

Council Meeting  
November 20, 2023

Meeting called to order by Mayor Karla Davis at 5:30pm

Councilmembers present: Karla Davis, Jody Orbeck, Kyle Christensen, Cindy Stelten and Steven Dahlager

Others present: Gerry Spoden and Andy Massmann

Motion made by Cindy Stelten and seconded by Jody Orbeck to approve the following addendums to the agenda: sale of old police squads, City utility applications and West Central Sanitation bill for Cleanup Day; motion carried

Motion made by Kyle Christensen and seconded by Cindy Stelten to approve the following Consent Agenda Items:

1. Minutes of the November 6, 2023 Council Meeting
2. Approval of St. Cloud State University Hold Harmless Agreement for Minnesota Highway Safety and Research Center
3. Resolution No. 11202023A Resolution Authorizing 2024 Tobacco License Renewals

motion carried

Motion made by Cindy Stelten and seconded by Kyle Christensen to approve the claims; motion carried

Motion made by Karla Davis and seconded by Kyle Christensen to rescind the following motion made at the November 6, 2023, Regular Meeting: Motion made by Karla Davis and seconded by Jody Orbeck to have the 4 farmers that bid the irrigation fields resubmit their per acre rates by November 18<sup>th</sup>; motion carried

Councilmember Cindy Stelten absent; motion carried

Mayor Davis stated that Patrick Libbesmeier did contact her to let her know that he would not be happy without water, but that he does not wish to rescind his bid. Councilmember Stelten stated that she had spoken with the gentleman in Zumbrota that has the Hemp Maze again; some of the items discussed were: hemp can help with soil correction, does not reseed anymore than corn, it is fine with/out water and there is not much smell walking through it in a field (in the maze). Councilmember Orbeck stated that she keeps going back to the Massmann Brothers as they have had someone attend each meeting and Rookie Farmers has a product that is still new. Mayor Davis stated that she had spoken with the City Attorney and in the future a request process needs to be used by the City to allow more room for negotiations. Councilmember Christensen stated that Gerry has done a great job and this is nothing against him, but he is moving towards Massmann Brothers and Rookie Farmers is still new and needs some development.

Motion made by Jody Orbeck and seconded by Kyle Christensen to accept the bid from Massmann Brothers in the amount of \$140/acre; motion carried

Motion made by Cindy Stelten and seconded by Jody Orbeck to approve the October monthly clerk reports; motion carried

The City Clerk discussed splitting up computer and IT costs between all of the funds instead of having them all allocated to the General Fund; she feels this is more realistic and will better show how the items are being used. She also briefly discussed an opportunity through the State that the City qualifies for as she filled out a survey regarding managed detection and response. She'll be sending that info to Arvig to see if their proposal will change at all for the Desktop Care as that is something she feels the City should definitely have.

The Council does not wish to change the rates for the Willow Creek Park Shelter use for 2024.

The City Clerk discussed purchasing a Smart TV for the library for presentations in the community room.

In regards to the sale of the old police squads, Mayor Davis would like staff to check with MHRSC regarding their need and report back.

Those present discussed the bill received from West Central Sanitation for Cleanup Day in the amount of \$1,088.10. The Council would like the City Clerk to contact Jeff Bertram about the bill as he specifically discussed that with the Council and it was covered in both the RFP and contract.

The Personnel Committee provided an update to the Council; they interviewed a candidate for the Public Works Assistant position. They reviewed benefit and pay information with the Council and would like to start the individual at a Level 10.

Motion made by Cindy Stelten to offer the Seasonal Public Works Assistant position to Mitchell Fischer; motion fails for lack of second

Motion made by Jody Orbeck and seconded by Cindy Stelten to offer the Seasonal Public Works Assistant position to Mitchell Fischer at a wage of Level 12 (\$21.04); motion carried

The Council discussed also discussed contracting with his company for snow removal services if needed for the Central Business District.

Motion made by Jody Orbeck and seconded by Cindy Stelten to approve the payment arrangement for the resident at 80 Hazel Ave W; motion carried

Councilmember Stelten will check out the possibility for a Smart TV at the library community room the following evening as there is a Stearns County Park meeting being held there. There also has not yet been electricity installed on the east wall in the community room.

The Council will hold off on Resolution No. 11202023B, Resolution No. 11202023C and Resolution No. 11202023D until the next meeting.

