

Council Meeting

October 19, 2020

Meeting called to order by Mayor Tammy Konz at 6:45pm

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

Others present: Carol Newman, Alice Robinson, Jon Lentz, Dave Traurig, Russell Fellbaum, Chad Koren and Shelby Hedtke

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

Motion made by DuWayne Orbeck and seconded by Cindy Stelten to approve the following Consent Agenda items:

1. Minutes of the October 6, 2020 Council Meeting
2. Resolution No. 10192020A A Resolution Authorizing the Transfer of Funds
3. Approval of 2020 Prosecution Contract and Joint Powers Agreement with Jovanovich, Dege & Athmann, PA

motion carried

Dennis Libbesmeier was not present

Alice Robinson from the Kimball Area Historical Society asked the Council about having space on the main floor of City Hall once the library has moved into their new building. Mayor Konz and the Council thought that had already been discussed at a prior Council meeting. Mayor Konz explained that the plan was to have the City Offices move over to the library side and the Historical Society move into the current City Office space; they can still keep their space upstairs as well if they need it. Mayor Konz apologized if this was not understood from the prior meeting. City Staff will need time to paint, move their items, etc.

Russell Fellbaum from MnDOT spoke with the Council about the TH15 project; it has been pushed back to 2022.

Stearns County Captain, Jon Lentz, gave the monthly Sheriff's report.

Fire Chief Traurig gave a department update; Amy Inglett, Sam Ehlinger and Jake Borman have completed their firefighter 1 training. Dan McCain received his 5-year pin and Jim Young and Mike Schneider received their 20-year pins. They've responded to 201 calls so far and will be handing out calendars on Wednesday.

Public Works Lead, Chad Koren, updated the Council on the hockey rink; a liner will be about \$1,500-\$2,000.

Motion made by Kyle Christensen and seconded by Cindy Stelten to approve Pay Application #2 for the Water Plant Improvement Project in the amount of \$260,490.00 to Killmer Electric Co.; motion carried

The City Clerk handed out the draft rate study to the Council. Justin Nilson from ABDO Eick & Meyers will be presenting this at the next meeting; the Council should look through this and write down and questions that they have.

The Council reviewed the health and dental insurance renewal. There was a 9.5% increase on the health insurance and no increase on the dental; a 15% increase had been budgeted for the health insurance and a 4% increase for the dental insurance.

Motion made by Cindy Stelten and seconded by Sheryl Carlson to renew the City's health insurance with the Health Partners Open Access \$3000/100Emb HSA and dental insurance with the Health Partners Open Access Dental; motion carried

Motion made by Tammy Konz and seconded by Kyle Christensen to credit Pat Kieffer's late fees in the amount of \$14.86; motion carried

Motion made by Cindy Stelten and seconded by Kyle Christensen to adopt Resolution No. 10192020B Stearns County- Municipality Cares Act Elections Grant Agreement Resolution; motion carried

Motion made by DuWayne Orbeck and seconded by Cindy Stelten to hold a special meeting on November 13th at 12:30pm to canvass the election; motion carried

Due to unforeseen circumstances the time of this meeting was later changed to 8:15am.

The City Council summarized the employee reviews:

Trista Kramer's review went well. She is meeting expectations, she should be researching more on her own, attend more training and attend more Council meetings.

Travis Peterson is meeting or exceeding expectations. The Council has heard positive feedback from the community and he appears to like working here.

Chad Koren is very knowledgeable about his job and reflects positively on the City. He has a good relationship with Travis and they are stronger workers together. Residents are pleased, he is energetic, committed and has high expectations.

Nicole Pilarski has strengths in budgeting and is proficient in her job and in customer service. She is well liked in the community and is complemented by the auditors.

Councilmember Christensen discussed having Council workshops prior to Council meetings to help facilitate them moving along quicker.

Motion made by DuWayne Orbeck and seconded by Cindy Stelten to adjourn at 8:21pm; motion carried

