

Council Meeting

November 19, 2019

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

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

Others present: Chad Koren, Jon Lentz, Nick Walther, and Jean Matua

Motion made by Cindy Stelten and seconded by Kyle Christensen 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 November 5, 2019 Council Meeting
2. Resolution No. 11192019A Resolution Adopting Assessment for Unpaid Charges
3. Abdo, Eick & Meyers Engagement Letter for 2019YE Audit
4. Employee Time-off Request

motion carried

No one was present from the Library Building Committee

The Council discussed the proposed contract for police services with Stearns County Captain Jon Lentz. Among the items discussed were: the squads being taken home by the contract deputies, the squads being used for the Fairhaven Township contract, both the City and Fairhaven Township being charged the same rate and insurance coverage on the squads while being used in Fairhaven. Councilmember Christensen was given an updated version of Addendum A to the contract. Captain Lentz explained that the contract includes gas and currently all of the Stearns County deputies have take home squads; he further explained this would alleviate swapping out of equipment once a deputy arrives to Kimball, but would still need to be agreed to by both parties as stated in Addendum A. Councilmember Christensen stated that he feels shortchanged with our squads being used for the Fairhaven contract. Mayor Konz stated that she does not have a problem with it as it is just 4-5 miles down the road and many of the kids in Fairhaven go to school here. Councilmember Stelten stated that she would like to see just the squad portion of the contract revisited in the spring to see if it is working out well or not and whether that should continue. Councilmember Christensen has concerns regarding insurance coverage in Fairhaven if there were a high-speed chase that has nothing to do with the City of Kimball. Captain Lentz explained that in regards to high-speeds chases the County has a no-pursuit policy with the exception of 2 situations. Councilmember Christensen wants to check with the City's insurance that the City is still covered should something happen when the County is patrolling in Fairhaven. Councilmember Stelten thinks that is a good point and should be checked in to. Mayor Konz asked that a motion be made to approve the contract with the exception that the insurance is okay with it; this would avoid delaying it more and more.

Motion made by Sheryl Carlson that we do something tonight

Motion fails for lack of second

Councilmember Christensen explained that he is still not comfortable with the take home vehicle, should something happen through no fault of the officer. Councilmember Christensen further stated that he prefers the vehicle stay in Kimball and not be used in Fairhaven or as a take home vehicle. Councilmember Stelten then asked if that would change the Fairhaven contract? Captain Lentz stated he would then report back to the Sheriff.

Motion made by Cindy Stelten to accept the contract in all language and that we would look at the factors involving the insurance of our vehicle and the likelihood of our vehicle staying in this town but all other factors to make a motion to go ahead and sign it; that's her motion

Captain Lentz asked for clarification on the "vehicle staying in town". Councilmember Stelten responded that if the insurance will cover the vehicle wherever it's going and it is the City of Kimball's vehicle, so will the insurance cover it wherever it goes and will that be a factor in the City's decision and to keep that portion out of the motion but to go ahead otherwise with the whole contract and to just check into the vehicle insurance.

Councilmember Carlson stated she would second the motion after hearing it again

Motion made by Cindy Stelten and seconded by Sheryl Carlson to accept all parts of the contract based on the fact that we'll check into the insurance for the vehicle and what that means for us and verify and then we can go forward

Upon further discussion Councilmember Christensen stated that he feels it is still unclear; go forward with what? Councilmember Stelten responded that if the insurance company is okay with those facts coming to our table, she's okay with it.

Those voting in favor: Tammy Konz, Sheryl Carlson, DuWayne Orbeck and Cindy Stelten

Those voting against: Kyle Christensen

Those absent: none

Motion made by Cindy Stelten and seconded by Kyle Christensen to approve the October monthly Clerk reports; motion carried

The Council viewed a proposed street light design for Hwy 15; they would like to view more designs.

Those present discussed water, sewer, garbage and recycling rates for 2020.

Councilmember Christensen asked about the water meter letter that was just sent out.

The Holiday Train will be stopping on December 12th at 8:55pm.

