

Council Meeting

October 3, 2017

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

Councilmembers present: Tammy Konz, Megan Kiffmeyer, Sheryl Carlson and Aaron Dahlinger;
DuWayne Orbeck absent

Others present: Randy Sabart, Matt Serbus, Jean Matua, Mike Schneider, Ken Berres, Jason Mehr,
Dennis Loewen and Jeff Howe

Those present observed a moment of silence for the victims of the Las Vegas, Nevada tragedy

Motion made by Aaron Dahlinger and seconded by Megan Kiffmeyer to approve the following
addendums to the Consent Agenda: Item #4 Minutes of the August 15, 2017 Council Meeting and Item
#5 Minutes of the September 5, 2017 Council Meeting and the following addendums to the regular
agenda: elections and community billboard; motion carried
Councilmember DuWayne Orbeck absent

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

Motion made by Megan Kiffmeyer and seconded by Aaron Dahlinger to approve the following Consent
Agenda Items:

1. Minutes of the September 7, 2017 Special Meeting with Maine Prairie Township
2. Resolution No. 10032017A A Resolution Authorizing the Transfer of Funds
3. Shut-off Delinquent Utilities October 19, 2017
4. Minutes of the August 15, 2017 Council Meeting
5. Minutes of the September 5, 2017 Council Meeting

motion carried

Councilmember DuWayne Orbeck absent

City Resident Ruben Sieler was not present.

Dennis Loewen spoke with the Council about purchasing a portion of the City's irrigation land; PID#
20.11110.0000. City Engineers will consult with the MPCA to determine what effect this would have on
the City NPDES permit.

Motion made by Sheryl Carlson and seconded by Aaron Dahlinger to approve the moving in of a garage
onto Ken Berres' property located at 511 Hazel Ave E; motion carried
Councilmember DuWayne Orbeck absent

State Legislator Jeff Howe updated the City Council on legislative news.

City Engineer, Randy Sabart, will look at 83rd Ave.

Motion made by Aaron Dahlinger and seconded by Megan Kiffmeyer to adopt Resolution No.
10032017B A Resolution Approving a Lot Consolidation for John Steinmetz; motion carried

Those voting in favor: Tammy Konz, Megan Kiffmeyer, Sheryl Carlson and Aaron Dahlinger

Those voting against: none

Those absent: DuWayne Orbeck

Motion made by Aaron Dahlinger and seconded by Megan Kiffmeyer to pay the Keeps bill in the amount of \$239.19 for a winter coat for part-time officer Trevor Wolseth; motion carried
Councilmember DuWayne Orbeck absent

Public Works employee Matt Serbus discussed installing carbon monoxide and smoke detectors in City Hall with the Council. He also discussed radio read water meters; the City of Eden Valley just converted their water meters and their cost was approximately \$180,000 for 450 meters.

Fire Chief Schneider reported that the department received a FEMA grant for a turnout gear washer.

The Personnel Committee will do the employee evaluations at the employee meeting this Thursday.

Due to recent legislative changes, the school will be designating the City's polling place as their polling location for any special election they may need to hold. The City Clerk discussed moving the City's polling location to the Fire Hall. Mayor Konz was not in favor of the idea.

The community billboard may not be able to be fixed and a new one may need to be purchased.

Motion made by Megan Kiffmeyer and seconded by Aaron Dahlinger to adopt Resolution No. 10032017C A Resolution Amending the 2017 General Fund Budget; motion carried

Those voting in favor: Tammy Konz, Megan Kiffmeyer, Sheryl Carlson and Aaron Dahlinger

Those voting against: none

Those absent: DuWayne Orbeck

Motion made by Sheryl Carlson and seconded by Megan Kiffmeyer to adopt Resolution No. 10032017D A Resolution to Commit Fund Balance; motion carried

Those voting in favor: Tammy Konz, Megan Kiffmeyer, Sheryl Carlson and Aaron Dahlinger

Those voting against: none

Those absent: DuWayne Orbeck

Motion made by Megan Kiffmeyer and seconded by Aaron Dahlinger to adopt Resolution No. 10032017E A Resolution Establishing a Capital Improvement Fund; motion carried

