

COUNCIL MEETING
MARCH 19, 2013

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

Council members present: Tammy Konz, Paula Capes, Nate Osmundson, Eric Loewen and Joe Krippner

Others present: Scott Qualle, Sherry Donabauer, Tom Marquardt, Ed Borman, Jim Frilstad, Keith Markwardt, Warren Hovland, Jason Spoden, Jay DeMars and Nicole Doran

Motion made by Joe Krippner and seconded by Nate Osmundson to approve the claims; motion carried

Motion made by Joe Krippner and seconded by Nate Osmundson to approve the following Consent Agenda items:

1. Minutes of the March 6, 2013 Council Meeting
2. Minutes of the March 14, 2013 Employee Meeting
3. Shut-off Delinquent Utilities March 21, 2013
4. Resolution No. 03192013A A Resolution Authorizing the Transfer of Appropriated Funds for Fiscal Year 2013

motion carried

Sherry Donabauer from Thomes Insurance Group presented the City's annual property/liability insurance renewal to the City Council. The League of MN Cities Insurance Trust (LMCIT) has implemented a new rating system; they will now take filed claims into consideration.

Motion made by Joe Krippner and seconded by Paula Capes to waive the monetary limit on tort liability established by *Minn. Stat. §466.04*, to the extent of the limits of the liability coverage obtained from LMCIT; motion carried

Motion made by Joe Krippner and seconded by Eric Loewen to not elect No-Fault Sewer Back-up Coverage; motion carried

Tom Marquardt from the Kimball Express Ballteam spoke with the Council about field maintenance.

Motion made by Joe Krippner and seconded by Nate Osmundson to put \$750 towards field maintenance for the year with the remaining balance being paid by the ballteam; motion carried

Warren Hovland from STE Truck Equipment and One Way Service spoke with the Council about developing property to the east of the Heritage Park Addition. He met with the Mayor, City Clerk, City Attorney and City Engineer on March 15 regarding building on this property for his business; items discussed were ghost platting and needed infrastructure. The property would need to be rezoned from Commercial (B1) to Industrial (I1); which is planned for in the City's Comprehensive Plan.

Kim-Built Propane was not present.

Scott Qualle from MNSPECT spoke with the Council regarding the property at 330 Hodge Podge Rd NE having a basement that was finished without a permit. The Council instructed Mr. Qualle

to send another letter to the homeowner. The Council asked Mr. Qualle about a building permit he required to be pulled for the handrail on the water tower. He will check into the valuation of the work. The February billing from MNSPECT will not be paid until Mr. Qualle reports back to the Council on the matter.

Ed Borman from the Public Works Dept. spoke with the Council about the lights at the hockey rink; new poles have been donated from Xcel Energy. Sentence to serve will start working at Willow Creek Park soon; the boardwalk needs to be replaced this year. Contracting water and wastewater services is working well and many compliments have been received on the snow plowing. The library has had issues with exhaust fumes coming from the garage; vehicles are not left running in there and an exhaust system will not be installed. The Public Works Dept. is in need of a new computer.

Motion made by Eric Loewen and seconded by Joe Krippner to accept the estimate from Fairhaven Electric in the amount of \$5,265.00 to install the new lights at the hockey rink; motion carried

Chief Frilstad gave the monthly police report. The Police Dept. presented a proposal for contracting service to Maine Prairie Township at their annual meeting on March 12; the township residents did not vote on the proposal. The Police Dept. computer will be upgraded and the old one will go to the Public Works Dept.

The Council reviewed the building permit for the property west of the Fire Hall. The City Clerk will ask the property owner about lighting and plans for the remainder of the parcel.

The Council discussed the proposed Utility Billing Policy; changes should be made to sections 9, 11 and 13 and then it will be sent to the City Attorney for review.

Clean-up Day is May 4 from 8am – 11am; still need to check if someone will be taking tires and batteries again. Joe Krippner, Dan Konz and Tammy Konz will be volunteering.