Motion made by DuWayne Orbeck and seconded by Cindy Stelten to adjourn at 7:49pm; motion carried

Respectfully submitted by Nicole Pilarski

City of Kimball

Payments

Current Period: November 2019

Payments Batch 11192019CLA \$17,160.25

Refer <u>228 XCEL ENERGY</u>		-			
Cash Payment	E 101-42500-381 Electric Utilities	Civil Defense Electricity			\$11.74
	Invoice 0808543202 10/28/2019				
Cash Payment	E 601-49400-381 Electric Utilities	Water Plant Electricity			\$28.49
	Invoice 807262326 10/21/2019				
Cash Payment	E 101-43100-381 Electric Utilities	Public Works Electricity			\$16.70
	Invoice 807262314 10/21/2019				
Cash Payment	E 101-45200-381 Electric Utilities	Ballpark Electricity			\$26.61
	Invoice 0808441011 10/28/2019				
Cash Payment	E 601-49400-381 Electric Utilities	Water Plant Electricity			\$577.70
	Invoice 0808438957 10/28/2019				
Cash Payment	E 602-49450-381 Electric Utilities	Lift Station Electricity			\$144.43
	Invoice 0808438957 10/28/2019				
Cash Payment	E 101-41000-381 Electric Utilities	City Hall Electricity			\$246.54
	Invoice 0808434910 10/28/2019				
Cash Payment	E 101-42110-381 Electric Utilities	Police Electricity			\$67.57
	Invoice 0808484869 10/28/2019				
Cash Payment	E 101-45200-381 Electric Utilities	Hockey Rink Electricity			\$14.72
	Invoice 0808477005 10/28/2019				
Cash Payment	E 101-45200-381 Electric Utilities	Shelter Electricity			\$233.46
	Invoice 0808442252 10/28/2019				
Cash Payment	E 601-49400-381 Electric Utilities	Water Tower Lights			\$104.49
	Invoice 0808221247 10/25/2019				
Cash Payment	E 101-45200-381 Electric Utilities	Lions Park Electricity			\$17.86
	Invoice 0808216210 10/25/2019				
Cash Payment	E 101-43100-381 Electric Utilities	Flasher Light Electricity			\$45.33
	Invoice 0808210360 10/25/2019				
Cash Payment	E 101-43100-381 Electric Utilities	Street Lights			\$1,334.71
	Invoice 809394558 11/4/2019				
Transaction Date	11/15/2019	Due 11/15/2019	Checking	10100	Total \$2,870.35

Refer <u>229 MEEKER COOPERATIVE</u>		-			
Cash Payment	E 602-49450-381 Electric Utilities	WWTP Electricity			\$1,022.00
	Invoice 11/7/2019				
Cash Payment	E 602-49450-381 Electric Utilities	Heritage Park Lift Station			\$75.43
	Invoice 11/7/2019				
Cash Payment	E 602-49450-381 Electric Utilities	Scheeler Lift Station			\$75.43
	Invoice 11/7/2019				
Cash Payment	E 101-43100-381 Electric Utilities	Street Light			\$14.75
	Invoice 11/7/2019				
Cash Payment	E 101-43100-381 Electric Utilities	Street Light			\$14.75
	Invoice 11/7/2019				
Cash Payment	E 101-43100-381 Electric Utilities	Street Light			\$14.75
	Invoice 11/7/2019				
Cash Payment	E 101-43100-381 Electric Utilities	Street Light			\$14.75
	Invoice 11/7/2019				
Transaction Date	11/15/2019	Due 11/15/2019	Checking	10100	Total \$1,231.86

Refer <u>230 HEALTH PARTNERS</u>		<u>Ck# 001641E 11/29/2019</u>			
Cash Payment	E 101-42110-133 Employer Paid Dental	Police Dental			\$51.28
	Invoice 93592453 11/11/2019				