Those voting in favor: Tammy Konz, Megan Kiffmeyer, Sheryl Carlson and Aaron Dahlinger

Those voting against: none

Those absent: DuWayne Orbeck

Motion made by Sheryl Carlson and seconded by Aaron Dahlinger to adopt Resolution No. 10032017F A Resolution Approving Debt Service Budgets for Fiscal Year 2018; motion carried

Those voting in favor: Tammy Konz, Megan Kiffmeyer, Sheryl Carlson and Aaron Dahlinger

Those voting against: none

Those absent: DuWayne Orbeck

Motion made by Megan Kiffmeyer and seconded by Sheryl Carlson to adjourn at 8:34pm; motion carried
Councilmember DuWayne Orbeck absent

Respectfully submitted by Nicole Pilarski

Payments

Current Period: September 2017

Batch Name	092517Claims	User Dollar Amt	\$632.53		
	Payments	Computer Dollar Amt	\$632.53		
				\$0.00	In Balance
Refer	9791 SYMANTEC	Ck# 001069E 9/24/2017			
Cash Payment	E 101-41000-207 Computer/Printer/Copier	Renewal Anti-Virus Software			\$96.18
Invoice	AP1237254211	9/24/2017			
Transaction Date	9/25/2017	Checking	10100	Total	\$96.18
Refer	9792 HOLIDAY INN	Ck# 001070E 9/22/2017			
Cash Payment	E 101-41400-331 Travel Expenses	Clerk Hotel Room Owatonna Conference			\$200.88
Invoice	63548434	9/22/2017			
Transaction Date	9/25/2017	Checking	10100	Total	\$200.88
Refer	9794 MADISON NATIONAL LIFE	-			
Cash Payment	E 101-42110-134 Employer Paid Life	Police STD & LTD			\$100.30
Invoice	1269047	9/20/2017			
Cash Payment	E 101-41400-134 Employer Paid Life	Clerk STD & LTD			\$29.81
Invoice	1269047	9/20/2017			
Cash Payment	E 200-42200-134 Employer Paid Life	Clerk STD & LTD			\$2.13
Invoice	1269047	9/20/2017			
Cash Payment	E 601-49400-134 Employer Paid Life	Water STD & LTD			\$41.76
Invoice	1269047	9/20/2017			
Cash Payment	E 602-49450-134 Employer Paid Life	Sewer STD & LTD			\$30.53
Invoice	1269047	9/20/2017			
Cash Payment	E 101-43100-134 Employer Paid Life	Public Works STD & LTD			\$78.47
Invoice	1269047	9/20/2017			
Cash Payment	E 601-49400-134 Employer Paid Life	Water STD & LTD			\$8.18
Invoice	1269047	9/20/2017			
Cash Payment	E 602-49450-134 Employer Paid Life	Sewer STD & LTD			\$5.66
Invoice	1269047	9/20/2017			
Cash Payment	E 101-43100-134 Employer Paid Life	Public Works STD & LTD			\$17.63
Invoice	1269047	9/20/2017			
Transaction Date	9/25/2017	Checking	10100	Total	\$314.47
Refer	9796 MINNESOTA LIFE INSURANCE CO	-			
Cash Payment	E 101-42110-134 Employer Paid Life	Police Life Insurance			\$9.00
Invoice		9/14/2017			
Cash Payment	E 101-43100-134 Employer Paid Life	Public Works Life Insurance			\$3.36
Invoice		9/14/2017			
Cash Payment	E 101-41400-134 Employer Paid Life	Clerk Life Insurance			\$2.10
Invoice		9/14/2017			
Cash Payment	E 200-42200-134 Employer Paid Life	Clerk Life Insurance			\$0.15
Invoice		9/14/2017			
Cash Payment	E 601-49400-134 Employer Paid Life	Water Life Insurance			\$1.94
Invoice		9/14/2017			
Cash Payment	E 602-49450-134 Employer Paid Life	Sewer Life Insurance			\$1.45
Invoice		9/14/2017			
Cash Payment	E 601-49400-134 Employer Paid Life	Water Life Insurance			\$0.78
Invoice		9/14/2017			
Cash Payment	E 602-49450-134 Employer Paid Life	Sewer Life Insurance			\$0.54
Invoice		9/14/2017			
Cash Payment	E 101-43100-134 Employer Paid Life	Public Works Life Insurance			\$1.68
Invoice		9/14/2017			

