

Council Meeting
August 21, 2023

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

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

Others present: Dana Soli, Bruce Olson, Adrian Sunderland, Travis Peterson, and Eric Loewen

Motion made by Kyle Christensen and seconded by Jody Orbeck to approve the claims; motion carried

Councilmember Cindy Stelten absent

Motion made by Steven Dahlager and seconded by Karla Davis to approve the following
Consent Agenda Items:

1. Minutes of the August 7, 2023 Council Meeting
2. Approval of Employee Time-off Request

motion carried

Councilmember Cindy Stelten absent

Motion made by Jody Orbeck and seconded by Steven Dahlager to close the regular portion of the meeting and open the Public Hearing for the Nuisance Ordinance Violation and Order to Abate Nuisance: Adrian Sunderland at 360 Hazel Ave E at 5:32pm; motion carried

Councilmember Cindy Stelten absent

The City Council reviewed timeline correspondence and pictures of the subject property as submitted by the City Clerk.

Adrian Sunderland stated that he has been having difficulty over the last year; his wife has left and he lost his job. He further stated that he did have a dumpster at his residence to get rid of most of the junk.

Mayor Davis stated that she is sorry to hear about Mr. Sunderland's situation, but communication is key and the City is here to help support when it can.

Mr. Sunderland stated that he is in the process of selling his house and he is unable to handle the financial burden of being punished further.

Councilmembers Christensen and Orbeck asked Mr. Sunderland if he had a timeline for the sale of his property; he does not. Councilmember Orbeck asked Mr. Sunderland if he was working with a realtor or investment firm; he was unsure.

Mr. Sunderland stated that he just needs to deal with some weeds yet.

Mayor Davis asked Mr. Sunderland if he has a working lawn mower; he does, but the batteries for it are at his storage unit at another location and he just needs to go get them.

Motion made by Kyle Christensen and seconded by Jody Orbeck to close the Public Hearing for the Nuisance Ordinance Violation and Order to Abate Nuisance: Adrian Sunderland at 360 Hazel Ave E at 5:38pm; motion carried

Councilmember Cindy Stelten absent

Motion made by Jody Orbeck and seconded by Kyle Christensen to reopen the regular portion of the meeting; motion carried

Councilmember Cindy Stelten absent

Mayor Davis asked for further discussion by the Council

Motion made by Jody Orbeck and seconded by Karla Davis to give Adrian Sunderland at 360 Hazel Ave E until September 25, 2023, to clean-up his property and if he needs a waiver on fees for Citywide Clean-up Day to contact the City Clerk at City Hall so that the Council may do so and to also contact the City Clerk at City Hall if he is in need of mowing assistance; motion carried

Councilmember Cindy Stelten absent

Motion made by Jody Orbeck and seconded by Steven Dahlager to close the regular portion of the meeting and open the Public Hearing for the Nuisance Ordinance Violation and Order to Abate Nuisance: Bruce Olson and James Olson at 400 Hazel Ave E at 5:41pm; motion carried

Councilmember Cindy Stelten absent

The City Council reviewed timeline correspondence and pictures of the subject property as submitted by the City Clerk.

The City Council reviewed a letter received from Bruce Olson by the City Clerk that afternoon.

Bruce Olson stated that he made arrangements to have the pickup trailer and camper removed that evening and the truck in the alley would be hauled away that night as well.

James Olson was not in attendance.

Councilmember Orbeck asked who would be helping Mr. Olson; his other children would be.

Mr. Olson further stated that he would be hauling all of the wood out himself to use at his home in Pine River. He requested additional time to come in compliance with the property as he will be having surgery on his wrists and elbow. Mr. Olson also stated that he had just

found out about Citywide Clean-up Day at this evening's meeting and would be getting rid of as many items as possible there.