Councilmember Christensen updated the Council that he had attended the school board meeting and they are aware that they haven't contributed towards expenses at the City ballfield. He will be meeting with the Express Ball team board to discuss seating and then meeting with the school board again.

Motion made by Cindy Stelten and seconded by Jody Orbeck to adjourn at 7:25pm; motion carried

Respectfully submitted by Nicole Pilarski

City of Kimball  
Payments

Current Period: November 2023

Payments Batch 11142023Claims \$7,865.00

Refer 3946 SCHLENNER WENNER & CO. -  
Cash Payment E 200-42200-301 Auditing and Acct g Serv Fire Relief Audit \$7,865.00  
Invoice 309770 7/31/2023  
Transaction Date 11/14/2023 Checking 10100 Total \$7,865.00

Fund Summary

200 FIRE/RESCUE FUND  
10100 Checking  
\$7,865.00  
\$7,865.00

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$7,865.00
Total	\$7,865.00

# City of Kimball

## Payments

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Current Period: November 2023

Payments Batch 11202023Claims						\$18,181.00
Refer	3948	<u>Harvest Bank</u>		<u>Ck# 002663E 11/1/2023</u>		
Cash Payment	E 101-41400-131	Employer Paid Health	Nicole Pilarski HSA			\$123.75
Invoice						
Cash Payment	E 101-41910-131	Employer Paid Health	Nicole Pilarski HSA			\$45.00
Invoice						
Cash Payment	E 601-49400-131	Employer Paid Health	Nicole Pilarski HSA			\$22.50
Invoice						
Cash Payment	E 602-49450-131	Employer Paid Health	Nicole Pilarski HSA			\$22.50
Invoice						
Cash Payment	E 200-42200-131	Employer Paid Health	Nicole Pilarski HSA			\$11.25
Invoice						
Transaction Date	11/15/2023		Checking	10100	<b>Total</b>	<b>\$225.00</b>
Refer	3949	<u>Harvest Bank</u>		<u>Ck# 002664E 11/1/2023</u>		
Cash Payment	E 101-43100-131	Employer Paid Health	Travis Peterson HSA			\$90.00
Invoice						
Cash Payment	E 101-45200-131	Employer Paid Health	Travis Peterson HSA			\$27.00
Invoice						
Cash Payment	E 601-49400-131	Employer Paid Health	Travis Peterson HSA			\$58.50
Invoice						
Cash Payment	E 602-49450-131	Employer Paid Health	Travis Peterson HSA			\$49.50
Invoice						
Transaction Date	11/15/2023		Checking	10100	<b>Total</b>	<b>\$225.00</b>
Refer	3952	<u>MINNESOTA LIFE INSURANCE CO</u>				
Cash Payment	E 101-43100-134	Employer Paid Life	Public Works Life Insurance			\$1.22
Invoice	33180029	11/16/2023				
Cash Payment	E 601-49400-134	Employer Paid Life	Water Life Insurance			\$1.08
Invoice	33180029	11/16/2023				
Cash Payment	E 602-49450-134	Employer Paid Life	Sewer Life Insurance			\$0.92
Invoice	33180029	11/16/2023				
Cash Payment	E 101-41400-134	Employer Paid Life	Clerk Life Insurance			\$1.65
Invoice	33180029	11/16/2023				
Cash Payment	E 200-42200-134	Employer Paid Life	Fire Life Insurance			\$0.15
Invoice	33180029	11/16/2023				
Cash Payment	E 101-45200-134	Employer Paid Life	Parks Life Insurance			\$0.38
Invoice	33180029	11/16/2023				
Cash Payment	E 101-41910-134	Employer Paid Life	Zoning Life Insurance			\$0.60
Invoice	33180029	11/16/2023				
Transaction Date	11/17/2023		Checking	10100	<b>Total</b>	<b>\$6.00</b>
Refer	3953	<u>Harvest Bank</u>		<u>Ck# 002667E 11/15/2023</u>		
Cash Payment	E 401-43100-500	Capital Outlay (GENER	Cashier's Check Fee for Plow			\$5.00
Invoice		11/15/2023				
Transaction Date	11/17/2023		Checking	10100	<b>Total</b>	<b>\$5.00</b>
Refer	3954	<u>PRAIRIE AUCTION &amp; SALES LLC</u>		<u>Ck# 103423 11/15/2023</u>		
Cash Payment	E 401-43100-500	Capital Outlay (GENER	3-way Plow for New Plow Truck			\$750.00
Invoice	1310423	11/15/2023				
Transaction Date	11/17/2023		Checking	10100	<b>Total</b>	<b>\$750.00</b>