City of Kimball
Payments

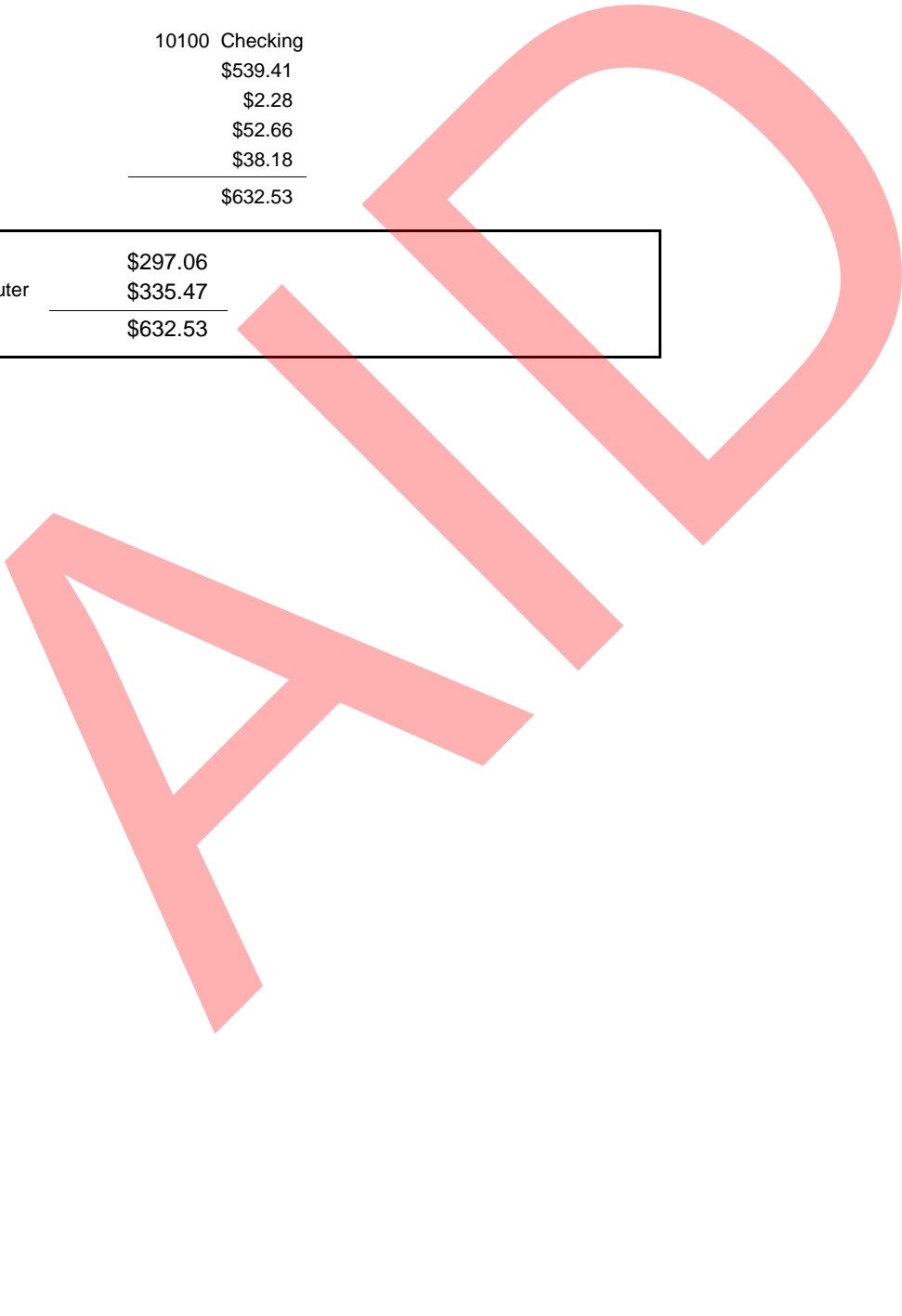
Current Period: September 2017

Transaction Date	9/25/2017	Checking	10100	Total	\$21.00
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Fund Summary