Motion made by Jody Orbeck and seconded by Karla Davis to close the Public Hearing for the Nuisance Ordinance Violation and Order to Abate Nuisance: Bruce Olson and James Olson at 400 Hazel Ave E at 5:44pm; motion carried
Councilmember Cindy Stelten absent

Motion made by Jody Orbeck and seconded by Karla Davis to reopen the regular portion of the meeting; motion carried
Councilmember Cindy Stelten absent

Motion made by Karla Davis and seconded by Kyle Christensen to give Bruce Olson and James Olson at 400 Hazel Ave E until September 25, 2023, to clean-up his property; motion carried
Councilmember Cindy Stelten absent

SEH Engineer, Dana Soli, presented bids for the water tower heater to the City Council. Great Northern Environmental - \$99,989.00 (skid system only); USEMCO - \$50,440.00 (skid system only); and MN Mechanical Solutions - \$57,000.00 (installation only).

Motion made by Kyle Christensen and seconded by Steven Dahlager to proceed with the project for the water tower heater with USEMCO - \$50,440.00 (skid system only) and MN Mechanical Solutions - \$57,000.00 (installation only); motion carried
Councilmember Cindy Stelten absent

City Resident, Eric Lowen (Oak St N), spoke with the Council about garbage and recycling pickup; when will it be moved back to the alley? The City Clerk stated that West Central was supposed to have sent letters out this spring regarding moving it back after the snow melted. Mr. Loewen stated that he never received one and garbage and recycling are still street-side. He also inquired about the alley; will work be done on it before winter? It is getting pretty bad. Public Works Lead, Travis Peterson, was going to have Hendricks take a look before winter to see what they could do and go through there with a grader; it's not something that he can do with our tractor.

Public Works Lead, Travis Peterson, provided the City Council with an update on the water plant; a new blower motor for backwashing will be needed soon. The current one is the original and did stop working; it is temporarily up again, but should be replaced. The quote from General Repair Service for just the new unit itself is \$4,131.41 and could take at least 16 weeks to receive. He is also having Traut Wells come out to look at the pumps and VFD's. The Council reviewed the quote for the lift station communication upgrades from Automatic Systems for \$83,098.00.

Motion made by Kyle Christensen and seconded by Karla Davis to purchase a new blower motor for backwashing from General Repair Service for \$4,131.41; motion carried
Councilmember Cindy Stelten absent

Travis reviewed the new plow quotes from Crysteel for the current truck with the Council; \$10,029.00 (not including current mounting system on the truck for the plow) and \$11,252.00 (replacing the current mounting system on the truck as we've used it for 2 plows already in 10 years).

Motion made by Kyle Christensen and seconded by Steven Dahlager to purchase a new plow from Crysteel for the current truck in the amount of \$11,252.00 (replacing the current mounting system); motion carried
Councilmember Cindy Stelten absent

The Council will use \$3,000 each out of the water, sewer and refuse funds and the remaining balance out of the general/public works fund; the City Clerk will prepare a resolution for that.

The Council discussed a quote that Travis had gotten from Crysteel for a new (used) full-sized plow truck for approximately \$60,000 and where to store it.

The Council reviewed memo from the Deputy Clerk in regards to the email received from Gaven Gillman and his irrigation; he has purchased and installed a separate meter.

The Council wants verbiage added to the utility application regarding irrigation, water meters, etc. They would also like letters sent to all new homes without irrigation meters regarding the ability to an irrigation meter and additional verbiage added to building permit applications; information can also be added to the new resident packet and verbiage can be added to the newsletters each month April – October.

