

Council Meeting

October 1, 2019

Meeting called to order by Mayor Tammy Konz at 6:30pm

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

Others present: Chad Koren, Jean Matua, Dave Traurig and Joe Krippner

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

Councilmember Cindy Stelten absent

Motion made by Kyle Christensen and seconded by DuWayne Orbeck to approve the following Consent Agenda items:

1. Minutes of the September 23, 2019 Council Meeting
2. Minutes of the September 26, 2019 Special Meeting

motion carried

Councilmember Cindy Stelten absent

Chief Traurig reported that the Fire Dept. has responded to 249 calls so far this year; \$47,500 was budgeted for wages in 2019 and \$53,000 for wages for 2020.

Those present discussed snow removal on Hwy 15 for the 2019-2020 season. Mayor Konz has concerns about the snow being cleared in front of businesses on Main St in a timely manner if the City does not agree to do the snow removal. Councilmember Carlson asked who would be removing the snow from the sidewalks; that is the responsibility of the property owner. If a separate company is contracted with for clearing of the snow, the contract would run through the City. The City Clerk will contact MnDOT regarding timeliness of snow removal from the parking lanes.

No one was present from the library building committee.

Those present discussed the water treatment plant project phasing; the City Clerk will contact the City Engineer regarding any potential cost savings of combining phases 2 and 3 so that the Council can compare these costs to borrowing from MRWA.

Those present discussed the proposed frozen water line policy. The City Clerk read the following from the City of Loretto's Ordinance: Section 410:05. CONNECTION AND MAINTENANCE RESPONSIBILITY. The property owner is responsible for the installation of all water and sewer lines from the main to the residence or other structure. If a service is existing, the connection shall be made at the property lot line or curb stop. All connections and repairs shall be made according to city specifications and inspected by a city inspector. Repairs and maintenance of water and sewer lines from the curb stop or property line to the residence or other structure shall be the responsibility of the property owner, including any necessary repairs to the curb stop box and any necessary upgrades and street repairs. The property owner is also responsible for maintaining the lines in a free-flowing condition from the main to the

residence or other structure, including but not limited to, freeze-ups and plugs due to debris and roots. Repairs from the main to the curb stop or property line shall be the responsibility of the city.

The Council was in favor of this verbiage change with the exception of the last sentence; a distinction should be made specifically that property owners are responsible for repairs to the main due to freeze-ups and from the main to the curb stop is only the responsibility of the City due to debris & roots. The City Clerk will prepare a draft for the Council for the meeting on October 14th.

Motion made by Sheryl Carlson and seconded by Kyle Christensen to adopt a Mayoral Proclamation Recognizing National Pregnancy and Infant Loss Awareness Day on October 15, 2019; motion carried
Councilmember Cindy Stelten absent

Motion made by DuWayne Orbeck and seconded by Kyle Christensen to adjourn at 7:28pm; motion carried
Councilmember Cindy Stelten absent