	10100	Checking	
101 GENERAL FUND		\$539.41	
200 FIRE/RESCUE FUND		\$2.28	
601 WATER FUND		\$52.66	
602 SEWER FUND		\$38.18	
		<hr/>	
		\$632.53	

Pre-Written Checks	\$297.06
Checks to be Generated by the Computer	\$335.47
Total	<hr/>
	\$632.53



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Payments

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Current Period: September 2017

Batch Name	092617Claims Payment	Computer Dollar Amt	\$1,456.62	Posted
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Refer	9797 HARVEST BANK	<u>Ck# 001071E 9/25/2017</u>		
Cash Payment	E 101-43100-603 Short-Term Debt Princip	September Tractor Payment		\$699.91
Invoice				
Cash Payment	E 101-43100-613 Short-Term Debt Interest	September Tractor Payment		\$21.71
Invoice				
Transaction Date	9/26/2017	Due 0	Checking	10100
			Total	\$721.62

Refer	9798 IAMRESPONDING.COM	<u>Ck# 039667 9/26/2017</u>		
Cash Payment	E 200-42200-433 Dues and Subscriptions	Fire Dept New Phone Paging System		\$735.00
Invoice	9/22/2017			
Transaction Date	9/26/2017	Due 0	Checking	10100
			Total	\$735.00

Fund Summary

	10100 Checking	
200 FIRE/RESCUE FUND	\$735.00	
101 GENERAL FUND	\$721.62	
	\$1,456.62	

Pre-Written Checks	\$1,456.62
Checks to be Generated by the Computer	\$0.00
Total	\$1,456.62

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Payments

Current Period: October 2017

Batch Name	100317Claims Payments	User Dollar Amt	\$33,694.96		
		Computer Dollar Amt	\$33,694.96		
			\$0.00	In Balance	
Refer	9799 KIMBALL FIREMAN RELIEF ASSOC	-			
Cash Payment	E 200-42200-125 Other Retirement Contrib	Fire Dept Contract Contribution			\$7,500.00
Invoice					
Cash Payment	E 200-42200-701 MN State Aid	Fire State Aid			\$15,510.19
Invoice					
Cash Payment	E 200-42200-701 MN State Aid	Fire Supp State Aid			\$3,753.02
Invoice					
Transaction Date	9/29/2017	Checking	10100	Total	\$26,763.21
Refer	9800 MEHR, BRIAN	-			
Cash Payment	E 601-49400-300 Professional Svcs (GENE	Visits Weeks of 9/3, 9/10, 9/17 & 9/24			\$400.00
Invoice Sep-17	9/28/2017				
Cash Payment	E 602-49450-300 Professional Svcs (GENE	Visits Weeks of 9/3, 9/10, 9/17 & 9/24			\$400.00
Invoice Sep-17	9/28/2017				
Transaction Date	9/29/2017	Checking	10100	Total	\$800.00
Refer	9801 XCEL ENERGY	-			
Cash Payment	E 101-43100-381 Electric Utilities	Public Works Electricity			\$8.71
Invoice 690509047	9/21/2017				
Cash Payment	E 101-42500-381 Electric Utilities	Civil Defense Electricity			\$4.00
Invoice 690508980	9/21/2017				
Cash Payment	E 101-43100-381 Electric Utilities	Street Light			\$14.62
Invoice 690509055	9/21/2017				
Cash Payment	E 601-49400-381 Electric Utilities	Water Plant Electricity			\$14.62
Invoice 690508998	9/21/2017				
Transaction Date	9/29/2017	Checking	10100	Total	\$41.95
Refer	9802 GRANITE PEST CONTROL	-			
Cash Payment	E 101-45200-300 Professional Svcs (GENE	Shelter Pest Control - Added Visit			\$149.00
Invoice 80678	9/26/2017				
Transaction Date	9/29/2017	Checking	10100	Total	\$149.00
Refer	9803 TRI-COUNTY NEWS	-			
Cash Payment	E 101-41000-352 General Notices and Pub	Kimball Express Ad			\$25.00
Invoice 01709112	9/21/2017				
Cash Payment	E 101-41910-351 Legal Notices Publishing	Solar Moratorium Ord			\$80.85
Invoice 01709112	9/21/2017				
Transaction Date	9/29/2017	Checking	10100	Total	\$105.85
Refer	9804 ARVIG	-			
Cash Payment	E 602-49450-321 Telephone	Scheeler Lift Station Telephon			\$42.92
Invoice	9/22/2017				
Cash Payment	E 601-49400-321 Telephone	Water Plant Alarm			\$44.92
Invoice	9/22/2017				
Cash Payment	E 101-42110-321 Telephone	Police Computer Line			\$42.92
Invoice	9/22/2017				
Cash Payment	E 101-42110-321 Telephone	Police Telephone & Fax			\$92.78
Invoice	9/22/2017				
Cash Payment	E 101-42500-321 Telephone	Civil Defense Telephone			\$42.92
Invoice	9/22/2017				
Cash Payment	E 200-42200-321 Telephone	Fire Dept Telephone			\$94.81
Invoice	9/22/2017				