Motion made by Karla Davis and seconded by Kyle Christensen to give a one-time sewer credit to Gaven Gillman in the amount of \$617.25; motion carried
Councilmember Cindy Stelten absent

Motion made by Jody Orbeck and seconded by Steven Dahlager to adopt Resolution No. 08212023C A Resolution Appointing an Emergency Management Director; motion carried
Those voting in favor: Karla Davis, Jody Orbeck, Steven Dahlager and Kyle Christensen
Those voting against: none
Those absent: Cindy Stelten

Motion made by Karla Davis and seconded by Kyle Christensen to adopt Resolution No. 08212023D Amendment of City Ordinance 400 – Nuisances; motion carried
Those voting in favor: Karla Davis, Jody Orbeck, Steven Dahlager and Kyle Christensen
Those voting against: none

Those absent: Cindy Stelten

Motion made by Kyle Christensen and seconded by Jody Orbeck to adopt Resolution No. 08212023E Amendment of City Ordinance 505 – Traffic and Parking Regulations; motion carried

Those voting in favor: Karla Davis, Jody Orbeck, Steven Dahlager and Kyle Christensen

Those voting against: none

Those absent: Cindy Stelten

Motion made by Kyle Christensen and seconded by Jody Orbeck to accept the quote from Century Fence in the amount of \$19,250 for the replacement of the City Ballfield fence; motion carried

Councilmember Cindy Stelten absent

The Council reviewed the proposed Animal Ordinance update in regards to chickens; they would like the following changes: incorporate into the existing ordinance, have verbiage state “fee as stated in Ordinance 215”, shall meet all setbacks unless homeowner...understands, signs waiver, etc. (to have up to 5ft. closer to the property line) and the above verbiage should be added to the application.

The City Clerk asked the Council if they wished to adopt Resolutions of Findings of Fact and Ordering Abatement for both of the nuisance properties that had public hearings at the beginning of the meeting; if the property owners do not clean-up by the September 25, 2023, deadline the Council may need to have notices served again and hold another public hearing.

Motion made by Kyle Christensen and seconded by Jody Orbeck to adopt Resolution No. 08212023A A Resolution of Findings of Fact and Ordering the Abatement of a Nuisance Located at 360 Hazel Ave. E, Kimball, Minnesota; motion carried

Those voting in favor: Karla Davis, Jody Orbeck, Steven Dahlager and Kyle Christensen

Those voting against: none

Those absent: Cindy Stelten

Motion made by Steven Dahlager and seconded by Karla Davis to adopt Resolution No. 08212023B A Resolution of Findings of Fact and Ordering the Abatement of a Nuisance Located at 400 Hazel Ave. E, Kimball, Minnesota; motion carried

Those voting in favor: Karla Davis, Jody Orbeck, Steven Dahlager and Kyle Christensen

Those voting against: none

Those absent: Cindy Stelten

Those present discussed the 2024 preliminary budget/tax levy; the Council would like to get quotes for the Citywide audit for years 2023-2025. The City Clerk asked what she should input for wages; will the Personnel Committee be redoing the wage scale as was discussed at the July 18 Council Workshop? She was instructed to use the next step for each employee.

Mayor Davis reported on the tabletop train derailment exercise held on August 15 at the Fire Hall; she had questions in regards to emergencies, procedures, duties, etc. The City Clerk retrieved the City's Emergency Operations Plan from the City Office to show to the Council; the Council noted that it has not been updated in quite a few years and should be looked at annually. The Council would like the Deputy Clerk to work on this.

Motion made by Jody Orbeck and seconded by Steven Dahlager to adjourn at 8:12pm; motion carried