Respectfully submitted by Nicole Pilarski

City of Kimball

Payments

Current Period: September 2019

Payments Batch 09262019CLAI **\$839.30**

Refer <u>123909 A M MAUS</u> -					
Cash Payment	E 200-42200-222 Vehicle Maintenance	Fire Dept Supplies			\$12.75
Invoice	284503	8/11/2019			
Transaction Date	9/26/2019	Due 9/26/2019	Checking	10100	Total \$12.75
Refer <u>123910 IAMRESPONDING.COM</u> -					
Cash Payment	E 200-42200-433 Dues and Subscriptions	Fire Dept Paging System - Year 3 Subscription Fee			\$735.00
Invoice	19-20364	8/7/2019			
Transaction Date	9/26/2019	Due 9/26/2019	Checking	10100	Total \$735.00
Refer <u>123911 AT&T</u> -					
Cash Payment	E 101-43100-321 Telephone	Public Works Cell Phone			\$41.28
Invoice	09172019	9/9/2019			
Cash Payment	E 601-49400-321 Telephone	Water Cell Phone			\$20.64
Invoice	09172019	9/9/2019			
Cash Payment	E 602-49450-321 Telephone	Sewer Cell Phone			\$20.63
Invoice	09172019	9/9/2019			
Transaction Date	9/26/2019	Due 9/26/2019	Checking	10100	Total \$82.55
Refer <u>123912 MINNESOTA LIFE INSURANCE CO</u> -					
Cash Payment	E 101-42110-134 Employer Paid Life	Police Life Insurance			\$3.00
Invoice		9/13/2019			
Cash Payment	E 601-49400-134 Employer Paid Life	Water Life Insurance			\$0.93
Invoice		9/13/2019			
Cash Payment	E 602-49450-134 Employer Paid Life	Sewer Life Insurance			\$0.66
Invoice		9/13/2019			
Cash Payment	E 101-41400-134 Employer Paid Life	Clerk Life Insurance			\$2.55
Invoice		9/13/2019			
Cash Payment	E 200-42200-134 Employer Paid Life	Clerk Life Insurance			\$0.15
Invoice		9/13/2019			
Cash Payment	E 101-43100-134 Employer Paid Life	Public Works Life Insurance			\$1.71
Invoice		9/13/2019			
Transaction Date	9/26/2019	Due 9/26/2019	Checking	10100	Total \$9.00

Fund Summary

	10100 Checking
101 GENERAL FUND	\$48.54
200 FIRE/RESCUE FUND	\$747.90
601 WATER FUND	\$21.57
602 SEWER FUND	\$21.29
	\$839.30

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$839.30
Total	\$839.30

City of Kimball

Payments

Current Period: October 2019

Payments Batch 10012019CLAI \$5,699.61

Refer	101 HARVEST BANK		<u>Ck# 001602E 10/1/2019</u>		
Cash Payment	E 101-41400-131 Employer Paid Health Invoice		Nicole Pilarski HSA		\$191.25
Cash Payment	E 200-42200-131 Employer Paid Health Invoice		Nicole Pilarski HSA		\$11.25
Cash Payment	E 601-49400-131 Employer Paid Health Invoice		Nicole Pilarski HSA		\$11.25
Cash Payment	E 602-49450-131 Employer Paid Health Invoice		Nicole Pilarski HSA		\$11.25
Transaction Date	9/27/2019		Checking	10100	Total \$225.00
Refer	102 HARVEST BANK		<u>Ck# 001603E 10/1/2019</u>		
Cash Payment	E 101-42110-131 Employer Paid Health Invoice		Nick Walther HSA		\$225.00
Transaction Date	9/27/2019		Checking	10100	Total \$225.00
Refer	103 HARVEST BANK		<u>Ck# 001604E 10/1/2019</u>		
Cash Payment	E 101-43100-131 Employer Paid Health Invoice		Chad Koren HSA		\$128.25
Cash Payment	E 601-49400-131 Employer Paid Health Invoice		Chad Koren HSA		\$58.50
Cash Payment	E 602-49450-131 Employer Paid Health Invoice		Chad Koren HSA		\$38.25
Transaction Date	9/27/2019		Checking	10100	Total \$225.00
Refer	123913 PILARSKI, NICOLE J		-		
Cash Payment	E 101-41400-331 Travel Expenses Invoice		Reimburse Meals at MCAA Conference		\$24.76
Transaction Date	9/27/2019	Due 9/27/2019	Checking	10100	Total \$24.76
Refer	123914 ARVIG		-		
Cash Payment	E 602-49450-321 Telephone Invoice	9/22/2019	Scheeler Lift Station Telephon		\$43.90
Cash Payment	E 601-49400-321 Telephone Invoice	9/22/2019	Water Plant Alarm		\$43.90
Cash Payment	E 101-42110-321 Telephone Invoice	9/22/2019	Police Computer Line		\$43.90
Cash Payment	E 101-42110-321 Telephone Invoice	9/22/2019	Police Telephone & Fax		\$89.30
Cash Payment	E 101-42500-321 Telephone Invoice	9/22/2019	Civil Defense Telephone		\$43.90
Cash Payment	E 200-42200-321 Telephone Invoice	9/22/2019	Fire Dept Telephone		\$95.50
Cash Payment	E 101-41000-321 Telephone Invoice	9/22/2019	City Hall Telephone		\$104.07
Cash Payment	E 101-41000-321 Telephone Invoice	9/22/2019	City Hall Fax		\$99.26
Cash Payment	E 601-49400-321 Telephone Invoice	9/22/2019	Water Plant Alarm		\$45.90
Cash Payment	E 602-49450-321 Telephone Invoice	9/22/2019	Heritage Park Lift Station Tel		\$45.01
Transaction Date	9/27/2019	Due 9/27/2019	Checking	10100	Total \$654.64
Refer	123915 PEGLOW CONCRETE		-		

