

Council Meeting
November 19, 2013

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

Council members present: Tammy Konz, Joe Krippner, Eric Loewen, Sheryl Carlson and Paula Capes

Others present: Ashley Sanquist, Jeff Howe, Jim Frilstad and Jean Matua

Motion made by Paula Capes and seconded by Eric Loewen to approve the following item as an addendum to the Consent Agenda: 3. Shut-off Delinquent Utilities November 21, 2013; motion carried

Motion made by Joe Krippner and seconded by Eric Loewen to approve the claims; motion carried

Motion made by Paula Capes and seconded by Joe Krippner to approve the following Consent Agenda Items:

1. Minutes of the November 5, 2013 City Council Meeting
2. Acceptance of CliftonLarsonAllen 2013 Audit Engagement Letter
3. Shut-off Delinquent Utilities November 21, 2013

motion carried

Motion made by Paula Capes and seconded by Joe Krippner to have the City Clerk become a member of the GFOA; motion carried

Motion made by Paula Capes and seconded by Eric Loewen to approve the following 2014 Meeting Schedule: January 7 & 21, February 4, March 4, April 1, May 6, June 3, July 15, August 5 & 19, September 2 & 16, October 7, November 10 & 18 and December 2; motion carried

The Council reviewed the letter sent to MNSPECT regarding stopping payment on the check issued to them on November 5; they billed the City for work that was not performed by them.

Motion made by Joe Krippner and seconded by Paula Capes to extend the Water & Sewer Operator Contract for 1 year; motion carried

The Council reviewed the proposed ordinance regulating background checks. The Council also reviewed the proposed changes to City Ordinances 700, 800 & 1195; amendments will be approved after being reviewed by the City Attorney.

The next pay equity report is due January 2014; the City Clerk will forward the information on to the Personnel Committee.

The Council does not wish to be a member of the Minnesota Association of Small Cities.

Minnesota House Representative Jeff Howe updated the Council on the upcoming legislative session and committees that he is a member of.

The Canadian Pacific Holiday Train will be stopping in Kimball on December 15 at 9pm.

The City Clerk contacted Minnesota Rural Water regarding a rate study; rate info and the operating budget is required to be submitted to USDA annually per the loan agreement.

Motion made by Paula Capes and seconded by Eric Loewen to adjourn at 8:38pm; motion carried