Councilmember Cindy Stelten absent

Respectfully submitted by Nicole Pilarski

City of Kimball

Payments

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Current Period: August 2023

Payments Batch 08212023Claims					\$27,896.22
Refer	3684 <i>Dietz, Kenneth & Rebecca</i>		-		
Cash Payment	G 101-99999	Undistributed Receipts	Utility Billing Credit Refund		\$6.92
Invoice					
Transaction Date	8/9/2023	Checking	10100	Total	\$6.92
Refer	3685 <i>Harvest Bank</i>		Ck# 002540E 8/11/2023		
Cash Payment	E 101-42500-430	Miscellaneous (GENER	Stop Payment Check 43495		\$18.00
Invoice	8/11/2023				
Transaction Date	8/11/2023	Checking	10100	Total	\$18.00
Refer	3686 <i>Harvest Bank</i>		Ck# 002541E 8/11/2023		
Cash Payment	E 601-49400-437	Other Miscellaneous	Stop Payment Check 43945		\$9.00
Invoice	8/11/2023				
Cash Payment	E 602-49450-437	Other Miscellaneous	Stop Payment Check 43945		\$9.00
Invoice	8/11/2023				
Transaction Date	8/11/2023	Checking	10100	Total	\$18.00
Refer	3687 <i>Harvest Bank</i>		Ck# 002542E 8/11/2023		
Cash Payment	E 601-49400-437	Other Miscellaneous	Stop Payment Check 43931		\$9.00
Invoice	8/11/2023				
Cash Payment	E 602-49450-437	Other Miscellaneous	Stop Payment Check 43931		\$9.00
Invoice	8/11/2023				
Transaction Date	8/11/2023	Checking	10100	Total	\$18.00
Refer	3688 <i>Harvest Bank</i>		Ck# 002543E 8/11/2023		
Cash Payment	E 601-49400-437	Other Miscellaneous	Stop Payment Check 43671		\$9.00
Invoice	8/11/2023				
Cash Payment	E 602-49450-437	Other Miscellaneous	Stop Payment Check 43671		\$9.00
Invoice	8/11/2023				
Transaction Date	8/11/2023	Checking	10100	Total	\$18.00
Refer	3695 <i>Harvest Bank</i>		Ck# 002550E 8/15/2023		
Cash Payment	E 101-41000-437	Other Miscellaneous	Josh Eastridge Closed Acct		\$4.00
Invoice	8/15/2023				
Transaction Date	8/21/2023	Checking	10100	Total	\$4.00
Refer	3696 <i>LMCIT</i>		-		
Cash Payment	E 101-43100-362	Property Ins	Ins Hwy 15 PIO		\$1,054.00
Invoice	8/11/2023				
Transaction Date	8/21/2023	Checking	10100	Total	\$1,054.00
Refer	3697 <i>TRI-COUNTY NEWS</i>		-		
Cash Payment	E 410-48000-351	Legal Notices Publishing	Savanna Prairie ADS		\$240.30
Invoice	23007134	8/15/2023	Project 09-001		
Cash Payment	E 101-41000-351	Legal Notices Publishing	Cannabis Public Hearing		\$60.08
Invoice	23007134	8/15/2023			
Transaction Date	8/21/2023	Checking	10100	Total	\$300.38
Refer	3698 <i>Momentum Truck Group</i>		-		
Cash Payment	E 200-42200-222	Vehicle Maintenance	Fire dept Truck Repairs		\$7,263.24
Invoice	R194021345	7/31/2023			
Transaction Date	8/21/2023	Checking	10100	Total	\$7,263.24