City of Kimball

Payments

Current Period: October 2019

Payments Batch 10012019CLAI **\$5,699.61**

Cash Payment	E 101-43100-403 Improvements Other Tha	Sidewalk Replacement in front of City Hall & Elementary School		\$3,226.50
Invoice 664431	9/25/2019			
Transaction Date	9/27/2019	Due 9/27/2019	Checking 10100	Total \$3,226.50
Refer	123916	MENARDS	-	
Cash Payment	E 101-45200-220 Repair/Maint Supply (GE	Park Supplies		\$54.96
Invoice 24220	9/22/2019			
Transaction Date	9/27/2019	Due 9/27/2019	Checking 10100	Total \$54.96
Refer	123917	SPRINT	-	
Cash Payment	E 101-42110-321 Telephone	POLICE LAPTOPS		\$119.97
Invoice 325068815-142	9/18/2019			
Cash Payment	E 101-42110-321 Telephone	Police Cell Phone		\$47.66
Invoice 325068815-142	9/18/2019			
Transaction Date	9/27/2019	Due 9/27/2019	Checking 10100	Total \$167.63
Refer	123918	US BANK VOYAGER FLEET SYS	-	
Cash Payment	E 101-43100-212 Motor Fuels	Public Works Fuel		\$64.03
Invoice	9/17/2019			
Cash Payment	E 101-43100-212 Motor Fuels	Public Works Fuel		\$50.37
Invoice	9/10/2019			
Cash Payment	E 200-42200-212 Motor Fuels	Fire Fuel		\$35.02
Invoice	9/4/2019			
Cash Payment	E 200-42200-212 Motor Fuels	Fire Fuel		\$62.04
Invoice	9/5/2019			
Cash Payment	E 200-42200-212 Motor Fuels	Fire Fuel		\$9.58
Invoice	9/5/2019			
Cash Payment	E 200-42200-212 Motor Fuels	Fire Fuel		\$29.18
Invoice	9/5/2019			
Cash Payment	E 200-42200-212 Motor Fuels	Fire Fuel		\$61.45
Invoice	8/26/2019			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel		\$19.51
Invoice	8/24/2019			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel		\$30.45
Invoice	8/25/2019			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel		\$18.28
Invoice	8/26/2019			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel		\$20.02
Invoice	8/28/2019			
Cash Payment	E 101-42110-222 Vehicle Maintenance	Police Car Wash		\$4.00
Invoice	8/28/2019			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel		\$19.52
Invoice	8/29/2019			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel		\$23.56
Invoice	8/30/2019			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel		\$24.16
Invoice	9/2/2019			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel		\$30.23
Invoice	9/6/2019			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel		\$19.00
Invoice	9/7/2019			