Motion made by Eric Loewen and seconded by Paula Capes to adopt Resolution No. 03192013C Resolution Updating the City of Kimball's Internal Controls Policy; motion carried

Motion made by Paula Capes and seconded by Nate Osmundson to adopt Resolution No. 03192013D Resolution Adopting the City of Kimball's Website Policy; motion carried

Mayor Konz and Ed Borman will put together the updated plant check schedule. The City employee cell phones still need to be taken care of as there is poor reception. The Kimball Firemen's Relief Association Pancake Breakfast is March 24.

Motion made by Nate Osmundson and seconded by Paula Capes to adjourn at 9:06pm; motion carried

Respectfully submitted by Nicole Pilarski

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Payments

Current Period: March 2013

Batch Name	031913Claims Payment	Computer Dollar Amt	\$11,333.15	Posted
Refer	5372 DAYS INN MANKATO	Ck# 000331E 3/3/2013		
Cash Payment	E 200-42200-331 Travel Expenses	Fire Dept - 3 rooms for training		\$494.64
Invoice	3/3/2013			
Transaction	3 /11/2013	Due 0 Checking 10100	Total	\$494.64
Refer	5374 MENARDS	Ck# 035632 3/19/2013		
Cash Payment	E 200-42200-210 Operating Supplies	Fire Dept Exit Door Closer		\$64.11
Invoice	21426 3/10/2013			
Transaction	3 /14/2013	Due 0 Checking 10100	Total	\$64.11
Refer	5375 HEALTH PARTNERS	Ck# 035629 3/19/2013		
Cash Payment	E 200-42200-133 Employer Paid Dental	CLERK DENTAL		\$2.12
Invoice	42860167 3/6/2013			
Cash Payment	E 101-42110-133 Employer Paid Dental	POLICE DENTAL		\$168.79
Invoice	42860167 3/6/2013			
Cash Payment	E 101-43100-133 Employer Paid Dental	PUBLIC WORKS DENTAL		\$63.18
Invoice	42860167 3/6/2013			
Cash Payment	E 601-49400-133 Employer Paid Dental	WATER DENTAL		\$36.90
Invoice	42860167 3/6/2013			
Cash Payment	E 602-49450-133 Employer Paid Dental	SEWER DENTAL		\$36.88
Invoice	42860167 3/6/2013			
Cash Payment	E 101-41400-133 Employer Paid Dental	CLERK DENTAL		\$29.71
Invoice	42860167 3/6/2013			
Transaction	3 /14/2013	Due 0 Checking 10100	Total	\$337.58
Refer	5376 THEIS, CATHY	Ck# 035635 3/19/2013		
Cash Payment	E 101-42110-202 Police Reports	Police Reports		\$11.00
Invoice	2/14/2013			
Cash Payment	E 101-42110-202 Police Reports	Police Reports		\$27.50
Invoice	2/25/2013			
Transaction	3 /14/2013	Due 0 Checking 10100	Total	\$38.50
Refer	5377 GRANITE ELECTRONICS	Ck# 035628 3/19/2013		
Cash Payment	E 200-42200-210 Operating Supplies	Fire Dept Pager Belt Clip		\$28.64
Invoice	452540 3/7/2013			
Transaction	3 /14/2013	Due 0 Checking 10100	Total	\$28.64
Refer	5378 AMERIPRIDE SERVICES	Ck# 035624 3/19/2013		
Cash Payment	E 101-41000-300 Professional Svcs	City Hall Rugs		\$30.55
Invoice	2200356168 3/11/2013			
Transaction	3 /14/2013	Due 0 Checking 10100	Total	\$30.55
Refer	5379 XCEL ENERGY	Ck# 035637 3/19/2013		
Cash Payment	E 101-43100-381 Electric Utilities	Street Lights		\$1,855.87
Invoice	461546396 3/4/2013			
Transaction	3 /14/2013	Due 0 Checking 10100	Total	\$1,855.87
Refer	5380 JOVANOVIK KADLEC &	Ck# 035631 3/19/2013		
Cash Payment	E 101-42110-304 Legal Fees	Police Legal		\$27.00
Invoice	1161 2/28/2013			
Cash Payment	E 101-41910-304 Legal Fees	Zoning Legal		\$378.00
Invoice	1163 2/28/2013			