City of Kimball

Payments

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Refer	3699	ALEX AIR APPARATUS	-		
Cash Payment	E 200-42200-210	Operating Supplies (GE	Fire dept supplies		\$993.00
Invoice	INV-48309	8/7/2023			
Transaction Date	8/21/2023	Checking	10100	Total	\$993.00
Refer	3700	BOUND TREE MEDICAL	-		
Cash Payment	E 200-42200-210	Operating Supplies (GE	Fire dept supplies		\$153.98
Invoice	84918079	4/10/2023			
Transaction Date	8/21/2023	Checking	10100	Total	\$153.98
Refer	3701	HEIMAN INC	-		
Cash Payment	E 200-42200-222	Vehicle Maintenance	Fire dept supplies		\$654.92
Invoice	0923545-IN	8/9/2023			
Transaction Date	8/21/2023	Checking	10100	Total	\$654.92
Refer	3702	EAST SIDE OIL COMPANIES	-		
Cash Payment	E 603-49500-387	Oil/Filter Disposal	Used Oil/Filter Pickup		\$45.00
Invoice	R106712	8/17/2023			
Transaction Date	8/21/2023	Checking	10100	Total	\$45.00
Refer	3703	XCEL ENERGY	-		
Cash Payment	E 101-45500-381	Electric Utilities	Library Electricity		\$243.12
Invoice	105273951	7/31/2023			
Cash Payment	E 101-41000-381	Electric Utilities	Community Billboard Electricity		\$163.98
Invoice	1052494067	7/31/2023			
Cash Payment	E 101-43100-381	Electric Utilities	Street Lights		\$1,575.93
Invoice	1053456378	8/3/2023			
Cash Payment	E 101-42500-381	Electric Utilities	Civil Defense Electricity		\$14.31
Invoice	1053023166	8/1/2023			
Cash Payment	E 101-42110-381	Electric Utilities	Police Electricity		\$166.63
Invoice	1052658834	7/31/2023			
Cash Payment	E 200-42200-381	Electric Utilities	Fire Hall Electricity		\$376.20
Invoice	1052634215	7/31/2023			
Cash Payment	E 101-45200-381	Electric Utilities	Lions Park Electricity		\$20.56
Invoice	1052609400	7/31/2023			
Cash Payment	E 101-43100-381	Electric Utilities	Hwy 15 Electricity		\$59.55
Invoice	1052749245	7/31/2023			
Cash Payment	E 601-49400-381	Electric Utilities	Water Plant Electricity		\$1,156.02
Invoice	1052963343	8/1/2023			
Cash Payment	E 602-49450-381	Electric Utilities	Lift Station Electricity		\$289.01
Invoice	1052963343	8/1/2023			
Cash Payment	E 101-45200-381	Electric Utilities	Ballpark Electricity		\$150.85
Invoice	1052956224	8/1/2023			
Cash Payment	E 601-49400-381	Electric Utilities	Water tower Electricity		\$75.03
Invoice	1052604601	7/31/2023			
Cash Payment	E 101-41000-381	Electric Utilities	City Hall Electricity		\$462.93
Invoice	1052584764	7/31/2023			
Cash Payment	E 101-45200-381	Electric Utilities	Hockey Rink Electricity		\$17.82
Invoice	1052971961	8/1/2023			
Cash Payment	E 101-45200-381	Electric Utilities	Shelter Electricity		\$340.73
Invoice	1052946778	8/1/2023			
Transaction Date	8/21/2023	Checking	10100	Total	\$5,112.67