Payments

Current Period: November 2019

Cash Payment	E 601-49400-133 Employer Paid Dental	Water Dental			\$15.90
Invoice	93592453	11/11/2019			
Cash Payment	E 602-49450-133 Employer Paid Dental	Sewer Dental			\$11.29
Invoice	93592453	11/11/2019			
Cash Payment	E 101-41400-133 Employer Paid Dental	Clerk Dental			\$43.59
Invoice	93592453	11/11/2019			
Cash Payment	E 200-42200-133 Employer Paid Dental	Clerk Dental			\$2.55
Invoice	93592453	11/11/2019			
Cash Payment	E 101-42110-131 Employer Paid Health	Police Health			\$348.74
Invoice	93592453	11/11/2019			
Cash Payment	E 601-49400-131 Employer Paid Health	Water Health			\$116.36
Invoice	93592453	11/11/2019			
Cash Payment	E 602-49450-131 Employer Paid Health	Sewer Health			\$82.76
Invoice	93592453	11/11/2019			
Cash Payment	E 101-41400-131 Employer Paid Health	Clerk Health			\$327.95
Invoice	93592453	11/11/2019			
Cash Payment	E 200-42200-131 Employer Paid Health	Clerk Health			\$19.29
Invoice	93592453	11/11/2019			
Cash Payment	E 101-43100-131 Employer Paid Health	COBRA Health Coverage			\$1,540.80
Invoice	93592453	11/11/2019			
Cash Payment	E 101-43100-133 Employer Paid Dental	COBRA Dental Coverage			\$92.82
Invoice	93592453	11/11/2019			
Cash Payment	E 101-43100-133 Employer Paid Dental	Public Works Dental Coverage			\$29.23
Invoice	93592453	11/11/2019			
Cash Payment	E 101-43100-131 Employer Paid Health	Public Works Health Coverage			\$212.82
Invoice	93592453	11/11/2019			
Transaction Date	11/15/2019	Due 11/15/2019	Checking	10100	Total \$2,895.38
Refer	231	MARCO TECHNOLOGIES LLC 2			
Cash Payment	E 101-41000-300 Professional Svs (GENE	Monthly Shredding Pickup			\$35.00
Invoice	INV6972122	11/6/2019			
Transaction Date	11/15/2019	Due 11/15/2019	Checking	10100	Total \$35.00
Refer	232	FLOW MEASUREMENT AND CONT			
Cash Payment	E 602-49450-206 Testing	Main Lift Station Flow Meter Certification			\$375.00
Invoice	8816	11/4/2019			
Transaction Date	11/15/2019	Due 11/15/2019	Checking	10100	Total \$375.00
Refer	233	YOUR HOME REPAIRS			
Cash Payment	E 101-42110-220 Repair/Maint Supply (GE	Police Dept - Fix Furnace			\$105.00
Invoice	16088	11/5/2019			
Transaction Date	11/15/2019	Due 11/15/2019	Checking	10100	Total \$105.00
Refer	234	STANGER, KATHLEEN			
Cash Payment	E 101-41000-300 Professional Svs (GENE	Clean City Hall 10/2, 10/16 & 10/30			\$247.50
Invoice	360	11/4/2019			
Cash Payment	E 101-45500-300 Professional Svs (GENE	Clean Library 10/2, 10/16 & 10/30			\$247.50
Invoice	360	11/4/2019			
Cash Payment	E 101-45200-300 Professional Svs (GENE	Clean Shelter & Bathrooms 10/2 & 10/14			\$180.00
Invoice	360	11/4/2019			
Transaction Date	11/15/2019	Due 11/15/2019	Checking	10100	Total \$675.00
Refer	235	JOVANOVICH DEGE & ATHMANN P			
Cash Payment	E 101-41000-304 Legal Fees	Police Contract Legal			\$105.00
Invoice	18028	10/31/2019			

