

Greg Thomes, from Thomes Insurance Agency, reviewed the City's property/liability coverage and worker's compensation annual renewals with the Council. He also briefly reviewed the water & wind damage claims for the past year. There was a minimal increase in property premiums and vehicle premiums increased. The Council was in agreement with reviewing building valuations and discussing coverage amounts at the next workshop on April 22nd.

Motion made by Kyle Christensen and seconded by Cindy Stelten to waive the monetary limits on municipal tort liability established by Minn. Stat. §466.04, to the extent of the limits of the liability coverage obtained from LMCIT; motion carried

Kimball Express Baseball Team representative, Austin Ruehle, discussed dugout improvements with the Council: fencing, padding and stools. He stated that the Express team and the School will install the items and that they have already poured the concrete. Mayor Davis inquired about the items and how they fit into the overall big picture that the Express has planned for the City ballfield. Austin explained that these are separate safety improvements that are needed and that the items can be removed and reused in the future.

Motion made by Kyle Christensen to approve the purchases; motion fails for lack of second

Mayor Davis again inquired about the plans for the City ballfield; the last meeting and conversation with the Council was that the team was going to secure funding and do all of the improvements at once. Austin explained that the Express wants to get everything in place before fund raising for the project.

Motion made by Kyle Christensen and seconded by Cindy Stelten to approve the purchase of the dugout improvements from: Boundary Fence \$3,537; Beacon Athletics \$5,000 and Amazon – Stools (4 packs of 4) \$600.00 and use funds that were committed in 2023 for City Ballfield Improvements via Resolution No. 12182023F; motion carried

Captain Lentz, from the Stearns County Sheriff's Office, gave the monthly Sheriff's report.

Chief Traurig reported that the Fire Dept. has responded to 57 calls so far this year.

Motion made by Kyle Christensen and seconded by Jody Orbeck pursuant to the recommendation of the Fire Chief, the City Council will be granting a 3-month leave of absence for Jacques Fedor; motion carried

Motion made by Jody Orbeck and seconded by Steven Dahlager to adopt Resolution No. 03112024B A Resolution Approving the Fire Department Budget for Fiscal Year 2025; motion carried

Public Works Lead, Travis Peterson, discussed posting the summer seasonal job position with the Council at the school. They were in agreement to get this posted with verbiage included: based on work available.

Travis discussed the recent Sanitary Survey conducted by the MN Dept. of Health and the comment from Hunter Blommer that the City will need to start looking at additional storage capacity soon. Travis explained that he has had conversations with Jeff Ledin from SEH regarding this. It will be a 3-5 year plan. The Council was in agreement that Travis should get a price on the cost for planning this project. Those present also discussed the increasing population and irrigation regulations; the Council would like the Deputy Clerk to gather sample Ordinances on water use/irrigation regulations to get put into place sooner rather than later. Travis also updated the Council on the required lead line service inventory that needs to be completed and submitted to MDH by October. The Council would like information to go into the newspaper and the letter sent out should contain good and bad picture examples.

The City Clerk asked what the Council would like to do with the old bell tower. They agreed that sealed bids are a good idea.

Motion made by Kyle Christensen and seconded by Cindy Stelten to approve the January and February monthly clerk reports; motion carried

The City Clerk asked the Council if they would like an in-person presentation conducted for the annual audit or for a discount of \$500 a video presentation could be provided instead? The Council was okay with a video presentation as long as they can email with any questions that they may have.

The City Clerk discussed the remaining ARPA funds with the City Council; funds must be spent by 12/31/2024 and if not spent designated towards a project with a signed contract, invoice, etc. Those present discussed the ARPA funds committed towards ballfield seating improvements. Councilmember Christensen will be attending a meeting with the ball team on Sunday.

Motion made by Kyle Christensen and seconded by Cindy Stelten to uncommit \$9,137 of the ARPA from being designated for ballfield seating improvements and use the funds towards the dugout

improvements that were approved earlier in this evening's meeting instead of using the funds committed via Resolution No. 12182023F; motion carried

Motion made by Cindy Stelten and seconded by Steven Dahlager to adopt Resolution No. 03112024C Resolution Updating the City of Kimball's Employee Handbook and to update the verbiage to read 25-29 hours instead of 20-29 hours in regard to the updated insurance coverage section; motion carried
Those voting in favor: Karla Davis, Jody Orbeck, Kyle Christensen, Cindy Stelten and Steven Dahlager
Those voting against: none
Those absent: none

Councilmember Christensen updated that Council that he met with Matt Faber, Carol Newman and the City Clerk in regard to the remodel of the old library space. Matt will be putting plans together and getting back to us. He has not spoken with Matt since.