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Cash Payment	E 101-41000-321 Telephone	City Hall Telephone	\$103.85
Invoice	9/22/2017		
Cash Payment	E 101-41000-321 Telephone	City Hall Fax	\$100.95
Invoice	9/22/2017		
Cash Payment	E 601-49400-321 Telephone	Water Plant Alarm	\$42.92
Invoice	9/22/2017		
Transaction Date	9/29/2017	Checking 10100	Total \$608.99
Refer	9805 <i>GRANITE ELECTRONICS</i>	-	
Cash Payment	E 200-42200-323 Radio Units	Fire Dept Battery & Belt Clip	\$32.50
Invoice	153005095-1 9/7/2017		
Transaction Date	9/29/2017	Checking 10100	Total \$32.50
Refer	9806 <i>PILARSKI, NICOLE J</i>	-	
Cash Payment	E 101-41400-331 Travel Expenses	Reimbursement Meals at MCAA Training in Owatonna	\$41.28
Invoice	9/25/2017		
Cash Payment	E 101-41000-200 Office Supplies (GENER	Reimbursement First Aid Supplies	\$37.20
Invoice	9/28/2017		
Transaction Date	9/29/2017	Checking 10100	Total \$78.48
Refer	9807 <i>SEH</i>	-	
Cash Payment	E 602-49450-303 Engineering Fees	Lift Station Engineering	\$3,835.00
Invoice	338300 9/15/2017	Project 16-001	
Transaction Date	9/29/2017	Checking 10100	Total \$3,835.00
Refer	9808 <i>SPRINT</i>	-	
Cash Payment	E 101-42110-321 Telephone	POLICE LAPTOPS	\$79.98
Invoice	325068815-118 9/18/2017		
Transaction Date	9/29/2017	Checking 10100	Total \$79.98
Refer	9810 <i>HARVEST BANK</i>	-	
Cash Payment	E 101-41400-131 Employer Paid Health	Nicole Pilarski HSA	\$140.00
Invoice			
Cash Payment	E 200-42200-131 Employer Paid Health	Nicole Pilarski HSA	\$10.00
Invoice			
Cash Payment	E 601-49400-131 Employer Paid Health	Nicole Pilarski HSA	\$25.00
Invoice			
Cash Payment	E 602-49450-131 Employer Paid Health	Nicole Pilarski HSA	\$25.00
Invoice			
Transaction Date	9/29/2017	Checking 10100	Total \$200.00
Refer	9811 <i>HARVEST BANK</i>	-	
Cash Payment	E 101-42110-131 Employer Paid Health	Jason Mehr HSA	\$200.00
Invoice			
Transaction Date	9/29/2017	Checking 10100	Total \$200.00
Refer	9812 <i>HARVEST BANK</i>	-	
Cash Payment	E 101-42110-131 Employer Paid Health	Ryan Schaefer HSA	\$200.00
Invoice			
Transaction Date	9/29/2017	Checking 10100	Total \$200.00
Refer	9813 <i>HARVEST BANK</i>	-	
Cash Payment	E 101-43100-131 Employer Paid Health	Ed Borman HSA	\$112.00
Invoice			
Cash Payment	E 601-49400-131 Employer Paid Health	Ed Borman HSA	\$52.00
Invoice			