City of Kimball

Payments

Current Period: November 2019

Cash Payment	E 603-49500-304 Legal Fees	Garbage Contract Legal	\$262.50
Invoice 18028	10/31/2019		
Cash Payment	E 101-41910-304 Legal Fees	Address Change Legal	\$35.00
Invoice 18028	10/31/2019		
Cash Payment	E 101-41000-304 Legal Fees	Audit RFP Response Legal	\$105.00
Invoice 18028	10/31/2019		
Cash Payment	E 101-42110-304 Legal Fees	Police Legal	\$1,220.00
Invoice 18029	10/31/2019		
Transaction Date	11/15/2019	Due 11/15/2019	Total
		Checking	\$1,727.50
Refer	236 WASTE MANAGEMENT		
Cash Payment	E 603-49500-384 Refuse/Garbage Dispos	64gal Refuse Carts	\$2,391.46
Invoice 7040740-1767-1	10/31/2019		
Cash Payment	E 603-49500-384 Refuse/Garbage Dispos	96gal Refuse Carts	\$304.98
Invoice 7040740-1767-1	10/31/2019		
Cash Payment	E 603-49500-384 Refuse/Garbage Dispos	32gal Refuse Carts	\$243.60
Invoice 7040740-1767-1	10/31/2019		
Cash Payment	E 603-49500-384 Refuse/Garbage Dispos	2nd 64gal Refuse Carts	\$19.74
Invoice 7040740-1767-1	10/31/2019		
Cash Payment	E 603-49500-384 Refuse/Garbage Dispos	Recycle Carts	\$899.79
Invoice 7040740-1767-1	10/31/2019		
Transaction Date	11/15/2019	Due 11/15/2019	Total
		Checking	\$3,859.57
Refer	237 A M MAUS		
Cash Payment	E 101-43100-222 Vehicle Maintenance	Public Works Truck Rear Brake Repair	\$162.00
Invoice 418191	10/24/2019		
Transaction Date	11/15/2019	Due 11/15/2019	Total
		Checking	\$162.00
Refer	238 UTILITY CONSULTANTS		
Cash Payment	E 602-49450-206 Testing	Sewer Sampling	\$619.00
Invoice 103295	11/1/2019		
Transaction Date	11/15/2019	Due 11/15/2019	Total
		Checking	\$619.00
Refer	239 AMERIPRIDE SERVICES		
Cash Payment	E 200-42200-300 Professional Svcs (GENE	Fire Hall Rugs	\$38.30
Invoice 2201251018	10/14/2019		
Cash Payment	E 101-41000-300 Professional Svcs (GENE	City Hall Rugs	\$28.52
Invoice 2201251018	10/14/2019		
Cash Payment	E 101-41000-300 Professional Svcs (GENE	City Hall Rugs	\$40.58
Invoice 2201256487	10/28/2019		
Transaction Date	11/15/2019	Due 11/15/2019	Total
		Checking	\$107.40
Refer	240 INSPECTRON, INC.		
Cash Payment	E 101-42400-305 Building Permits	Oct Insp/Permits	\$983.13
Invoice	11/12/2019		
Transaction Date	11/15/2019	Due 11/15/2019	Total
		Checking	\$983.13
Refer	241 GOPHER STATE ONE CALL		
Cash Payment	E 601-49400-311 Locate calls	Locates	\$13.50
Invoice 9100505	10/31/2019		
Cash Payment	E 602-49450-311 Locate calls	Locates	\$13.50
Invoice 9100505	10/31/2019		
Transaction Date	11/15/2019	Due 11/15/2019	Total
		Checking	\$27.00
Refer	242 OFFICE DEPOT		
Cash Payment	E 101-41400-207 Computer/Printer/Copier	Clerk Toner	\$56.45
Invoice 395078586001	10/28/2019		