If anyone would like to attend the LMC Annual Conference, they should let the City Clerk know ASAP.

Motion made by Jody Orbeck and seconded by Cindy Stelten to adjourn at 7:30pm; motion carried

Respectfully submitted by Nicole Pilarski

CITY OF KIMBALL

03/11/24 4:25 PM

Page 1

Payments

Current Period: March 2024

Payments Batch 03112024		Claims		\$48,129.84
Refer	4340 Harvest Bank	Ck# 002786E	3/1/2024	
Cash Payment	E 101-41000-437 Other Miscellaneous	HSA setup fee - Mitch		\$10.00
Invoice				
Transaction Date	3/1/2024	Checking	10100	Total \$10.00
Refer	4341 Harvest Bank	Ck# 002787E	3/1/2024	
Cash Payment	E 101-41400-131 Employer Paid Health	Nicole Pilarski HSA		\$123.75
Invoice				
Cash Payment	E 101-41910-131 Employer Paid Health	Nicole Pilarski HSA		\$45.00
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		\$22.50
Invoice				
Cash Payment	E 602-49450-131 Employer Paid Health	Nicole Pilarski HSA		\$22.50
Invoice				
Transaction Date	3/11/2024	Checking	10100	Total \$225.00
Refer	4342 Harvest Bank	Ck# 002788E	3/1/2024	
Cash Payment	E 101-43100-131 Employer Paid Health	Travis Peterson HSA		\$90.00
Invoice				
Cash Payment	E 101-45200-131 Employer Paid Health	Travis Peterson HSA		\$27.00
Invoice				
Cash Payment	E 601-49400-131 Employer Paid Health	Travis Peterson HSA		\$58.50
Invoice				
Cash Payment	E 602-49450-131 Employer Paid Health	Travis Peterson HSA		\$49.50
Invoice				
Transaction Date	3/11/2024	Checking	10100	Total \$225.00
Refer	4343 Harvest Bank	Ck# 002789E	3/1/2024	
Cash Payment	E 101-43100-131 Employer Paid Health	Mitch Fischer HSA		\$90.00
Invoice				
Cash Payment	E 101-45200-131 Employer Paid Health	Mitch Fischer HSA		\$27.00
Invoice				
Cash Payment	E 601-49400-131 Employer Paid Health	Mitch Fischer HSA		\$58.50
Invoice				
Cash Payment	E 602-49450-131 Employer Paid Health	Mitch Fischer HSA		\$49.50
Invoice				
Transaction Date	3/11/2024	Checking	10100	Total \$225.00
Refer	4344 Momentum Truck Group	-		
Cash Payment	E 200-42200-222 Vehicle Maintenance	Fire dept truck repairs		\$640.79
Invoice R194024512 3/5/2024				
Transaction Date	3/11/2024	Checking	10100	Total \$640.79
Refer	4345 COILS FLAGS & FLAGPOLES	-		
Cash Payment	E 200-42200-401 Repairs/Maint Buildings	Fire Dept Supplies		\$125.00
Invoice 7495 2/28/2024				
Cash Payment	E 200-42200-401 Repairs/Maint Buildings	Fire Dept Supplies		\$65.00
Invoice 7492 2/20/2024				