Respectfully submitted by Nicole Pilarski

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Payments

Current Period: November 2013

Batch Name	111913Claims Payment	Computer Dollar Amt	\$25,098.95	Posted	
Refer	5978 KIMBALL FIREMAN RELIEF ASSOC	Ck# 036224	11/19/2013		
Cash Payment	E 200-42200-125 Other Retirement	Fire Contract Contribution			\$6,500.00
Invoice					
Transaction Date	11/15/2013	Due 0 Checking	10100	Total	\$6,500.00
Refer	5979 INSPECTRON, INC.	Ck# 036222	11/19/2013		
Cash Payment	E 101-42400-305 Building Permits	Oct Inspections			\$4,563.02
Invoice	11/14/2013				
Cash Payment	E 101-42400-305 Building Permits	Interim Inspections Refused by MNSPECT - 40 Main St S, 360 Linden Ave E & 530 Hazel Ave E			\$140.00
Invoice	11/14/2013				
Transaction Date	11/15/2013	Due 0 Checking	10100	Total	\$4,703.02
Refer	5980 HEALTH PARTNERS	Ck# 036220	11/19/2013		
Cash Payment	E 101-42110-133 Employer Paid Dental	POLICE DENTAL			\$264.48
Invoice	44989849 11/8/2013				
Cash Payment	E 101-43100-133 Employer Paid Dental	PUBLIC WORKS DENTAL			\$66.12
Invoice	44989849 11/8/2013				
Cash Payment	E 601-49400-133 Employer Paid Dental	WATER DENTAL			\$38.61
Invoice	44989849 11/8/2013				
Cash Payment	E 602-49450-133 Employer Paid Dental	SEWER DENTAL			\$38.61
Invoice	44989849 11/8/2013				
Cash Payment	E 101-41400-133 Employer Paid Dental	CLERK DENTAL			\$31.09
Invoice	44989849 11/8/2013				
Cash Payment	E 200-42200-133 Employer Paid Dental	CLERK DENTAL			\$2.23
Invoice	44989849 11/8/2013				
Transaction Date	11/15/2013	Due 0 Checking	10100	Total	\$441.14
Refer	5981 JOVANOVIK KADLEC & ATHMANN	Ck# 036223	11/19/2013		
Cash Payment	E 101-42110-304 Legal Fees	Police Legal			\$868.50
Invoice	2497 10/31/2013				
Cash Payment	E 101-41000-304 Legal Fees	General Legal			\$13.50
Invoice	2500 10/31/2013				
Cash Payment	E 101-41910-304 Legal Fees	Kim-Built Legal			\$958.50
Invoice	2500 10/31/2013				
Cash Payment	E 101-42110-304 Legal Fees	Police Legal			\$8.00
Invoice	2499 10/31/2013				
Cash Payment	E 101-41000-304 Legal Fees	General Legal			\$931.50
Invoice	2498 10/31/2013				
Cash Payment	E 101-41910-304 Legal Fees	Zoning Legal			\$103.75
Invoice	2498 10/31/2013				
Cash Payment	E 317-47000-304 Legal Fees	Utility Project Legal			\$270.00
Invoice	2498 10/31/2013				
Cash Payment	E 101-41910-304 Legal Fees	Kim-Built Legal			\$20.25
Invoice	2498 10/31/2013				
Transaction Date	11/15/2013	Due 0 Checking	10100	Total	\$3,174.00
Refer	5982 KIMBALL GARAGE	Ck# 036225	11/19/2013		
Cash Payment	E 101-41000-222 Vehicle Maintenance	DWI Car - Replace Fan Assembly			\$262.31
Invoice	017981 11/12/2013				
Transaction Date	11/15/2013	Due 0 Checking	10100	Total	\$262.31

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Refer	5983	MEEKER COOPERATIVE	Ck# 036228	11/19/2013		
Cash Payment		E 101-43100-381 Electric Utilities		Street Light		\$15.76
Invoice						
Cash Payment		E 101-43100-381 Electric Utilities		Street Light		\$15.76
Invoice						
Cash Payment		E 101-43100-381 Electric Utilities		Street Light		\$15.76
Invoice						
Cash Payment		E 602-49450-381 Electric Utilities		WWTP Electricity		\$250.00
Invoice						
Cash Payment		E 602-49450-381 Electric Utilities		Heritage Park Lift Station		\$59.85
Invoice						
Cash Payment		E 101-43100-381 Electric Utilities		Street Light		\$15.76
Invoice						
Cash Payment		E 602-49450-381 Electric Utilities		Scheeler Lift Station		\$64.37
Invoice						
Transaction Date	11/15/2013		Due 0	Checking	10100	Total \$437.26
Refer	5984	BORMAN, ROSE	Ck# 036213	11/19/2013		
Cash Payment		E 101-41000-300 Professional Svcs		City Hall Cleaning		\$60.00
Invoice						
Cash Payment		E 101-45500-300 Professional Svcs		Library Cleaning		\$60.00
Invoice						
Transaction Date	11/15/2013		Due 0	Checking	10100	Total \$120.00
Refer	5985	STREICHERS	Ck# 036232	11/19/2013		
Cash Payment		E 101-42110-201 Clothing Allowances		Police Chief Boots		\$179.99
Invoice						
Transaction Date	11/15/2013		Due 0	Checking	10100	Total \$179.99
Refer	5986	ADVANCED DISPOSAL ST CLOUD G2	Ck# 000424E	11/19/2013		
Cash Payment		E 603-49500-384 Refuse/Garbage Disposal		Residential Recycling		\$771.00
Invoice						
Cash Payment		E 101-41000-384 Refuse/Garbage Disposal		City Hall Dumpster		\$10.00
Invoice						
Cash Payment		E 101-45200-384 Refuse/Garbage Disposal		Park Dumpster		\$10.00
Invoice						
Cash Payment		E 603-49500-384 Refuse/Garbage Disposal		Residential 35gal Garbage		\$86.85
Invoice						
Cash Payment		E 603-49500-384 Refuse/Garbage Disposal		Residential 64gal Garbage		\$2,204.20
Invoice						
Cash Payment		E 603-49500-384 Refuse/Garbage Disposal		Residential 95gal Garbage		\$211.85
Invoice						
Transaction Date	11/15/2013		Due 0	Checking	10100	Total \$3,293.90
Refer	5987	OFFICE DEPOT	Ck# 036231	11/19/2013		
Cash Payment		E 101-41000-200 Office Supplies		Office Supplies		\$60.73
Invoice						
Transaction Date	11/15/2013		Due 0	Checking	10100	Total \$60.73
Refer	5988	MEHR, BRIAN	Ck# 036229	11/19/2013		
Cash Payment		E 602-49450-300 Professional Svcs		Visits Weeks of 9/29, 10/6, 10/13, 10/20 & 10/27		\$312.50
Invoice						
Cash Payment		E 601-49400-300 Professional Svcs		Visits Weeks of 9/29, 10/6, 10/13, 10/20 & 10/27		\$312.50
Invoice						
Transaction Date	11/15/2013		Due 0	Checking	10100	Total \$625.00

