

Special Meeting

April 15, 2019

Meeting called to order by Mayor Tammy Konz at 6:00pm

Council Members present: Tammy Konz, Sheryl Carlson, Kyle Christensen and Cindy Stelten; DuWayne Orbeck absent

Others present: Jean Matua and Nick Walther

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

Motion made by Cindy Stelten and seconded by Kyle Christensen to adopt Resolution No. 04152019A
Resolution Authorizing the Signing of the End Grant Agreement for the Kimball Public Library
Improvement Project under the Library Construction Grant Program; motion carried
Councilmember DuWayne Orbeck absent

Motion made by Sheryl Carlson and seconded by Kyle Christensen to adopt Resolution No. 04152019B A
Resolution Adopting the City's Classification and Compensation Report for the City of Kimball,
Minnesota; motion carried
Councilmember DuWayne Orbeck absent

Motion made by Cindy Stelten and seconded by Kyle Christensen to set Jody Knaus' wages at the
Occasional/Seasonal Assistant Level 6 rate of \$13.20/hr. effective April 15, 2019; motion carried
Councilmember DuWayne Orbeck absent

Motion made by Kyle Christensen and seconded by Sheryl Carlson to set Trista Kramer's wages at the
Deputy Clerk Level 2 rate of \$14.43/hr. effective April 15, 2019, and Level 3 rate of \$14.86/hr. effective
January 1, 2020; motion carried
Councilmember DuWayne Orbeck absent

Motion made by Cindy Stelten and seconded by Sheryl Carlson to set Chad Koren's wages at the Public
Works Worker Level 5 rate of \$17.11/hr. effective April 15, 2019; motion carried
Councilmember DuWayne Orbeck absent

Motion made by Cindy Stelten and seconded by Kyle Christensen to set Nicholas Walther's wages at the
Police Officer Level 2 rate of \$18.86/hr. effective April 15, 2019, and Level 3 rate of \$19.42/hr. effective
January 1, 2020; motion carried
Councilmember DuWayne Orbeck absent

Motion made by Sheryl Carlson and seconded by Cindy Stelten to set Chad Peka's wages at the Police
Officer Level 1 rate of \$18.31/hr. effective April 15, 2019; motion carried
Councilmember DuWayne Orbeck absent

Motion made by Sheryl Carlson and seconded by Kyle Christensen to set Nicole Pilarski's wages at the Clerk Treasurer Level 7 rate of \$24.91/hr. effective April 15, 2019, and Level 8 rate of \$25.66/hr. effective January 1, 2020; motion carried
Councilmember DuWayne Orbeck absent

Motion made by Cindy Stelten and seconded by Kyle Christensen to make the Police Chief position an Exempt Salaried Position and authorize the Personnel Committee to allow them to offer the new Police Chief, Travis MacLeod, a Level 2 rate of \$51,548.12 with authorization to negotiate up to a Level 4 rate of \$54,687.40; motion carried
Councilmember DuWayne Orbeck absent

Motion made by Cindy Stelten and seconded by Sheryl Carlson to have 1 year in between each Level on the City's wage grade step scale and that any employee hired on or after October 1 must wait one full yearly cycle before receiving their January pay increase (i.e. an employee hired on October 3, 2019 must wait until January 1, 2021 to receive their pay increase); motion carried
Councilmember DuWayne Orbeck absent

Motion made by Kyle Christensen and seconded by Cindy Stelten to adopt Resolution No. 04152019C Resolution Adopting the City of Kimball's Small Wireless Facility Design Guideless; motion carried
Councilmember DuWayne Orbeck absent

Those present discussed funding the 83rd Ave & 135th St Improvement Projects that Maine Prairie Township will be bidding. The estimates that the Township gave to the City in February show the City's share of the cost for 83rd Ave at \$58,837.50 and 135th St at \$100,850.00. The City has \$63,964.00 set aside for the project in the Capital Improvement Plan; this leaves a shortfall of just under \$96,000. The Council talked about just doing 83rd Ave for now. Mayor Konz will talk with Township Supervisor Dennis Loewen about having a joint meeting.

The League of Minnesota Cities has their Annual Conference coming up June 26-28 in Duluth; if anyone on the Council wishes to attend, they should let the City Clerk know prior to May 1st.