CITY OF KIMBALL

03/11/24 4:25 PM

Page 2

Payments

Current Period: March 2024

Transaction Date	3/11/2024	Checking	10100	Total	\$190.00
Refer	4346 <i>Nelson Sanitation & Rental, Inc.</i>	-			
Cash Payment	E 101-45200-300 Professional Svcs (GEN	Park Unit Rental & Winter Fee 2/8-3/6			\$153.00
Invoice	INV/2024/1956	3/7/2024			
Transaction Date	3/11/2024	Checking	10100	Total	\$153.00
Refer	4347 <i>STANGER, KATHLEEN</i>	-			
Cash Payment	E 200-42200-300 Professional Svcs (GEN	Fire Hall monthly cleaning			\$200.00
Invoice	462	3/3/2024			
Cash Payment	E 101-41000-300 Professional Svcs (GEN	City Hall Cleaning 2/13 & 2/27			\$330.00
Invoice	463	3/3/2024			
Cash Payment	E 101-45600-300 Professional Svcs (GEN	Clean Community Room 2/13 & 2/27			\$153.33
Invoice	463	3/3/2024			
Cash Payment	E 101-45500-300 Professional Svcs (GEN	Clean Library 2/13 & 2/27			\$306.67
Invoice	463	3/3/2024			
Transaction Date	3/11/2024	Checking	10100	Total	\$990.00
Refer	4348 <i>STEARNS COUNTY AUDITOR-TRE</i>	-			
Cash Payment	E 101-41000-300 Professional Svcs (GEN	Assessments & TNT Notices			\$148.60
Invoice	2024-00000050	3/7/2024			
Transaction Date	3/11/2024	Checking	10100	Total	\$148.60
Refer	4349 <i>THEIN WELL CO</i>	-			
Cash Payment	E 601-49400-404 Repairs/Maint Machiner	Annual Well & Pump Inspection			\$315.00
Invoice	8851	3/6/2024			
Transaction Date	3/11/2024	Checking	10100	Total	\$315.00
Refer	4350 <i>ERTL HARDWARE HANK</i>	-			
Cash Payment	E 101-43100-220 Repair/Maint Supply (G	Public Works Supplies			\$1.99
Invoice	68428	2/21/2024			
Transaction Date	3/11/2024	Checking	10100	Total	\$1.99
Refer	4351 <i>CENTERPOINT ENERGY</i>	-			
Cash Payment	E 101-41000-383 Gas Utilities	City Hall Gas Service			\$727.78
Invoice		2/29/2024			
Cash Payment	E 601-49400-383 Gas Utilities	Water Plant Gas Service			\$368.63
Invoice		2/29/2024			
Cash Payment	E 101-43100-383 Gas Utilities	Public Works Gas Service			\$176.40
Invoice		2/29/2024			
Cash Payment	E 200-42200-383 Gas Utilities	Fire Hall Gas Service			\$734.78
Invoice		2/29/2024			
Transaction Date	3/11/2024	Checking	10100	Total	\$2,007.59
Refer	4352 <i>WEST CENTRAL SANITATION</i>	-			
Cash Payment	E 603-49500-384 Refuse/Garbage Dispos	Feb Service			\$6,952.75
Invoice	13051365	2/29/2024			
Transaction Date	3/11/2024	Checking	10100	Total	\$6,952.75
Refer	4353 <i>MARCO TECHNOLOGIES LLC</i>	-			
Cash Payment	E 101-41000-414 Data Processing Equip	Copier Lease			\$342.63
Invoice	523598084	2/28/2024			
Transaction Date	3/11/2024	Checking	10100	Total	\$342.63
Refer	4354 <i>LAND O LAKES OIL CO</i>	-			

CITY OF KIMBALL

03/11/24 4:25 PM

Page 3

Payments

Current Period: March 2024

Cash Payment	E 602-49450-221	Equipment Parts	Install New Irrigator Tires		\$679.74
Invoice	31857	2/27/2024			
Cash Payment	E 601-49400-222	Vehicle Maintenance	GMC Tire		\$491.07
Invoice	22814	2/16/2024			
Transaction Date	3/11/2024	Checking	10100	Total	\$1,170.81
Refer	4355	GOPHER STATE ONE CALL	-		
Cash Payment	E 601-49400-311	Locate calls	Locates		\$4.05
Invoice	4020515	2/29/2024			
Cash Payment	E 602-49450-311	Locate calls	Locates		\$4.05
Invoice	4020515	2/29/2024			
Transaction Date	3/11/2024	Checking	10100	Total	\$8.10
Refer	4356	Berscheid, Melinda	-		
Cash Payment	E 200-42200-401	Repairs/Maint Buildings	Reimburse Fire Dept supplies purchased		\$25.71
Invoice		3/4/2024			
Transaction Date	3/11/2024	Checking	10100	Total	\$25.71
Refer	4357	NORTHERN HEALTH & FITNESS P	-		
Cash Payment	E 200-42200-206	Testing	Fire dept physicals		\$2,473.90
Invoice		2/6/2024			
Transaction Date	3/11/2024	Checking	10100	Total	\$2,473.90
Refer	4358	MARCO TECHNOLOGIES LLC 2	-		
Cash Payment	E 101-41000-207	Computer/Printer/Copier	Allison - reconnect computer to copier/scanner		\$43.75
Invoice	INV12211969	2/24/2024			
Cash Payment	E 101-41000-300	Professional Svcs (GEN	Monthly Shredding Pickup		\$42.50
Invoice	InV12197278	2/21/2024			
Transaction Date	3/11/2024	Checking	10100	Total	\$86.25
Refer	4359	MINNESOTA DEPT OF HEALTH	-		
Cash Payment	E 601-49400-388	Connection Fee	1st Qtr Connection Fee		\$896.00
Invoice		2/16/2024			
Transaction Date	3/11/2024	Checking	10100	Total	\$896.00
Refer	4360	ABDO	-		
Cash Payment	E 101-41000-301	Auditing and Acct g Serv	2023 Audit Progress Billing		\$5,085.00
Invoice	484158	2/22/2024			
Cash Payment	E 601-49400-301	Auditing and Acct g Serv	2023 Audit Progress Billing		\$2,825.00
Invoice	484158	2/22/2024			
Cash Payment	E 602-49450-301	Auditing and Acct g Serv	2023 Audit Progress Billing		\$2,825.00
Invoice	484158	2/22/2024			
Cash Payment	E 200-42200-301	Auditing and Acct g Serv	2023 Audit Progress Billing		\$565.00
Invoice	484158	2/22/2024			
Transaction Date	3/11/2024	Checking	10100	Total	\$11,300.00
Refer	4361	SEH	-		
Cash Payment	E 601-49400-200	Office Supplies (GENER	Update City Maps		\$719.50
Invoice	461861	2/16/2024			
Cash Payment	E 602-49450-200	Office Supplies (GENER	Update City Maps		\$719.50
Invoice	461861	2/16/2024			
Transaction Date	3/11/2024	Checking	10100	Total	\$1,439.00
Refer	4362	HENDRICKS SAND AND GRAVEL	-		