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Refer	5989	XCEL ENERGY	Ck# 036234	11/19/2013		
Cash Payment	E 101-43100-381	Electric Utilities	Street Lights			\$1,878.26
Invoice	494899273	11/4/2013				
Transaction Date	11/15/2013	Due 0	Checking	10100	Total	\$1,878.26
Refer	5990	EAST SIDE OIL COMPANIES	Ck# 036217	11/19/2013		
Cash Payment	E 603-49500-387	Oil/Filter Disposal	Used Oil/Filter Pickup			\$75.00
Invoice	R47973	10/18/2013				
Cash Payment	E 603-49500-387	Oil/Filter Disposal	Used Oil/Filter Pickup			\$75.00
Invoice	R48188	11/5/2013				
Transaction Date	11/15/2013	Due 0	Checking	10100	Total	\$150.00
Refer	5991	CENTERPOINT ENERGY	Ck# 036215	11/19/2013		
Cash Payment	E 101-41000-383	Gas Utilities	City Hall Gas Service			\$20.71
Invoice		11/1/2013				
Cash Payment	E 601-49400-383	Gas Utilities	Water Gas Service			\$59.33
Invoice		11/1/2013				
Cash Payment	E 101-43100-383	Gas Utilities	Public Works Gas Service			\$13.46
Invoice		11/1/2013				
Cash Payment	E 200-42200-383	Gas Utilities	Fire Hall Gas Service			\$11.02
Invoice		11/1/2013				
Transaction Date	11/15/2013	Due 0	Checking	10100	Total	\$104.52
Refer	5992	ARNOLDS OF KIMBALL	Ck# 036211	11/19/2013		
Cash Payment	E 200-42200-430	Miscellaneous (GENERAL)	Fire Dept - Mike S. UPS Shipping of Pagers			\$27.73
Invoice	KC18370	10/24/2013				
Cash Payment	E 101-43100-220	Repair/Maint Supply	Public Works Supplies			\$12.45
Invoice	KC18256	10/22/2013				
Cash Payment	E 101-43100-220	Repair/Maint Supply	Public Works Supplies			\$12.14
Invoice	KC18744	11/13/2013				
Transaction Date	11/15/2013	Due 0	Checking	10100	Total	\$52.32
Refer	5993	KIMBALL PARTS CITY	Ck# 036226	11/19/2013		
Cash Payment	E 200-42200-210	Operating Supplies	Fire Dept Supplies			\$39.70
Invoice	178059	10/7/2013				
Cash Payment	E 101-43100-222	Vehicle Maintenance	Public Works Supplies			\$5.34
Invoice	177608	10/1/2013				
Cash Payment	E 200-42200-210	Operating Supplies	Fire Dept Supplies			\$74.58
Invoice	179277	10/23/2013				
Cash Payment	E 101-43100-220	Repair/Maint Supply	Public Works Supplies			\$8.02
Invoice	179727	10/30/2013				
Cash Payment	E 101-43100-210	Operating Supplies	Public Works Supplies			\$20.62
Invoice	179683	10/29/2013				
Cash Payment	E 101-42110-222	Vehicle Maintenance	Police - Durango Light			\$3.61
Invoice	179632	10/28/2013				
Cash Payment	E 101-43100-220	Repair/Maint Supply	Public Works Supplies			\$6.40
Invoice	179161	10/22/2013				
Cash Payment	E 101-43100-221	Equipment Parts	Public Works Supplies			\$72.97
Invoice	179087	10/21/2013				
Cash Payment	E 101-45200-210	Operating Supplies	Park Supplies			\$5.03
Invoice	178718	10/16/2013				
Cash Payment	E 101-43100-222	Vehicle Maintenance	Public Works Supplies			\$9.50
Invoice	177804	10/3/2013				
Transaction Date	11/15/2013	Due 0	Checking	10100	Total	\$245.77
Refer	5994	CENTRAL MCGOWAN	Ck# 036216	11/19/2013		