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Cash Payment	E 101-41000-304 Legal Fees	General Legal		\$162.00
Invoice	1161 2/28/2013			
Cash Payment	E 101-42110-304 Legal Fees	Police Legal		\$1,126.00
Invoice	1160 2/28/2013			
Cash Payment	E 317-47000-304 Legal Fees	Utility Project Legal		\$148.50
Invoice	1159 2/28/2013			
Cash Payment	E 101-42110-304 Legal Fees	Police Legal		\$8.00
Invoice	1162 2/28/2013			
Transaction	3 /14/2013	Due 0 Checking	10100	Total \$1,849.50
Refer	5381 STEARNS COUNTY AUDITOR-TREAS	Ck# 035634	3/19/2013	
Cash Payment	E 101-41410-207	Election Equip Maintenance		\$387.50
Invoice	2013-00000021 3/7/2013			
Transaction	3 /14/2013	Due 0 Checking	10100	Total \$387.50
Refer	5382 ADVANCED DISPOSAL ST CLOUD	Ck# 000333E	3/20/2013	
Cash Payment	E 603-49500-384 Refuse/Garbage	Residential 95gal Garbage		\$189.55
Invoice	G20001228075 2/28/2013			
Cash Payment	E 603-49500-384 Refuse/Garbage	Residential Recycling		\$747.00
Invoice	G20001228075 2/28/2013			
Cash Payment	E 603-49500-384 Refuse/Garbage	Residential 64gal Garbage		\$2,214.50
Invoice	G20001228075 2/28/2013			
Cash Payment	E 603-49500-384 Refuse/Garbage	Residential 35gal Garbage		\$96.50
Invoice	G20001228075 2/28/2013			
Cash Payment	E 101-41000-384 Refuse/Garbage	City Hall Dumpster		\$10.00
Invoice	G20001228075 2/28/2013			
Transaction	3 /14/2013	Due 0 Checking	10100	Total \$3,257.55
Refer	5383 ECOLAB PEST ELIMINATION	Ck# 035626	3/19/2013	
Cash Payment	E 200-42200-410 Cleaning	Fire Hall Pest Control		\$98.84
Invoice	8865448 1/11/2013			
Transaction	3 /14/2013	Due 0 Checking	10100	Total \$98.84
Refer	5384 HILSGEN, JEFF	Ck# 035630	3/19/2013	
Cash Payment	E 101-43100-212 Motor Fuels	Reimbursement for Plowing Fuel		\$37.26
Invoice	3/8/2013			
Transaction	3 /14/2013	Due 0 Checking	10100	Total \$37.26
Refer	5385 METRO ATHLETIC SUPPLY	Ck# 035633	3/19/2013	
Cash Payment	E 101-45200-210 Operating Supplies	Ballfield Supplies - Field Dri, Bases, Screws & Pitching Rubber		\$747.60
Invoice	166131 2/28/2013			
Transaction	3 /14/2013	Due 0 Checking	10100	Total \$747.60
Refer	5386 GOPHER STATE ONE CALL	Ck# 035627	3/19/2013	
Cash Payment	E 601-49400-311 Locate calls	Locates		\$3.63
Invoice	63811 2/28/2013			
Cash Payment	E 602-49450-311 Locate calls	Locates		\$3.62
Invoice	63811 2/28/2013			
Transaction	3 /14/2013	Due 0 Checking	10100	Total \$7.25
Refer	5387 BP	Ck# 035625	3/19/2013	
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel		\$58.36
Invoice	116573 2/8/2013			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel		\$58.54
Invoice	115272 2/1/2013			