CITY OF KIMBALL

03/11/24 4:25 PM

Page 4

Payments

Current Period: March 2024

Cash Payment	E 101-43100-300	Professional Svcs (GEN	Grade Alleys		\$225.00
Invoice	15439D	2/12/2024			
Cash Payment	E 101-43100-224	Street Maint Materials	4yds salt/sand		\$300.00
Invoice	15445D	2/16/2024			
Transaction Date	3/11/2024	Checking	10100	Total	\$525.00
Refer	4363	HEALTH PARTNERS		Ck# 002790E 3/1/2024	
Cash Payment	E 101-43100-133	Employer Paid Dental	Public Works Dental		\$24.31
Invoice	497167888968	2/10/2024			
Cash Payment	E 101-45200-133	Employer Paid Dental	Parks Dental		\$7.51
Invoice	497167888968	2/10/2024			
Cash Payment	E 101-41400-133	Employer Paid Dental	Clerk Dental		\$33.02
Invoice	497167888968	2/10/2024			
Cash Payment	E 200-42200-133	Employer Paid Dental	Fire Dental		\$3.00
Invoice	497167888968	2/10/2024			
Cash Payment	E 601-49400-133	Employer Paid Dental	Water Dental		\$21.62
Invoice	497167888968	2/10/2024			
Cash Payment	E 602-49450-133	Employer Paid Dental	Sewer Dental		\$18.63
Invoice	497167888968	2/10/2024			
Cash Payment	E 101-41400-131	Employer Paid Health	Clerk Health		\$317.96
Invoice	497167888968	2/10/2024			
Cash Payment	E 200-42200-131	Employer Paid Health	Fire Health		\$28.91
Invoice	497167888968	2/10/2024			
Cash Payment	E 101-43100-131	Employer Paid Health	Public Works Health		\$637.01
Invoice	497167888968	2/10/2024			
Cash Payment	E 101-45200-131	Employer Paid Health	Parks Health		\$196.61
Invoice	497167888968	2/10/2024			
Cash Payment	E 601-49400-131	Employer Paid Health	Water Health		\$466.77
Invoice	497167888968	2/10/2024			
Cash Payment	E 602-49450-131	Employer Paid Health	Sewer Health		\$388.16
Invoice	497167888968	2/10/2024			
Cash Payment	G 101-21706	Hospitalization/Medical Ins	Public Works Health		\$194.16
Invoice	497167888968	2/10/2024			
Cash Payment	E 101-41910-131	Employer Paid Health	Zoning Health		\$115.60
Invoice	497167888968	2/10/2024			
Cash Payment	E 101-41910-133	Employer Paid Dental	Zoning Dental		\$12.00
Invoice	497167888968	2/10/2024			
Transaction Date	3/11/2024	Checking	10100	Total	\$2,465.27
Refer	4364	OFFICE DEPOT			
Cash Payment	E 601-49400-200	Office Supplies (GENER	Office Supplies		\$39.89
Invoice	353376968001	2/15/2024			
Cash Payment	E 602-49450-200	Office Supplies (GENER	Office Supplies		\$19.34
Invoice	353344662001	2/15/2024			
Cash Payment	E 101-41000-200	Office Supplies (GENER	Office Supplies		\$20.27
Invoice	354735088001	2/23/2024			
Transaction Date	3/11/2024	Checking	10100	Total	\$79.50
Refer	4365	XCEL ENERGY			
Cash Payment	E 101-43100-381	Electric Utilities	Street Lights		\$1,307.73
Invoice	1093168037	3/4/2024			