Respectfully submitted by Nicole Pilarski

City of Kimball

Payments

Current Period: October 2020

Payments Batch 10192020Clai \$59,644.41

Refer <u>1047 OFFICE DEPOT</u> -						
Cash Payment	E 101-41000-220 Repair/Maint Supply (GE	City Hall Supplies				\$20.22
Invoice	127429612001	10/1/2020				
Cash Payment	E 101-45500-220 Repair/Maint Supply (GE	Library Supplies				\$50.98
Invoice	127429612001	10/1/2020				
Transaction Date	10/14/2020	Due 11/13/2020	Checking	10100	Total	\$71.20
<hr/>						
Refer <u>1048 MEEKER COOPERATIVE</u> -						
Cash Payment	E 602-49450-381 Electric Utilities	WWTP Electricity				\$784.00
Invoice		10/8/2020				
Cash Payment	E 602-49450-381 Electric Utilities	Heritage Park Lift Station				\$75.43
Invoice		10/8/2020				
Cash Payment	E 602-49450-381 Electric Utilities	Scheeler Lift Station				\$93.16
Invoice		10/8/2020				
Cash Payment	E 101-43100-381 Electric Utilities	Street Light				\$14.75
Invoice		10/8/2020				
Cash Payment	E 101-43100-381 Electric Utilities	Street Light				\$14.75
Invoice		10/8/2020				
Cash Payment	E 101-43100-381 Electric Utilities	Street Light				\$14.75
Invoice		10/8/2020				
Cash Payment	E 101-43100-381 Electric Utilities	Street Light				\$14.75
Invoice		10/8/2020				
Transaction Date	10/14/2020	Due 11/13/2020	Checking	10100	Total	\$1,011.59
<hr/>						
Refer <u>1049 HURRLE, JORDON</u> -						
Cash Payment	E 101-45200-440 Refund of Shelter Deposi	Refund 10/11 Shelter Deposit				\$50.00
Invoice						
Transaction Date	10/14/2020	Due 11/13/2020	Checking	10100	Total	\$50.00
<hr/>						
Refer <u>1050 FINK, KARA</u> -						
Cash Payment	E 101-45200-440 Refund of Shelter Deposi	Refund 10/10 Shelter Deposit - Chad Dinkel				\$50.00
Invoice		Rental				
Transaction Date	10/14/2020	Due 11/13/2020	Checking	10100	Total	\$50.00
<hr/>						
Refer <u>1051 XCEL ENERGY</u> -						
Cash Payment	E 101-43100-381 Electric Utilities	Street Lights				\$1,342.24
Invoice	864413561	10/5/2020				
Transaction Date	10/14/2020	Due 11/13/2020	Checking	10100	Total	\$1,342.24
<hr/>						
Refer <u>1052 THOM, JOHN</u> -						
Cash Payment	E 601-49400-208 Training and Instruction	Travis Peterson Water O&M Class				\$175.00
Invoice		10/13/2020				
Transaction Date	10/14/2020	Due 11/13/2020	Checking	10100	Total	\$175.00
<hr/>						
Refer <u>1053 HILDI, INC.</u> -						
Cash Payment	E 101-41000-301 Auditing and Acct g Servi	Fire Relief Actuarial Study for City Audit				\$1,050.00
Invoice	12123	10/13/2020				
Transaction Date	10/15/2020	Due 11/14/2020	Checking	10100	Total	\$1,050.00
<hr/>						
Refer <u>1054 AT&T</u> <u>Ck# 001826E 10/15/2020</u>						
Cash Payment	E 101-43100-321 Telephone	Public Works Cell Phone				\$50.28
Invoice	10032020	9/25/2020				
Cash Payment	E 601-49400-321 Telephone	Water Cell Phone				\$25.14
Invoice	10032020	9/25/2020				