The League of Minnesota Cities is hosting a free webinar "Budgeting 101 for Elected Officials" on May 3 from 12:30-1:30pm. The Council is interested in attending. The City Clerk will register the Council for this free webinar and have it available at City Hall for any members that are available to attend that day; a quorum of the Council may be present.

Motion made by Cindy Stelten and seconded by Kyle Christensen to adjourn at 8:53pm; motion carried
Respectfully submitted by Nicole Pilarski

Payments

Current Period: April 2019

Batch Name	040919Claims Payments	User Dollar Amt	\$17,996.46		
		Computer Dollar Amt	\$17,996.46		
				\$0.00	In Balance
Refer	11692 SEH				
Cash Payment	E 401-41000-500 Capital Outlay (GENERA	City Hall ADA Construction Administration			\$3,112.67
Invoice	361493	1/7/2019			
Transaction Date	4/9/2019	Checking	10100	Total	\$3,112.67
Refer	11693 PSN	Ck# 001500E 4/3/2019			
Cash Payment	E 603-49500-430 Miscellaneous (GENERA	Monthly Fee			\$39.95
Invoice	192442	4/3/2019			
Transaction Date	4/9/2019	Checking	10100	Total	\$39.95
Refer	11694 BOUND TREE MEDICAL				
Cash Payment	E 200-42200-210 Operating Supplies (GEN	Fire Dept Epi Junior			\$398.85
Invoice	83084725	1/14/2019			
Cash Payment	E 200-42200-210 Operating Supplies (GEN	Fire Dept Cylinder Stand			\$89.99
Invoice	83134932	3/8/2019			
Transaction Date	4/9/2019	Checking	10100	Total	\$488.84
Refer	11695 MEHR, BRIAN				
Cash Payment	E 601-49400-300 Professional Svcs (GENE	Visits Weeks of 3/3, 3/10, 3/17 & 3/24			\$400.00
Invoice	Mar-19	3/30/2019			
Cash Payment	E 602-49450-300 Professional Svcs (GENE	Visits Weeks of 3/3, 3/10, 3/17 & 3/24			\$400.00
Invoice	Mar-19	3/30/2019			
Transaction Date	4/9/2019	Checking	10100	Total	\$800.00
Refer	11696 LMCIT				
Cash Payment	E 101-41000-151 Worker s Comp Insuranc	Office WC 04252019-04252020			\$50.22
Invoice		3/28/2019			
Cash Payment	E 101-41910-151 Worker s Comp Insuranc	Zoning WC 04252019-04252020			\$50.22
Invoice		3/28/2019			
Cash Payment	E 101-41400-151 Worker s Comp Insuranc	Clerk WC 04252019-04252020			\$301.33
Invoice		3/28/2019			
Cash Payment	E 200-42200-151 Worker s Comp Insuranc	Fire WC 04252019-04252020			\$5,429.49
Invoice		3/28/2019			
Cash Payment	E 101-45200-151 Worker s Comp Insuranc	Parks WC 04252019-04252020			\$130.74
Invoice		3/28/2019			
Cash Payment	E 101-42110-151 Worker s Comp Insuranc	Police WC 04252019-04252020			\$5,221.43
Invoice		3/28/2019			
Cash Payment	E 602-49450-151 Worker s Comp Insuranc	Sewer WC 04252019-04252020			\$257.48
Invoice		3/28/2019			
Cash Payment	E 601-49400-151 Worker s Comp Insuranc	Water WC 04252019-04252020			\$329.23
Invoice		3/28/2019			
Cash Payment	E 101-43100-151 Worker s Comp Insuranc	Public Works WC 04252019-04252020			\$1,713.91
Invoice		3/28/2019			
Cash Payment	E 101-41100-151 Worker s Comp Insuranc	Council WC 04252019-04252020			\$70.95
Invoice		3/28/2019			
Transaction Date	4/9/2019	Checking	10100	Total	\$13,555.00

City of Kimball
Payments

Current Period: April 2019

Fund Summary

	10100 Checking
101 GENERAL FUND	\$7,538.80
200 FIRE/RESCUE FUND	\$5,918.33
401 GENERAL COMMITTED FUNDS	\$3,112.67
601 WATER FUND	\$729.23
602 SEWER FUND	\$657.48
603 REFUSE (GARBAGE) FUND	\$39.95
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	\$17,996.46

Pre-Written Checks	\$39.95
Checks to be Generated by the Computer	\$17,956.51
Total	<hr/>
	\$17,996.46