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Cash Payment	E 200-42200-210 Operating Supplies	Fire Dept Oxygen			\$45.66
Invoice00749312	10/24/2013				
Transaction Date	11/15/2013	Due 0 Checking	10100	Total	\$45.66
Refer	5995 GRANITE ELECTRONICS	<u>Ck# 036219 11/19/2013</u>			
Cash Payment	E 101-42110-323 Radio Units	Police Radio Antenna			\$48.56
Invoice454040	10/31/2013				
Transaction Date	11/15/2013	Due 0 Checking	10100	Total	\$48.56
Refer	5996 A M MAUS	<u>Ck# 036210 11/19/2013</u>			
Cash Payment	E 200-42200-210 Operating Supplies	Fire Dept Soap Dispenser			\$95.87
Invoice105199	10/24/2013				
Cash Payment	E 101-42110-222 Vehicle Maintenance	Police Car Wash			\$7.43
Invoice256791	10/7/2013				
Cash Payment	E 101-42110-222 Vehicle Maintenance	Police Car Wash			\$6.50
Invoice257018	10/21/2013				
Cash Payment	E 101-42110-222 Vehicle Maintenance	Police Truck LOF			\$39.37
Invoice81619	10/22/2013				
Transaction Date	11/15/2013	Due 0 Checking	10100	Total	\$149.17
Refer	5997 FIRE SAFETY USA	<u>Ck# 036218 11/19/2013</u>			
Cash Payment	E 200-42200-210 Operating Supplies	Fire Dept Battery			\$235.00
Invoice64331	11/1/2013				
Transaction Date	11/15/2013	Due 0 Checking	10100	Total	\$235.00
Refer	5998 TRI-COUNTY NEWS	<u>Ck# 036233 11/19/2013</u>			
Cash Payment	E 101-41910-351 Legal Notices Publishing	Amend Ordinance 1130 Publication			\$65.00
Invoice01310278	11/4/2013				
Cash Payment	E 101-41100-351 Legal Notices Publishing	Council Vacancy Publishing			\$140.27
Invoice01310278	11/4/2013				
Cash Payment	E 101-41910-351 Legal Notices Publishing	Casey's CUP Publication			\$143.00
Invoice01310278	11/4/2013				
Transaction Date	11/15/2013	Due 0 Checking	10100	Total	\$348.27
Refer	5999 MID-AMERICAN RESEARCH	<u>Ck# 036230 11/19/2013</u>			
Cash Payment	E 602-49450-213 Lubricants and Additives	Lift Station Degreaser			\$575.89
Invoice0509686-IN	10/31/2013				
Transaction Date	11/15/2013	Due 0 Checking	10100	Total	\$575.89
Refer	6000 BP	<u>Ck# 036214 11/19/2013</u>			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel			\$68.63
Invoice332578	10/18/2013				
Cash Payment	E 101-43100-212 Motor Fuels	Public Works Fuel			\$88.36
Invoice041003	10/16/2013				
Cash Payment	E 101-43100-212 Motor Fuels	Public Works Fuel			\$81.28
Invoice013245	10/30/2013				
Cash Payment	E 101-43100-212 Motor Fuels	Public Works Fuel			\$68.76
Invoice990735	10/2/2013				
Cash Payment	E 200-42200-212 Motor Fuels	Fire Dept Fuel			\$94.65
Invoice124036	10/23/2013				
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel			\$54.43
Invoice352294	10/4/2013				
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel			\$63.89
Invoice988788	10/16/2013				
Cash Payment	E 101-43100-212 Motor Fuels	Public Works Fuel			\$83.99
Invoice811280	10/8/2013				