CITY OF KIMBALL

03/11/24 4:25 PM

Page 5

Payments

Current Period: March 2024

Cash Payment	E 101-45200-381	Electric Utilities	Shelter Electricity	\$207.65
Invoice	1093236510	3/4/2024		
Cash Payment	E 101-42500-381	Electric Utilities	Civil Defense Electricity	\$4.54
Invoice	1093283176	3/4/2024		
Cash Payment	E 200-42200-381	Electric Utilities	Fire Hall Electricity	\$28.73
Invoice	1092992395	3/1/2024		
Cash Payment	E 101-43100-381	Electric Utilities	Community Billboard	\$128.82
Invoice	1092916304	3/1/2024		
Cash Payment	E 101-45500-381	Electric Utilities	Library Electricity	\$37.02
Invoice	1093070047	3/1/2024		
Cash Payment	E 101-43100-381	Electric Utilities	Hwy 15 Electricity	\$32.29
Invoice	1093091663	3/1/2024		
Transaction Date	3/11/2024	Checking	10100	Total \$1,746.78
Refer	4366	ARNOLDS OF KIMBALL	-	
Cash Payment	E 101-43100-221	Equipment Parts	Plow truck part	\$30.79
Invoice	P74500	2/2/2024		
Transaction Date	3/11/2024	Checking	10100	Total \$30.79
Refer	4367	EAST SIDE OIL COMPANIES	-	
Cash Payment	E 603-49500-387	Oil/Filter Disposal	Used Oil/filter pickup	\$100.00
Invoice	R110129	3/8/2024		
Transaction Date	3/11/2024	Checking	10100	Total \$100.00
Refer	4368	CENTRAL MCGOWAN	-	
Cash Payment	E 200-42200-210	Operating Supplies (GE	Cyl Rental/Med Compliance	\$20.25
Invoice	0000288851	2/29/2024		
Transaction Date	3/11/2024	Checking	10100	Total \$20.25
Refer	4369	BOUND TREE MEDICAL	-	
Cash Payment	E 200-42200-210	Operating Supplies (GE	Fire dept supplies	\$582.57
Invoice	85251107	2/15/2024		
Transaction Date	3/11/2024	Checking	10100	Total \$582.57
Refer	4370	MACQUEEN EMERGENCY	-	
Cash Payment	E 200-42200-206	Testing	Fire dept SCBA flow test/gas meter calibration	\$2,615.00
Invoice	P25832	2/16/2024		
Transaction Date	3/11/2024	Checking	10100	Total \$2,615.00
Refer	4371	INSPECTRON, INC.	-	
Cash Payment	E 101-42400-305	Building Permits	Jan Perm/Insp	\$1,492.25
Invoice	1166	2/6/2024		
Cash Payment	E 101-42400-305	Building Permits	Feb Perm/Insp	\$8,514.36
Invoice	1184	3/5/2024		
Transaction Date	3/11/2024	Checking	10100	Total \$10,006.61
Refer	4372	ARAMARK	-	
Cash Payment	E 200-42200-300	Professional Svcs (GEN	Fire Hall Rugs	\$60.17
Invoice	2530244621	2/26/2024		
Cash Payment	E 101-41000-300	Professional Svcs (GEN	City Hall Rugs	\$35.39
Invoice	2530244621	2/26/2024		
Cash Payment	E 101-45500-300	Professional Svcs (GEN	Library Rugs	\$35.39
Invoice	2530244621	2/26/2024		

Payments

Current Period: March 2024

Transaction Date	3/11/2024	Checking	10100	Total	\$130.95
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Fund Summary

	10100 Checking
101 GENERAL FUND	\$21,834.08
200 FIRE/RESCUE FUND	\$8,180.06
601 WATER FUND	\$6,287.03
602 SEWER FUND	\$4,775.92
603 REFUSE (GARBAGE) FUND	\$7,052.75
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	\$48,129.84

Pre-Written Checks	\$3,150.27
Checks to be Generated by the Computer	\$44,979.57
Total	<hr/>
	\$48,129.84