# City of Kimball

## Payments

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Current Period: November 2023

Refer	3955	<i>Plan It Software LLC</i>	-		
Cash Payment	E 101-41000-207	Computer/Printer/Copier	CIP Software Renewal		\$800.00
Invoice	23Plan-It-1145	11/13/2023			
Transaction Date	11/17/2023	Checking	10100	<b>Total</b>	\$800.00
Refer	3956	<i>WASS, JILL</i>	<u>Ck# 002668E 11/17/2023</u>		
Cash Payment	E 101-45200-440	Refund of Deposit	Refund 11/4 Shelter Deposit		\$50.00
Invoice					
Transaction Date	11/17/2023	Checking	10100	<b>Total</b>	\$50.00
Refer	3957	<i>WASS, JILL</i>	-		
Cash Payment	E 101-45200-430	Miscellaneous (GENER	Refund Additional Paid at Time of Rental		\$2.87
Invoice					
Transaction Date	11/17/2023	Checking	10100	<b>Total</b>	\$2.87
Refer	3958	<i>Horn, Amber</i>	-		
Cash Payment	E 101-45600-440	Refund of Deposit	Refund 11/12 Community Room Deposit		\$50.00
Invoice					
Transaction Date	11/17/2023	Checking	10100	<b>Total</b>	\$50.00
Refer	3959	<i>AIR-PRO HEATING &amp; COOLING LL</i>	-		
Cash Payment	E 601-49400-401	Repairs/Maint Buildings	Water Plant - Heater Repair		\$839.93
Invoice	i2926	11/2/2023			
Transaction Date	11/17/2023	Checking	10100	<b>Total</b>	\$839.93
Refer	3960	<i>TRI-STATE PUMP AND CONTROL</i>	-		
Cash Payment	E 602-49450-404	Repairs/Maint Machiner	Scheeler Lift Station - Unclog Pump/Reinstall & Reset		\$300.00
Invoice	444672	10/31/2023			
Cash Payment	E 602-49450-404	Repairs/Maint Machiner	Scheeler Lift Station - Unclog Pump/Reinstall & Reset		\$350.00
Invoice	444673	11/2/2023			
Transaction Date	11/17/2023	Checking	10100	<b>Total</b>	\$650.00
Refer	3961	<i>AK GRAPHICS</i>	-		
Cash Payment	E 401-43100-500	Capital Outlay (GENER	Plow Truck Door Decals		\$125.00
Invoice	2418	11/9/2023			
Transaction Date	11/17/2023	Checking	10100	<b>Total</b>	\$125.00
Refer	3962	<i>PSN</i>	<u>Ck# 002669E 11/2/2023</u>		
Cash Payment	E 603-49500-430	Miscellaneous (GENER	Monthly Fee		\$89.95
Invoice	285208	11/2/2023			
Transaction Date	11/17/2023	Checking	10100	<b>Total</b>	\$89.95
Refer	3963	<i>STANGER, KATHLEEN</i>	-		
Cash Payment	E 200-42200-300	Professional Svcs (GEN	Fire Hall - Monthly Cleaning		\$180.00
Invoice	454	11/6/2023			
Transaction Date	11/17/2023	Checking	10100	<b>Total</b>	\$180.00
Refer	3964	<i>ALEX AIR APPARATUS</i>	-		
Cash Payment	E 200-42200-417	Uniforms	Fire Dept Uniform Items		\$1,698.62
Invoice	INV-48720	10/26/2023			
Transaction Date	11/17/2023	Checking	10100	<b>Total</b>	\$1,698.62
Refer	3965	<i>BOUND TREE MEDICAL</i>	-		

# City of Kimball

## Payments

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Current Period: November 2023