City of Kimball

Payments

Current Period: November 2019

Cash Payment	E 101-41000-200 Office Supplies (GENER	Office Supplies				\$12.76
Invoice	395078586001	10/28/2019				
Transaction Date	11/15/2019	Due 11/15/2019	Checking	10100	Total	\$69.21
Refer	243	<i>CENTERPOINT ENERGY</i>				
Cash Payment	E 101-41000-383 Gas Utilities	City Hall Gas Service				\$39.66
Invoice		10/30/2019				
Cash Payment	E 601-49400-383 Gas Utilities	Water Gas Service				\$62.34
Invoice		10/30/2019				
Cash Payment	E 101-43100-383 Gas Utilities	Public Works Gas Service				\$19.44
Invoice		10/30/2019				
Cash Payment	E 200-42200-383 Gas Utilities	Fire Hall Gas Service				\$34.68
Invoice		10/30/2019				
Transaction Date	11/15/2019	Due 11/15/2019	Checking	10100	Total	\$156.12
Refer	244	<i>COMPUTER RESOURCES UNLIMIT</i>				
Cash Payment	E 101-41000-207 Computer/Printer/Copier	Trista Computer Support				\$120.00
Invoice	101361	10/31/2019				
Transaction Date	11/15/2019	Due 11/15/2019	Checking	10100	Total	\$120.00
Refer	245	<i>KIMBALL GARAGE</i>				
Cash Payment	E 101-43100-222 Vehicle Maintenance	Public Works 2008 GMC LOF/Grease Chassis/Check Fluids				\$31.75
Invoice	33445	10/30/2019				
Cash Payment	E 101-42110-222 Vehicle Maintenance	Police 2018 LOF				\$27.25
Invoice	33379	10/21/2019				
Transaction Date	11/15/2019	Due 11/15/2019	Checking	10100	Total	\$59.00
Refer	246	<i>LAND O LAKES OIL CO</i>				
Cash Payment	E 602-49450-437 Other Miscellaneous	Dispose of Tires at WWTP				\$336.00
Invoice	96081	10/14/2019				
Transaction Date	11/15/2019	Due 11/15/2019	Checking	10100	Total	\$336.00
Refer	247	<i>BOUND TREE MEDICAL</i>				
Cash Payment	E 200-42200-210 Operating Supplies (GEN	Fire Dept Supplies				\$27.98
Invoice	83387975	10/21/2019				
Transaction Date	11/15/2019	Due 11/15/2019	Checking	10100	Total	\$27.98
Refer	248	<i>MENARDS</i>				
Cash Payment	E 602-49450-210 Operating Supplies (GEN	Sewer Supplies				\$34.58
Invoice	27337	11/1/2019				
Cash Payment	E 601-49400-210 Operating Supplies (GEN	Water Supplies				\$39.52
Invoice	27337	11/1/2019				
Cash Payment	E 101-43100-220 Repair/Maint Supply (GE	Public Works Supplies				\$274.16
Invoice	27337	11/1/2019				
Cash Payment	E 101-43100-220 Repair/Maint Supply (GE	Public Works Supplies				\$51.95
Invoice	27499	11/3/2019				
Cash Payment	E 101-43100-210 Operating Supplies (GEN	Public Works Supplies				\$318.54
Invoice	27885	11/7/2019				
Transaction Date	11/15/2019	Due 11/15/2019	Checking	10100	Total	\$718.75

City of Kimball
Payments

Current Period: November 2019

Fund Summary

	10100 Checking
101 GENERAL FUND	\$9,167.66
200 FIRE/RESCUE FUND	\$122.80
601 WATER FUND	\$958.30
602 SEWER FUND	\$2,789.42
603 REFUSE (GARBAGE) FUND	\$4,122.07
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	\$17,160.25

Pre-Written Checks	\$2,895.38
Checks to be Generated by the Computer	\$14,264.87
Total	<hr/>
	\$17,160.25