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Current Period: March 2013

Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$47.35
Invoice 258262	2/3/2013		
Cash Payment	E 101-43100-212 Motor Fuels	Public Works Fuel	\$70.34
Invoice 615294	2/27/2013		
Cash Payment	E 101-43100-437 Other Miscellaneous	Tax Exempt Fee	\$12.63
Invoice	3/2/2013		
Cash Payment	E 101-42110-437 Other Miscellaneous	Tax Exempt Fee	\$12.62
Invoice	3/2/2013		
Cash Payment	E 200-42200-212 Motor Fuels	Fire Dept Fuel	\$70.07
Invoice 491269	2/5/2013		
Cash Payment	E 101-42110-222 Vehicle Maintenance	Police Car Wash	\$7.00
Invoice 826602	2/28/2013		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$55.05
Invoice 826602	2/28/2013		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$66.30
Invoice 605745	2/5/2013		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$66.36
Invoice 631266	2/13/2013		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$65.15
Invoice 937957	2/7/2013		
Cash Payment	E 101-43100-212 Motor Fuels	Public Works Fuel	\$73.99
Invoice 667594	2/13/2013		
Cash Payment	E 101-43100-212 Motor Fuels	Public Works Fuel	\$67.46
Invoice 845629	2/7/2013		
Cash Payment	E 101-43100-212 Motor Fuels	Public Works Fuel	\$97.08
Invoice 317399	2/4/2013		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$70.19
Invoice 074029	2/15/2013		
Cash Payment	E 101-42110-222 Vehicle Maintenance	Police Car Wash	\$7.00
Invoice 631266	2/13/2013		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$77.18
Invoice 532509	2/26/2013		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$65.58
Invoice 747938	2/14/2013		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$63.62
Invoice 224489	2/10/2013		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$67.65
Invoice 170548	2/17/2013		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$69.58
Invoice 338421	2/18/2013		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$76.95
Invoice 718334	2/20/2013		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$47.56
Invoice 895614	2/22/2013		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$54.27
Invoice 062999	2/23/2013		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$65.78
Invoice 181171	2/24/2013		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$61.52
Invoice 417161	2/11/2013		

Transaction	3/14/2013	Due 0 Checking	10100	Total	\$1,555.18
Refer	5388 WEX BANK	<u>Ck# 035636 3/19/2013</u>			

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Current Period: March 2013

Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$58.43
Invoice 8958	2/26/2013		
Cash Payment	E 101-45200-212 Motor Fuels	Park Fuel	\$17.83
Invoice 5031	2/15/2013		
Cash Payment	E 101-43100-212 Motor Fuels	Public Works Fuel	\$93.30
Invoice 2725	2/8/2013		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$50.34
Invoice 1050	2/2/2013		
Cash Payment	E 101-43100-212 Motor Fuels	Public Works Fuel	\$74.89
Invoice 7491	2/22/2013		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$56.42
Invoice 7148	2/21/2013		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$63.88
Invoice 6458	2/19/2013		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$66.95
Invoice 2376	2/7/2013		
Cash Payment	E 101-42110-437 Other Miscellaneous	Tax Exempt Fee	\$5.00
Invoice	2/28/2013		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$55.54
Invoice 1456	2/4/2013		
Transaction	3 /14/2013	Due 0 Checking 10100	Total \$542.58

Fund Summary

	10100 Checking	
603 REFUSE (GARBAGE) FUND	\$3,247.55	
602 SEWER FUND	\$40.50	
601 WATER FUND	\$40.53	
317 2012 USDA CONST ACCT	\$148.50	
200 FIRE/RESCUE FUND	\$758.42	
101 GENERAL FUND	\$7,097.65	
	\$11,333.15	
Pre-Written Checks	\$11,333.15	
Checks to be Generated by the Computer	\$0.00	
Tota	\$11,333.15	