Payments

Current Period: October 2020

Cash Payment	E 602-49450-321 Telephone	Sewer Cell Phone			\$25.14
Invoice	10032020	9/25/2020			
Cash Payment	E 101-41000-321 Telephone	City iPad			\$38.23
Invoice	10032020	9/25/2020		Project 20-001	
Transaction Date	10/15/2020	Due 11/14/2020	Checking	10100	Total \$138.79
Refer	1055	<i>BORMAN, ED</i>	-		
Cash Payment	E 601-49400-300 Professional Svcs (GENE	Hydrant Flushing 10/7 - 8.5hrs			\$212.50
Invoice		10/12/2020			
Transaction Date	10/15/2020	Due 11/14/2020	Checking	10100	Total \$212.50
Refer	1056	<i>EAST SIDE OIL COMPANIES</i>	-		
Cash Payment	E 603-49500-387 Oil/Filter Disposal	Used Oil/Filter Pickup			\$50.00
Invoice	R89303	10/6/2020			
Transaction Date	10/15/2020	Due 11/14/2020	Checking	10100	Total \$50.00
Refer	1057	<i>INSPECTRON, INC.</i>	-		
Cash Payment	E 101-42400-305 Building Permits	Sept Insp/Permits			\$48.75
Invoice		10/6/2020			
Transaction Date	10/15/2020	Due 11/14/2020	Checking	10100	Total \$48.75
Refer	1058	<i>HEALTH PARTNERS</i>	Ck# 001827E 10/30/2020		
Cash Payment	E 101-43100-133 Employer Paid Dental	Public Works Dental			\$28.49
Invoice	100292671	10/7/2020			
Cash Payment	E 601-49400-133 Employer Paid Dental	Water Dental			\$16.89
Invoice	100292671	10/7/2020			
Cash Payment	E 602-49450-133 Employer Paid Dental	Sewer Dental			\$12.66
Invoice	100292671	10/7/2020			
Cash Payment	E 101-41400-133 Employer Paid Dental	Clerk Dental			\$44.85
Invoice	100292671	10/7/2020			
Cash Payment	E 200-42200-133 Employer Paid Dental	Clerk Dental			\$2.63
Invoice	100292671	10/7/2020			
Cash Payment	E 101-43100-131 Employer Paid Health	Public Works Health			\$685.13
Invoice	100292671	10/7/2020			
Cash Payment	E 601-49400-131 Employer Paid Health	Water Health			\$362.77
Invoice	100292671	10/7/2020			
Cash Payment	E 602-49450-131 Employer Paid Health	Sewer Health			\$261.26
Invoice	100292671	10/7/2020			
Cash Payment	E 101-41400-131 Employer Paid Health	Clerk Health			\$343.35
Invoice	100292671	10/7/2020			
Cash Payment	E 200-42200-131 Employer Paid Health	Clerk Health			\$20.20
Invoice	100292671	10/7/2020			
Cash Payment	G 101-21706 Hospitalization/Medical Ins	Public Works Health			\$72.13
Invoice	100292671	10/7/2020			
Transaction Date	10/15/2020	Due 11/14/2020	Checking	10100	Total \$1,850.36
Refer	1059	<i>NORTHLAND TRUST SERVICES, IN</i>	-		
Cash Payment	E 314-41000-600 Debt Srv Principal (GEN	2012GO Bond Principal			\$35,000.00
Invoice		10/6/2020			
Cash Payment	E 314-41000-611 Bond Interest	2012GO Bond Interest			\$5,831.25
Invoice		10/6/2020			
Cash Payment	E 314-41000-620 Fiscal Agents Fees	Paying Agent Fee			\$425.00
Invoice		10/6/2020			
Transaction Date	10/15/2020	Due 11/14/2020	Checking	10100	Total \$41,256.25
Refer	1061	<i>WHITE, AUDREY</i>	-		

City of Kimball

10/16/20 11:21 AM

Page 3

Payments

Current Period: October 2020

Cash Payment	E 401-45500-500 Capital Outlay (GENERA	Library - Foam & Batting to Upholster Donated Chairs				\$169.66
Invoice	10/8/2020			Project 17-004		
Transaction Date	10/15/2020	Due 11/14/2020	Checking	10100	Total	\$169.66
Refer	1062	COMMUNITY LAWN CARE	-			
Cash Payment	E 101-45200-225 Landscaping Materials	Ballfield - Spray Weed Killer				\$50.00
Invoice	2510826	7/13/2020				
Transaction Date	10/15/2020	Due 11/14/2020	Checking	10100	Total	\$50.00
Refer	1063	CENTERPOINT ENERGY	-			
Cash Payment	E 101-41000-383 Gas Utilities	City Hall Gas Service				\$33.29
Invoice		9/30/2020				
Cash Payment	E 601-49400-383 Gas Utilities	Water Gas Service				\$79.29
Invoice		9/30/2020				
Cash Payment	E 101-43100-383 Gas Utilities	Public Works Gas Service				\$18.25
Invoice		9/30/2020				
Cash Payment	E 200-42200-383 Gas Utilities	Fire Hall Gas Service				\$26.09
Invoice		9/30/2020				
Transaction Date	10/15/2020	Due 11/14/2020	Checking	10100	Total	\$156.92
Refer	1064	WASTE MANAGEMENT	-			
Cash Payment	E 603-49500-384 Refuse/Garbage Dispos	64gal Refuse Carts				\$2,419.20
Invoice	7085133-1767-5	10/1/2020				
Cash Payment	E 603-49500-384 Refuse/Garbage Dispos	96gal Refuse Carts				\$431.20
Invoice	7085133-1767-5	10/1/2020				
Cash Payment	E 603-49500-384 Refuse/Garbage Dispos	32gal Refuse Carts				\$330.46
Invoice	7085133-1767-5	10/1/2020				
Cash Payment	E 603-49500-384 Refuse/Garbage Dispos	2nd 64gal Refuse Carts				\$13.82
Invoice	7085133-1767-5	10/1/2020				
Cash Payment	E 603-49500-384 Refuse/Garbage Dispos	Recycle Carts				\$1,614.25
Invoice	7085133-1767-5	10/1/2020				
Transaction Date	10/15/2020	Due 11/14/2020	Checking	10100	Total	\$4,808.93
Refer	1065	CENTRAL MCGOWAN	-			
Cash Payment	E 200-42200-210 Operating Supplies (GEN	Fire Dept Cyl Maint Fee				\$105.00
Invoice	00007866	9/30/2020				
Transaction Date	10/15/2020	Due 11/14/2020	Checking	10100	Total	\$105.00
Refer	1066	MARCO TECHNOLOGIES LLC 2	-			
Cash Payment	E 101-41000-300 Professional Svcs (GENE	Monthly Shredding Pickup				\$37.92
Invoice	INV8055530	10/13/2020				
Transaction Date	10/16/2020	Due 11/15/2020	Checking	10100	Total	\$37.92
Refer	1067	HAWKINS INC	-			
Cash Payment	E 601-49400-216 Chemicals and Chem Pr	Water Chemicals				\$1,799.30
Invoice	4809563	10/8/2020				
Transaction Date	10/16/2020	Due 11/15/2020	Checking	10100	Total	\$1,799.30
Refer	1068	KRAMER ELECTRIC OF WATKINS	-			
Cash Payment	E 101-41000-401 Repairs/Maint Buildings	City Hall - Update Garage/Office Lighting				\$1,226.49
Invoice	18610	10/1/2020				
Cash Payment	E 101-41000-401 Repairs/Maint Buildings	City Hall - Update Lighting				\$2,663.01
Invoice	18659	10/1/2020				
Cash Payment	E 101-41000-401 Repairs/Maint Buildings	City Hall - Install Light & Outlet on Doghouse				\$376.28
Invoice	18708	10/1/2020				