City of Kimball

Payments

Current Period: November 2019

Payments Batch 11192019CLA \$10,440.15

Refer 249 CENTERPOINT ENERGY						
Cash Payment	E 101-42110-383 Gas Utilities	Police Bldg Gas Service				\$54.05
Invoice	11/8/2019					
Cash Payment	E 101-45200-383 Gas Utilities	Shelter Gas Service				\$50.91
Invoice	11/8/2019					
Transaction Date	11/18/2019	Due 11/18/2019	Checking	10100	Total	\$104.96
Refer 250 MENARDS						
Cash Payment	E 101-43100-220 Repair/Maint Supply (GE	Public Works Supplies				\$334.53
Invoice 28444	11/14/2019					
Cash Payment	E 101-43100-220 Repair/Maint Supply (GE	Public Works Supplies				\$304.54
Invoice 27952	11/8/2019					
Transaction Date	11/18/2019	Due 11/18/2019	Checking	10100	Total	\$639.07
Refer 251 EAST SIDE OIL COMPANIES						
Cash Payment	E 603-49500-387 Oil/Filter Disposal	Used Oil/Filter Pickup				\$50.00
Invoice R83685	11/7/2019					
Transaction Date	11/18/2019	Due 11/18/2019	Checking	10100	Total	\$50.00
Refer 252 CENTRAL MCGOWAN						
Cash Payment	E 200-42200-210 Operating Supplies (GEN	Fire Dept Oxygen				\$20.49
Invoice 00316671	11/7/2019					
Transaction Date	11/18/2019	Due 11/18/2019	Checking	10100	Total	\$20.49
Refer 253 PSN						
Cash Payment	E 603-49500-430 Miscellaneous (GENERA	Monthly Fee				\$39.95
Invoice 204563	11/3/2019					
Transaction Date	11/18/2019	Due 11/18/2019	Checking	10100	Total	\$39.95
Refer 254 U.S. BANK						
Cash Payment	E 101-43100-220 Repair/Maint Supply (GE	Public Works Supplies				\$130.19
Invoice 8487	10/10/2019					
Cash Payment	E 101-43100-222 Vehicle Maintenance	Snow Plow Parts				\$107.85
Invoice 309715	10/17/2019					
Cash Payment	E 101-43100-201 Clothing Allowances	Public Works Safety Sweatshirt & Jacket Logo Setup				\$45.00
Invoice	10/20/2019					
Cash Payment	E 601-49400-322 Postage	Water Postage				\$51.00
Invoice	10/29/2019					
Cash Payment	E 101-43100-220 Repair/Maint Supply (GE	Public Works Supplies				\$78.85
Invoice	11/1/2019					
Cash Payment	E 200-42200-430 Miscellaneous (GENERA	Fire Dept - NO RECEIPT				\$174.99
Invoice	10/23/2019					
Cash Payment	E 200-42200-430 Miscellaneous (GENERA	Fire Dept - NO RECEIPT				\$25.44
Invoice	11/6/2019					
Cash Payment	E 101-41400-433 Dues and Subscriptions	Clerk Notary Renewal				\$120.00
Invoice MN8OSS001807	10/9/2019					
Cash Payment	E 101-41910-430 Miscellaneous (GENERA	Zoning Beacon Service				\$1.00
Invoice	10/31/2019					
Cash Payment	E 101-41000-200 Office Supplies (GENER	Deposit Tickets				\$159.71
Invoice 2046157548	11/1/2019					
Transaction Date	11/18/2019	Due 11/18/2019	Checking	10100	Total	\$894.03
Refer 255 MN MECHANICAL SOLUTIONS						

**City of Kimball
Payments**

Current Period: November 2019

Cash Payment	E 601-49400-404 Repairs/Maint Machinery	Water Plant - Replace 2 Butterfly Valves			\$2,875.00
Invoice 19366	11/13/2019				
Cash Payment	E 601-49400-404 Repairs/Maint Machinery	Water Plant - Replace 2 Check Valves			\$5,180.00
Invoice 19366	11/13/2019				
Transaction Date	11/18/2019	Due 11/18/2019	Checking	10100	Total \$8,055.00
Refer	<u>256 MINNESOTA DEPT OF HEALTH</u>	-			
Cash Payment	E 601-49400-388 Connection Fee	4th Qtr Connection Fee			\$491.00
Invoice	11/13/2019				
Transaction Date	11/18/2019	Due 11/18/2019	Checking	10100	Total \$491.00
Refer	<u>257 PILARSKI, NICOLE J</u>	-			
Cash Payment	E 101-41000-200 Office Supplies (GENER	Reimbursement for Office Supplies Purchased			\$2.65
Invoice	11/19/2019				
Transaction Date	11/19/2019	Due 11/19/2019	Checking	10100	Total \$2.65
Refer	<u>258 GRANITE ELECTRONICS</u>	-			
Cash Payment	E 200-42200-323 Radio Units	Fire Dept Radio Batteries			\$143.00
Invoice 150006252-1	11/8/2019				
Transaction Date	11/19/2019	Due 11/19/2019	Checking	10100	Total \$143.00

Fund Summary

	10100 Checking
101 GENERAL FUND	\$1,389.28
200 FIRE/RESCUE FUND	\$363.92
601 WATER FUND	\$8,597.00
603 REFUSE (GARBAGE) FUND	\$89.95
	<u>\$10,440.15</u>

Pre-Written Checks	\$39.95
Checks to be Generated by the Computer	\$10,400.20
Total	<u>\$10,440.15</u>