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Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel			\$57.32
Invoice	537590	10/6/2013			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel			\$61.19
Invoice	845897	10/29/2013			
Cash Payment	E 101-42110-437 Other Miscellaneous	Tax Exempt Fee			\$14.70
Invoice		11/2/2013			
Cash Payment	E 101-43100-437 Other Miscellaneous	Tax Exempt Fee			\$7.35
Invoice		11/2/2013			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel			\$55.63
Invoice	838169	10/8/2013			
Cash Payment	E 101-43100-212 Motor Fuels	Public Works Fuel			\$81.63
Invoice	147251	10/3/2013			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel			\$52.81
Invoice	150008	10/30/2013			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel			\$49.80
Invoice	800361	10/28/2013			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel			\$49.82
Invoice	289446	10/24/2013			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel			\$56.00
Invoice	958375	10/23/2013			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel			\$52.01
Invoice	598538	10/20/2013			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel			\$52.51
Invoice	766767	10/14/2013			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel			\$53.45
Invoice	472351	10/12/2013			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel			\$56.43
Invoice	279191	10/10/2013			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel			\$58.55
Invoice	764496	10/7/2013			
Cash Payment	E 200-42200-430 Miscellaneous (GENERAL)			Tax Exempt Fee	\$7.34
Invoice		11/2/2013			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel			\$52.98
Invoice	919453	10/2/2013			
Cash Payment	E 101-42110-212 Motor Fuels	Police Fuel			\$44.67
Invoice	945548	10/9/2013			
Transaction Date	11/15/2013	Due 0	Checking	10100	Total \$1,468.18

Fund Summary

	10100	Checking	
603 REFUSE (GARBAGE) FUND		\$3,423.90	
602 SEWER FUND		\$1,301.22	
601 WATER FUND		\$410.44	
317 2013 USDA CONST ACCT		\$270.00	
200 FIRE/RESCUE FUND		\$7,133.78	
101 GENERAL FUND		\$12,559.61	
		\$25,098.95	

Pre-Written Checks	\$25,098.95
Checks to be Generated by the Computer	\$0.00
Total	\$25,098.95