City of Kimball

Payments

Current Period: April 2019

Batch Name	041519Claims Payments	User Dollar Amt	\$18,803.90	
		Computer Dollar Amt	\$18,803.90	
			\$0.00	In Balance
Refer	11691 <u>HEALTH PARTNERS</u>	Ck#	001499E 4/30/2019	
Cash Payment	E 101-42110-133 Employer Paid Dental	POLICE DENTAL		\$51.28
Invoice	88961039 4/8/2019			
Cash Payment	E 601-49400-133 Employer Paid Dental	WATER DENTAL		\$2.57
Invoice	88961039 4/8/2019			
Cash Payment	E 602-49450-133 Employer Paid Dental	SEWER DENTAL		\$2.57
Invoice	88961039 4/8/2019			
Cash Payment	E 101-41400-133 Employer Paid Dental	CLERK DENTAL		\$43.59
Invoice	88961039 4/8/2019			
Cash Payment	E 200-42200-133 Employer Paid Dental	CLERK DENTAL		\$2.55
Invoice	88961039 4/8/2019			
Cash Payment	E 101-42110-131 Employer Paid Health	Police Health		\$348.74
Invoice	88961039 4/8/2019			
Cash Payment	E 601-49400-131 Employer Paid Health	Water Health		\$19.29
Invoice	88961039 4/8/2019			
Cash Payment	E 602-49450-131 Employer Paid Health	Sewer Health		\$19.29
Invoice	88961039 4/8/2019			
Cash Payment	E 101-41400-131 Employer Paid Health	Clerk Health		\$327.95
Invoice	88961039 4/8/2019			
Cash Payment	E 200-42200-131 Employer Paid Health	Clerk Health		\$19.29
Invoice	88961039 4/8/2019			
Cash Payment	E 101-43100-131 Employer Paid Health	COBRA Health Coverage		\$1,540.80
Invoice	88961039 4/8/2019			
Cash Payment	E 101-43100-133 Employer Paid Dental	COBRA Dental Coverage		\$92.82
Invoice	88961039 4/8/2019			
Transaction Date	4/9/2019	Checking	10100	Total \$2,470.74
Refer	11697 <u>STEARNS COUNTY AUDITOR-TRE</u>			
Cash Payment	E 101-45500-419 Property Taxes	Property Tax for 60.34457.0000 Library Property		\$700.00
Invoice				
Transaction Date	4/9/2019	Checking	10100	Total \$700.00
Refer	11698 <u>OFFICE DEPOT</u>			
Cash Payment	E 101-41000-200 Office Supplies (GENER	Office Supplies		\$33.71
Invoice	292155980001 3/25/2019			
Transaction Date	4/9/2019	Checking	10100	Total \$33.71
Refer	11699 <u>SOUTH CENTRAL COLLEGE</u>			
Cash Payment	E 200-42200-208 Training and Instruction	Fire School Markwardt, Graham, Beck, Truenow & Kiffmeyer		\$750.00
Invoice	409756 2/7/2019			
Transaction Date	4/9/2019	Checking	10100	Total \$750.00
Refer	11700 <u>ALEX AIR APPARATUS</u>			
Cash Payment	E 200-42200-404 Repairs/Maint Machinery	Fire Dept Compressor Service & Air Quality Test		\$632.00
Invoice	1198 2/28/2019			
Transaction Date	4/9/2019	Checking	10100	Total \$632.00
Refer	11701 <u>LEAGUE OF MINNESOTA CITIES</u>			
Cash Payment	E 101-43100-208 Training and Instruction	Safety Loss Control Workshop - Chad Koren		\$20.00
Invoice	291269 4/2/2019			
Transaction Date	4/9/2019	Checking	10100	Total \$20.00