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Cash Payment	E 602-49450-131 Employer Paid Health	Ed Borman HSA		\$36.00
Invoice				
Transaction Date	9/29/2017	Checking	10100	Total <u>\$200.00</u>
Refer	9814 HARVEST BANK		-	
Cash Payment	E 101-42110-131 Employer Paid Health	Chad Peka HSA		\$200.00
Invoice				
Transaction Date	9/29/2017	Checking	10100	Total <u>\$200.00</u>
Refer	9815 HARVEST BANK		-	
Cash Payment	E 101-43100-131 Employer Paid Health	Matt Serbus HSA		\$112.00
Invoice				
Cash Payment	E 601-49400-131 Employer Paid Health	Matt Serbus HSA		\$52.00
Invoice				
Cash Payment	E 602-49450-131 Employer Paid Health	Matt Serbus HSA		\$36.00
Invoice				
Transaction Date	9/29/2017	Checking	10100	Total <u>\$200.00</u>

Fund Summary

	10100 Checking
101 GENERAL FUND	\$1,788.06
200 FIRE/RESCUE FUND	\$26,900.52
601 WATER FUND	\$631.46
602 SEWER FUND	<u>\$4,374.92</u>
	\$33,694.96

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	<u>\$33,694.96</u>
Total	\$33,694.96

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Payments

Current Period: October 2017

Batch Name	Payment	Computer Dollar Amt	\$3,686.08	Posted
Refer	9837 <u>DAVIS INSTRUMENTS CORP</u>		<u>Ck# 001079E 10/3/2017</u>	
Cash Payment	E 200-42200-404 Repairs/Maint Machinery	Fire Dept Repair		\$112.00
Invoice	625768	10/3/2017		
Transaction Date	10/3/2017	Due 0	Checking 10100	Total \$112.00
Refer	9838 <u>IRCUSTOMS LLC</u>		<u>Ck# 039687 10/3/2017</u>	
Cash Payment	E 101-42110-340 Advertising	Police Bracelets		\$688.82
Invoice	2221	8/18/2017		
Transaction Date	10/3/2017	Due 0	Checking 10100	Total \$688.82
Refer	9839 <u>KEEPRS</u>		<u>Ck# 039688 10/3/2017</u>	
Cash Payment	E 101-42110-201 Clothing Allowances	Police Uniform Item		\$94.98
Invoice	352954-01	9/13/2017		Project 17-E2
Cash Payment	E 101-42110-201 Clothing Allowances	Police Uniform Item		\$49.29
Invoice	358467	9/27/2017		Project 17-E1
Cash Payment	E 101-42110-201 Clothing Allowances	Police Uniform Item		\$86.99
Invoice	356609-01	9/25/2017		Project 17-E6
Transaction Date	10/3/2017	Due 0	Checking 10100	Total \$231.26
Refer	9840 <u>THEIS, CATHY</u>		<u>Ck# 039695 10/3/2017</u>	
Cash Payment	E 101-42110-202 Police Reports	Police Reports		\$8.25
Invoice		9/6/2017		
Cash Payment	E 101-42110-202 Police Reports	Police Reports		\$2.75
Invoice		10/2/2017		
Transaction Date	10/3/2017	Due 0	Checking 10100	Total \$11.00
Refer	9841 <u>CENTERPOINT ENERGY</u>		<u>Ck# 039682 10/3/2017</u>	
Cash Payment	E 101-41000-383 Gas Utilities	City Hall Gas Service		\$21.00
Invoice		9/28/2017		
Cash Payment	E 601-49400-383 Gas Utilities	Water Gas Service		\$21.00
Invoice		9/28/2017		
Cash Payment	E 101-43100-383 Gas Utilities	Public Works Gas Service		\$15.00
Invoice		9/28/2017		
Cash Payment	E 200-42200-383 Gas Utilities	Fire Hall Gas Service		\$11.99
Invoice		9/28/2017		
Transaction Date	10/3/2017	Due 0	Checking 10100	Total \$68.99
Refer	9842 <u>XCEL ENERGY</u>		<u>Ck# 039697 10/3/2017</u>	
Cash Payment	E 101-45200-381 Electric Utilities	Lions Park Electricity		\$18.58
Invoice	0691188597	9/26/2017		
Cash Payment	E 101-43100-381 Electric Utilities	Flasher Light		\$55.55
Invoice	0691177357	9/26/2017		
Cash Payment	E 101-41000-381 Electric Utilities	Community Billboard Electricity		\$100.07
Invoice	0691099490	9/26/2017		
Cash Payment	E 200-42200-381 Electric Utilities	Fire Hall Electricity		\$197.90
Invoice	0691209236	9/26/2017		
Cash Payment	E 101-45200-381 Electric Utilities	Hockey Rink Electricity		\$15.19
Invoice	0691406753	9/27/2017		
Cash Payment	E 101-41000-381 Electric Utilities	City Hill Electricity		\$245.80
Invoice	0691396680	9/27/2017		
Cash Payment	E 101-45200-381 Electric Utilities	Ballpark Electricity		\$106.29
Invoice	0691401119	9/27/2017		