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Refer	3704	SEH	-		
Cash Payment	E 601-49400-303	Engineering Fees	Verizon Engineering		\$1,026.53
Invoice	451283	8/10/2023		Project 21-002	
Cash Payment	E 101-43100-303	Engineering Fees	Public Works Bldg Engineering		\$321.07
Invoice	450799	8/8/2023		Project 20-003	
Transaction Date	8/21/2023	Checking	10100	Total	\$1,347.60
Refer	3705	HEDLUND PLUMBING & HEATING	-		
Cash Payment	E 101-45200-401	Repairs/Maint Buildings	Concession Plumbing Repair		\$185.00
Invoice	23938	8/9/2023			
Transaction Date	8/21/2023	Checking	10100	Total	\$185.00
Refer	3706	TOTAL ENERGY SYSTEMS, LLC	-		
Cash Payment	E 601-49400-404	Repairs/Maint Machiner	Generator Service		\$546.25
Invoice	INV103450	8/9/2023			
Cash Payment	E 602-49450-404	Repairs/Maint Machiner	Generator Service		\$546.25
Invoice	INV103450	8/9/2023			
Transaction Date	8/21/2023	Checking	10100	Total	\$1,092.50
Refer	3707	CATALIS PUBLIC WORKS & CITIZE	-		
Cash Payment	E 101-41000-433	Dues and Subscriptions	2023 Website Hosting		\$3,029.48
Invoice	INV23045647	7/31/2023			
Transaction Date	8/21/2023	Checking	10100	Total	\$3,029.48
Refer	3708	JOVANOVIICH DEGE & ATHMANN P	-		
Cash Payment	E 101-43100-304	Legal Fees	Minimum Maintenance Alley Legal		\$67.50
Invoice	26710	7/31/2023			
Cash Payment	E 101-41000-304	Legal Fees	Nuisance Legal		\$400.12
Invoice	26710	7/31/2023			
Cash Payment	E 101-41000-304	Legal Fees	Cannabis Legal		\$195.50
Invoice	26710	7/31/2023			
Cash Payment	E 602-49450-304	Legal Fees	Irrigation Legal		\$258.00
Invoice	26710	7/31/2023			
Cash Payment	E 601-49400-304	Legal Fees	PFAS Legal		\$22.50
Invoice	26710	7/31/2023			
Cash Payment	E 101-41000-304	Legal Fees	General Legal		\$64.50
Invoice	26710	7/31/2023			
Cash Payment	E 101-41000-304	Legal Fees	Nuisance Legal		\$236.50
Invoice	26808	7/31/2023			
Cash Payment	E 101-41000-304	Legal Fees	Cannabis Legal		\$150.50
Invoice	26808	7/31/2023			
Cash Payment	E 101-42110-304	Legal Fees	Police Legal		\$3,859.50
Invoice	26808	7/31/2023			
Cash Payment	E 101-41910-304	Legal Fees	Scheeler Legal		\$45.00
Invoice	26711	7/31/2023		Project 22-001	
Transaction Date	8/21/2023	Checking	10100	Total	\$5,299.62
Refer	3709	MEEKER COOPERATIVE	Ck# 002551E 8/25/2023		
Cash Payment	E 602-49450-381	Electric Utilities	WWTP Electricity		\$688.00
Invoice		8/10/2023			
Cash Payment	E 602-49450-381	Electric Utilities	Heritage Park Lift Station		\$160.45
Invoice		8/10/2023			

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Cash Payment	E 602-49450-381 Electric Utilities	Scheeler Lift Station	\$160.45
Invoice	8/10/2023		
Cash Payment	E 101-43100-381 Electric Utilities	Street Light	\$14.75
Invoice	8/10/2023		
Cash Payment	E 101-43100-381 Electric Utilities	Street Light	\$14.75
Invoice	8/10/2023		
Cash Payment	E 101-43100-381 Electric Utilities	Street Light	\$14.75
Invoice	8/10/2023		
Cash Payment	E 101-43100-381 Electric Utilities	Street Light	\$14.75
Invoice	8/10/2023		
Transaction Date	8/21/2023	Checking 10100	Total \$1,067.90
Refer	3710 AT&T	Ck# 002552E 8/21/2023	
Cash Payment	E 101-43100-321 Telephone	Public Works Cell Phone	\$49.66
Invoice	08032023 7/25/2023		
Cash Payment	E 601-49400-321 Telephone	Water Cell Phone	\$24.83
Invoice	08032023 7/25/2023		
Cash Payment	E 602-49450-321 Telephone	Sewer Cell Phone	\$24.83
Invoice	08032023 7/25/2023		
Cash Payment	E 601-49400-321 Telephone	Water Plant iPad	\$38.23
Invoice	08032023 7/25/2023		
Cash Payment	E 101-41000-321 Telephone	City iPad	\$38.23
Invoice	08032023 7/25/2023		
Cash Payment	E 602-49450-321 Telephone	Sewer Plant iPad	\$38.23
Invoice	08032023 7/25/2023		
Transaction Date	8/21/2023	Checking 10100	Total \$214.01

Fund Summary

	10100 Checking
101 GENERAL FUND	\$13,060.97
200 FIRE/RESCUE FUND	\$9,441.34
410 TIF 5-5 HERITAGE HOUSE PROJ	\$240.30
601 WATER FUND	\$2,916.39
602 SEWER FUND	\$2,192.22
603 REFUSE (GARBAGE) FUND	\$45.00
	\$27,896.22

Pre-Written Checks	\$1,357.91
Checks to be Generated by the Computer	\$26,538.31
Total	\$27,896.22