City of Kimball

Payments

Current Period: October 2020

Transaction Date	10/16/2020	Due 11/15/2020	Checking	10100	Total	\$4,265.78
Refer	1069 <i>MENARDS</i>		-			
Cash Payment	E 101-41000-200 Office Supplies (GENER	Office Supplies				\$31.98
Invoice 51755	10/1/2020					
Cash Payment	E 601-49400-210 Operating Supplies (GEN	Water Plant Supplies				\$59.99
Invoice 51755	10/1/2020					
Cash Payment	E 101-45200-220 Repair/Maint Supply (GE	Willow Creek Park Drainage Repair Supplies				\$235.80
Invoice 51755	10/1/2020					
Cash Payment	E 101-41000-200 Office Supplies (GENER	Office Supplies				\$2.98
Invoice 52193	10/8/2020					
Cash Payment	E 101-45500-220 Repair/Maint Supply (GE	New Library Supplies				\$9.99
Invoice 52193	10/8/2020					
Cash Payment	E 101-43100-220 Repair/Maint Supply (GE	Public Works Supplies				\$136.60
Invoice 25193	10/8/2020					
Transaction Date	10/16/2020	Due 11/15/2020	Checking	10100	Total	\$477.34
Refer	1070 <i>ARNOLDS OF KIMBALL</i>		-			
Cash Payment	E 602-49450-221 Equipment Parts	Tractor Repairs				\$466.88
Invoice W01324	9/1/2020					
Transaction Date	10/16/2020	Due 11/15/2020	Checking	10100	Total	\$466.88

Fund Summary

	10100 Checking
101 GENERAL FUND	\$8,756.24
200 FIRE/RESCUE FUND	\$153.92
314 2012 GO BOND DEBT ACCT	\$41,256.25
401 GENERAL COMMITTED FUNDS	\$169.66
601 WATER FUND	\$2,730.88
602 SEWER FUND	\$1,718.53
603 REFUSE (GARBAGE) FUND	\$4,858.93
	\$59,644.41

Pre-Written Checks	\$1,989.15
Checks to be Generated by the Computer	\$57,655.26
Total	\$59,644.41

City of Kimball
Payments

Current Period: October 2020

Payments Batch 10192020Clai \$260,490.00

Refer 1083 Killmer Electric Co., Inc. Ck# 001489 10/19/2020

Cash Payment E 601-49400-500 Capital Outlay (GENERA Pay App #2 \$260,490.00

Invoice 9/30/2020

Transaction Date 11/4/2020 Due 12/4/2020 Checking 10100 Total \$260,490.00

Fund Summary

	10100 Checking	
601 WATER FUND	\$260,490.00	
	<u>\$260,490.00</u>	

Pre-Written Checks	\$260,490.00
Checks to be Generated by the Computer	\$0.00
Total	<u>\$260,490.00</u>