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Payments

Current Period: November 2013

Batch Name	111913Claim2 Payment	Computer Dollar Amt	\$5,526.56	Posted
Refer	6003 <i>MEDICA</i>	<u>Ck# 036227 11/19/2013</u>		
Cash Payment	E 200-42200-131 Employer Paid Health	Clerk Health		\$16.70
Invoice				
Cash Payment	E 101-41400-131 Employer Paid Health	CLERK HEALTH		\$233.79
Invoice				
Cash Payment	E 602-49450-131 Employer Paid Health	SEWER HEALTH		\$479.86
Invoice				
Cash Payment	E 601-49400-131 Employer Paid Health	WATER HEALTH		\$479.87
Invoice				
Cash Payment	E 101-43100-131 Employer Paid Health	PUBLIC WORKS HEALTH		\$876.23
Invoice				
Cash Payment	E 101-42110-131 Employer Paid Health	POLICE HEALTH		\$2,521.99
Invoice				
Transaction Date	11/19/2013	Due 0 Checking	10100	Total \$4,608.44
Refer	6004 <i>AT&T</i>	<u>Ck# 036212 11/19/2013</u>		
Cash Payment	E 602-49450-321 Telephone	Sewer Cell Phone		\$15.19
Invoice	287253517967X11 11/10/2013			
Cash Payment	E 601-49400-321 Telephone	Water Cell Phone		\$15.20
Invoice	287253517967X11 11/10/2013			
Cash Payment	E 101-43100-321 Telephone	Public Works Cell Phone		\$30.40
Invoice	287253517967X11 11/10/2013			
Cash Payment	E 101-42110-321 Telephone	Police Cell Phone		\$73.47
Invoice	287253517967X11 11/10/2013			
Transaction Date	11/19/2013	Due 0 Checking	10100	Total \$134.26
Refer	6005 <i>HEIMAN INC</i>	<u>Ck# 036221 11/19/2013</u>		
Cash Payment	E 200-42200-210 Operating Supplies	Fire dept Supplies		\$545.00
Invoice	0816446-IN 11/8/2013			
Transaction Date	11/19/2013	Due 0 Checking	10100	Total \$545.00
Refer	6006 <i>CENTERPOINT ENERGY</i>	<u>Ck# 036215 11/19/2013</u>		
Cash Payment	E 101-42110-383 Gas Utilities	Police Gas Service		\$58.87
Invoice	11/12/2013			
Cash Payment	E 101-45200-383 Gas Utilities	Shelter Gas Service		\$20.43
Invoice	11/12/2013			
Transaction Date	11/19/2013	Due 0 Checking	10100	Total \$79.30
Refer	6007 <i>OFFICE DEPOT</i>	<u>Ck# 036231 11/19/2013</u>		
Cash Payment	E 101-42110-207 Computer/Printer/Copier	Police Toner		\$79.78
Invoice	681478185001 11/5/2013			
Cash Payment	E 101-41400-207 Computer/Printer/Copier	Clerk Toner		\$79.78
Invoice	681478185001 11/5/2013			
Transaction Date	11/19/2013	Due 0 Checking	10100	Total \$159.56

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Fund Summary

602 SEWER FUND	10100 Checking	\$495.05
601 WATER FUND		\$495.07
200 FIRE/RESCUE FUND		\$561.70
101 GENERAL FUND		\$3,974.74
		\$5,526.56

Pre-Written Checks	\$5,526.56
Checks to be Generated by the Computer	\$0.00
Total	\$5,526.56

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Batch Name	GFOA Payment	Computer Dollar Amt	\$220.00	Posted
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Refer	6008 GFOA	Ck# 036235 11/21/2013	
Cash Payment Invoice	E 101-41400-208 Training and Instruction	Clerk Desktop Training	\$85.00
Cash Payment Invoice	E 101-41400-433 Dues and Subscriptions	Membership Discount w/Training Registration	-\$25.00
Cash Payment Invoice	E 101-41400-433 Dues and Subscriptions	Nicole Membership	\$160.00
Transaction Date	11/21/2013	Due 0	
		Checking	10100
			Total
			\$220.00

Fund Summary

101 GENERAL FUND	10100 Checking	\$220.00
		\$220.00

Pre-Written Checks	\$220.00
Checks to be Generated by the Computer	\$0.00
Total	\$220.00