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Cash Payment	E 101-42110-381 Electric Utilities	Police Electricity			\$158.31
Invoice	0691432692	9/27/2017			
Cash Payment	E 601-49400-381 Electric Utilities	Water Tower Lights			\$113.72
Invoice	0691191323	9/26/2017			
Cash Payment	E 101-42500-381 Electric Utilities	Civil Defense Electricity			\$13.35
Invoice	0691488099	9/27/2017			
Cash Payment	E 601-49400-381 Electric Utilities	Water Plant Electricity			\$783.36
Invoice	0691592028	9/28/2017			
Cash Payment	E 602-49450-381 Electric Utilities	Lift Station Electricity			\$195.84
Invoice	0691592028	9/28/2017			
Cash Payment	E 101-45200-381 Electric Utilities	Shelter Electricity			\$215.85
Invoice	0691594451	9/28/2017			
Transaction Date	10/3/2017	Due 0	Checking	10100	Total \$2,219.81
Refer	9843 <i>GOPHER STATE ONE CALL</i>		Ck# 039683	10/3/2017	
Cash Payment	E 601-49400-311 Locate calls	Locates			\$7.43
Invoice	7090486	9/30/2017			
Cash Payment	E 602-49450-311 Locate calls	Locates			\$7.42
Invoice	7090486	9/30/2017			
Transaction Date	10/3/2017	Due 0	Checking	10100	Total \$14.85
Refer	9844 <i>MARCO TECHNOLOGIES LLC</i>		Ck# 039690	10/3/2017	
Cash Payment	E 101-41000-414 Data Processing Equip R	Copier Lease			\$339.35
Invoice	340593110	9/25/2017			
Transaction Date	10/3/2017	Due 0	Checking	10100	Total \$339.35

Fund Summary

	10100	Checking	
602 SEWER FUND			\$203.26
601 WATER FUND			\$925.51
200 FIRE/RESCUE FUND			\$321.89
101 GENERAL FUND			\$2,235.42
			<u>\$3,686.08</u>

Pre-Written Checks	\$3,686.08
Checks to be Generated by the Computer	\$0.00
Total	<u>\$3,686.08</u>

City of Kimball

Payments

Current Period: October 2017

Batch Name	100317Claim3 Payment	Computer Dollar Amt	\$239.19	Posted
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Refer	9845 <i>KEEPRS</i>	<u>Ck# 039688 10/3/2017</u>		
Cash Payment	E 101-42110-201 Clothing Allowances	Police Uniform Item		\$239.19
Invoice	356609	9/20/2017	Project 17-E6	
Transaction Date	10/3/2017	Due 0	Checking	10100 Total \$239.19

Fund Summary

101 GENERAL FUND		10100 Checking	\$239.19
			\$239.19

Pre-Written Checks		\$239.19	
Checks to be Generated by the Computer		\$0.00	
Total		\$239.19	