City of Kimball

Payments

Current Period: October 2019

Payments Batch 10012019CLAI \$5,699.61

Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$18.47
Invoice	9/9/2019		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$25.67
Invoice	9/10/2019		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$30.36
Invoice	9/11/2019		
Cash Payment	E 101-42110-222 Vehicle Maintenance	Police Car Wash	\$4.00
Invoice	9/11/2019		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$5.12
Invoice	9/12/2019		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$23.98
Invoice	9/13/2019		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$27.57
Invoice	9/17/2019		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$16.19
Invoice	9/17/2019		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$25.51
Invoice	9/21/2019		
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel	\$27.72
Invoice	9/22/2019		
Cash Payment	E 101-42110-222 Vehicle Maintenance	Police Car Wash	\$8.00
Invoice	9/22/2019		
Cash Payment	E 101-43100-212 Motor Fuels	Public Works Fuel	\$46.89
Invoice	8/29/2019		
Cash Payment	E 101-43100-212 Motor Fuels	Public Works Fuel	\$49.92
Invoice	9/20/2019		
Cash Payment	E 101-43100-222 Vehicle Maintenance	Public Works Car Wash	\$8.00
Invoice	9/20/2019		
Cash Payment	E 101-45200-212 Motor Fuels	Park Fuel	\$24.00
Invoice	8/29/2019		
Cash Payment	E 101-45200-212 Motor Fuels	Park Fuel	\$27.67
Invoice	9/4/2019		
Cash Payment	E 101-45200-212 Motor Fuels	Park Fuel	\$25.41
Invoice	9/16/2019		
Cash Payment	E 101-45200-212 Motor Fuels	Park Fuel	\$23.81
Invoice	9/18/2019		
Cash Payment	E 101-41000-437 Other Miscellaneous	Rebate Adjustments	-\$37.93
Invoice	8/27/2019		
Cash Payment	E 101-41000-437 Other Miscellaneous	Retailer Adjustment	-\$4.64
Invoice	9/13/2019		
Transaction Date	9/27/2019	Due 9/27/2019	Checking 10100
			Total \$896.12

City of Kimball
Payments

Current Period: October 2019

Payments Batch 10012019CLAI \$5,699.61

Fund Summary

	10100 Checking
101 GENERAL FUND	\$5,097.63
200 FIRE/RESCUE FUND	\$304.02
601 WATER FUND	\$159.55
602 SEWER FUND	\$138.41
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	\$5,699.61

Pre-Written Checks	\$675.00
Checks to be Generated by the Computer	\$5,024.61
Total	<hr/>
	\$5,699.61

City of Kimball
Payments

Current Period: October 2019

Payments Batch 10012019CLA \$1,158.82

Refer	132	MEHR, BRIAN	-			
Cash Payment	E 601-49400-300	Professional Svcs (GENE	Visits Weeks of 9/1, 9/8, 9/15 & 9/22			\$400.00
Invoice Sep-19		9/30/2019				
Cash Payment	E 602-49450-300	Professional Svcs (GENE	Visits Weeks of 9/1, 9/8, 9/15 & 9/22			\$400.00
Invoice Sep-19		9/30/2019				
Transaction Date	9/30/2019	Due 9/30/2019	Checking	10100	Total	\$800.00
Refer	133	MARCO TECHNOLOGIES LLC	-			
Cash Payment	E 101-41000-414	Data Processing Equip R	Copier Lease			\$344.65
Invoice 395876303		9/25/2019				
Transaction Date	9/30/2019	Due 9/30/2019	Checking	10100	Total	\$344.65
Refer	134	XCEL ENERGY	-			
Cash Payment	E 101-43100-381	Electric Utilities	Street Light			\$14.17
Invoice 802606512		9/23/2019				
Transaction Date	9/30/2019	Due 9/30/2019	Checking	10100	Total	\$14.17

Fund Summary

	10100	Checking	
101 GENERAL FUND			\$358.82
601 WATER FUND			\$400.00
602 SEWER FUND			\$400.00
			<u>\$1,158.82</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$1,158.82
Total	\$1,158.82