City of Kimball

Payments

Current Period: April 2019

Refer	11702 <i>KIMBALL PARTS CITY</i>	-			
Cash Payment	E 200-42200-222 Vehicle Maintenance	Fire Dept Supplies			\$3.29
Invoice	129-337354	3/9/2019			
Transaction Date	4/9/2019	Checking	10100	Total	\$3.29
Refer	11703 <i>CLIFTONLARSONALLEN LLP</i>	-			
Cash Payment	E 101-41000-301 Auditing and Acct g Servi	2018 Audit Progress Billing #2			\$405.00
Invoice	2049489	3/24/2019			
Cash Payment	E 200-42200-301 Auditing and Acct g Servi	2018 Audit Progress Billing #2			\$45.00
Invoice	2049489	3/24/2019			
Cash Payment	E 601-49400-301 Auditing and Acct g Servi	2018 Audit Progress Billing #2			\$225.00
Invoice	2049489	3/24/2019			
Cash Payment	E 602-49450-301 Auditing and Acct g Servi	2018 Audit Progress Billing #2			\$225.00
Invoice	2049489	3/24/2019			
Transaction Date	4/9/2019	Checking	10100	Total	\$900.00
Refer	11704 <i>XCEL ENERGY</i>	-			
Cash Payment	E 101-43100-381 Electric Utilities	Street Lights			\$1,394.67
Invoice	775144815	4/3/2019			
Cash Payment	E 101-42500-381 Electric Utilities	Civil Defense Electricity			\$16.58
Invoice	0774872319	4/1/2019			
Cash Payment	E 101-45200-381 Electric Utilities	Hockey Rink Electricity			\$12.02
Invoice	0774798970	4/1/2019			
Cash Payment	E 101-45200-381 Electric Utilities	Ballpark Electricity			\$13.07
Invoice	0774775780	4/1/2019			
Cash Payment	E 101-42110-381 Electric Utilities	Police Bldg Electricity			\$107.37
Invoice	0774818298	4/1/2019			
Cash Payment	E 601-49400-381 Electric Utilities	Water Plant Electricity			\$515.93
Invoice	0774784998	4/1/2019			
Cash Payment	E 602-49450-381 Electric Utilities	Lift Station Electricity			\$128.98
Invoice	0774784998	4/1/2019			
Cash Payment	E 101-45200-381 Electric Utilities	Shelter Electricity			\$339.11
Invoice	0774765741	4/1/2019			
Cash Payment	E 200-42200-381 Electric Utilities	Fire Hall Electricity			\$258.38
Invoice	0774597321	3/29/2019			
Cash Payment	E 101-41000-381 Electric Utilities	Community Billboard Electricity			\$103.63
Invoice	0774501313	3/29/2019			
Cash Payment	E 101-41000-381 Electric Utilities	City Hall Electricity			\$273.05
Invoice	0774560429	3/29/2019			
Cash Payment	E 101-43100-381 Electric Utilities	Flasher Light			\$47.34
Invoice	0774560512	3/29/2019			
Cash Payment	E 601-49400-381 Electric Utilities	Water Tower Lights			\$37.76
Invoice	0774577091	3/29/2019			
Cash Payment	E 101-45200-381 Electric Utilities	Lions Park Electricity			\$14.57
Invoice	0774576110	3/29/2019			
Transaction Date	4/9/2019	Checking	10100	Total	\$3,262.46
Refer	11705 <i>MARCO TECHNOLOGIES LLC 2</i>	-			
Cash Payment	E 101-41000-300 Professional Srvs (GENE	Monthly Shredding Pickup			\$35.00
Invoice	INV6200759	3/29/2019			
Transaction Date	4/9/2019	Checking	10100	Total	\$35.00
Refer	11706 <i>STANGER, KATHLEEN</i>	-			
Cash Payment	E 101-41000-300 Professional Srvs (GENE	Clean City Hall 3/6 & 3/20			\$150.00
Invoice	348	4/2/2019			

City of Kimball

Payments

Current Period: April 2019

Cash Payment	E 101-45500-300 Professional Svcs (GENE Clean Library 3/6 & 3/20		\$150.00
Invoice 348	4/2/2019		
Transaction Date	4/9/2019	Checking 10100	Total \$300.00
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Refer	11707 WASTE MANAGEMENT	-	
Cash Payment	E 603-49500-384 Refuse/Garbage Disposa 64gal Refuse Carts		\$2,402.43
Invoice 7012273-1767-7	3/29/2019		
Cash Payment	E 603-49500-384 Refuse/Garbage Disposa 96gal Refuse Carts		\$304.98
Invoice 7012273-1767-7	3/29/2019		
Cash Payment	E 603-49500-384 Refuse/Garbage Disposa 32gal Refuse Carts		\$243.60
Invoice 7012273-1767-7	3/29/2019		
Cash Payment	E 603-49500-384 Refuse/Garbage Disposa 2nd 64gal Refuse Carts		\$19.74
Invoice 7012273-1767-7	3/29/2019		
Cash Payment	E 603-49500-384 Refuse/Garbage Disposa Recycle Carts		\$903.16
Invoice 7012273-1767-7	3/29/2019		
Transaction Date	4/9/2019	Checking 10100	Total \$3,873.91
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Refer	11708 GOPHER STATE ONE CALL	-	
Cash Payment	E 601-49400-311 Locate calls	Locates	\$2.70
Invoice 9030503	3/31/2019		
Cash Payment	E 602-49450-311 Locate calls	Locates	\$2.70
Invoice 9030503	3/31/2019		
Transaction Date	4/9/2019	Checking 10100	Total \$5.40
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Refer	11709 ARNOLDS OF KIMBALL	-	
Cash Payment	E 200-42200-222 Vehicle Maintenance	Fire Dept Supplies	\$295.60
Invoice KC64732	3/14/2019		
Transaction Date	4/9/2019	Checking 10100	Total \$295.60
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Refer	11710 STEARNS DHIA CENTRAL LAB	-	
Cash Payment	E 602-49450-206 Testing	WW Pond Influent	\$49.00
Invoice 397162	4/8/2019		
Transaction Date	4/9/2019	Checking 10100	Total \$49.00
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Refer	11711 JOVANOVICH KADLEC & ATHMAN	-	
Cash Payment	E 101-41000-304 Legal Fees	Library Legal	\$1,600.00
Invoice 16713	3/31/2019	Project 17-004	
Cash Payment	E 602-49450-304 Legal Fees	Jansky Legal	\$70.00
Invoice 16713	3/31/2019		
Cash Payment	E 101-42110-304 Legal Fees	Police Legal	\$766.50
Invoice 16605	3/31/2019		
Transaction Date	4/9/2019	Checking 10100	Total \$2,436.50
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Refer	11712 CENTERPOINT ENERGY	-	
Cash Payment	E 101-41000-383 Gas Utilities	City Hall Gas Service	\$518.04
Invoice	3/29/2019		
Cash Payment	E 601-49400-383 Gas Utilities	Water Gas Service	\$202.26
Invoice	3/29/2019		
Cash Payment	E 101-43100-383 Gas Utilities	Public Works Gas Service	\$104.45
Invoice	3/29/2019		
Cash Payment	E 200-42200-383 Gas Utilities	Fire Hall Gas Service	\$635.39
Invoice	3/29/2019		
Transaction Date	4/9/2019	Checking 10100	Total \$1,460.14
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Refer	11713 GOHMANN FOODS	-	
Cash Payment	E 601-49400-210 Operating Supplies (GEN Water Supplies		\$0.99
Invoice 408777	11/14/2018		

City of Kimball

Payments

Current Period: April 2019

Cash Payment	E 601-49400-210 Operating Supplies (GEN Metal Detector Batteries	\$5.35
Invoice 434376	3/17/2019	
Cash Payment	E 602-49450-210 Operating Supplies (GEN Metal Detector Batteries	\$5.35
Invoice 434376	3/17/2019	
Transaction Date	4/9/2019	Total
	Checking	\$11.69
Refer	11714 <i>AMERIPRIDE SERVICES</i>	-
Cash Payment	E 101-41000-300 Professional Srvs (GENE City Hall Rugs	\$25.46
Invoice 2201163435	3/4/2019	
Cash Payment	E 200-42200-300 Professional Srvs (GENE Fire Hall Rugs	\$34.21
Invoice 2201163435	3/4/2019	
Cash Payment	E 101-41000-300 Professional Srvs (GENE City Hall Rugs	\$34.79
Invoice 2201169231	3/18/2019	
Transaction Date	4/9/2019	Total
	Checking	\$94.46
Refer	11715 <i>SEH</i>	-
Cash Payment	E 401-41000-500 Capital Outlay (GENERA City Hall ADA Construction Administration	\$1,470.00
Invoice 365621	4/8/2019	
Transaction Date	4/10/2019	Total
	Checking	\$1,470.00

Fund Summary

	10100 Checking
101 GENERAL FUND	\$9,269.54
200 FIRE/RESCUE FUND	\$2,675.71
401 GENERAL COMMITTED FUNDS	\$1,470.00
601 WATER FUND	\$1,011.85
602 SEWER FUND	\$502.89
603 REFUSE (GARBAGE) FUND	\$3,873.91
	\$18,803.90

Pre-Written Checks	\$2,470.74
Checks to be Generated by the Computer	\$16,333.16
Total	\$18,803.90