<b>Cash Payment</b>	E 200-42200-210	Operating Supplies (GE	Fire Dept Supplies		\$54.32
Invoice	85124981	10/18/2023			
Transaction Date	11/17/2023	Checking	10100	<b>Total</b>	\$54.32
Refer	3966	<i>GRANITE ELECTRONICS</i>	-		
<b>Cash Payment</b>	E 200-42200-323	Radio Units	Fire Dept Pagers		\$1,035.06
Invoice	2234196	9/21/2023			
Transaction Date	11/17/2023	Checking	10100	<b>Total</b>	\$1,035.06
Refer	3967	<i>CENTERPOINT ENERGY</i>	-		
<b>Cash Payment</b>	E 101-42110-383	Gas Utilities	Police Gas Service		\$30.78
Invoice		11/8/2023			
<b>Cash Payment</b>	E 101-45500-383	Gas Utilities	Library Gas Service		\$51.81
Invoice		11/8/2023			
<b>Cash Payment</b>	E 101-45200-383	Gas Utilities	Shelter Gas Service		\$28.97
Invoice		11/8/2023			
Transaction Date	11/17/2023	Checking	10100	<b>Total</b>	\$111.56
Refer	3968	<i>CENTRAL MCGOWAN</i>	-		
<b>Cash Payment</b>	E 200-42200-210	Operating Supplies (GE	Fire Dept Cyl Lease/Safety & Compliance		\$18.55
Invoice	0000260990	9/30/2023			
<b>Cash Payment</b>	E 200-42200-210	Operating Supplies (GE	Fire Dept Cyl Lease/Safety & Compliance		\$19.01
Invoice	0000266557	10/31/2023			
Transaction Date	11/17/2023	Checking	10100	<b>Total</b>	\$37.56
Refer	3969	<i>ARAMARK</i>	<u>Ck# 002670E 11/17/2023</u>		
<b>Cash Payment</b>	E 101-41000-300	Professional Svcs (GEN	City Hall Rugs		\$62.27
Invoice	2530198764	10/23/2023			
<b>Cash Payment</b>	E 101-45500-300	Professional Svcs (GEN	Library Rugs		\$62.28
Invoice	2530198764	10/23/2023			
<b>Cash Payment</b>	E 200-42200-300	Professional Svcs (GEN	Fire Hall Rugs		\$74.48
Invoice	25301983830	10/9/2023			
<b>Cash Payment</b>	E 101-41000-300	Professional Svcs (GEN	City Hall Rugs		\$55.30
Invoice	25301983830	10/9/2023			
<b>Cash Payment</b>	E 101-45500-300	Professional Svcs (GEN	Library Rugs		\$55.30
Invoice	25301983830	10/9/2023			
Transaction Date	11/17/2023	Checking	10100	<b>Total</b>	\$309.63
Refer	3970	<i>EAST SIDE OIL COMPANIES</i>	-		
<b>Cash Payment</b>	E 603-49500-387	Oil/Filter Disposal	Used Oil/Filter Pickup		\$45.00
Invoice	R108199	11/6/2023			
Transaction Date	11/17/2023	Checking	10100	<b>Total</b>	\$45.00
Refer	3971	<i>AT&amp;T</i>	<u>Ck# 002671E 11/20/2023</u>		
<b>Cash Payment</b>	E 101-43100-321	Telephone	Public Works Cell Phone		\$53.40
Invoice	11032023	10/25/2023			
<b>Cash Payment</b>	E 601-49400-321	Telephone	Water Cell Phone		\$26.70
Invoice	11032023	10/25/2023			
<b>Cash Payment</b>	E 602-49450-321	Telephone	Sewer Cell Phone		\$26.69
Invoice	11032023	10/25/2023			
<b>Cash Payment</b>	E 101-41000-321	Telephone	City iPad		\$38.23
Invoice	11032023	10/25/2023			

# City of Kimball

## Payments

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Cash Payment	E 601-49400-321 Telephone	Water iPad		\$38.23
Invoice	11032023	10/25/2023		
Cash Payment	E 602-49450-321 Telephone	Sewer iPad		\$38.23
Invoice	11032023	10/25/2023		
Transaction Date	11/17/2023	Checking	10100	<b>Total</b> \$221.48
Refer	3972 <i>Graybar Electric Company, Inc.</i>	-		
Cash Payment	E 101-43100-437 Other Miscellaneous	Light Pole Banner Arm Replacement Brackets		\$4,858.80
Invoice	9334603451	10/31/2023		
Transaction Date	11/17/2023	Checking	10100	<b>Total</b> \$4,858.80
Refer	3973 <i>SCHNEIDER, MIKE</i>	-		
Cash Payment	E 101-42500-300 Professional Svcs (GEN	EMD Training - 2hrs on 8/15 & 3.5hrs on 11/1		\$88.00
Invoice	Nov-23	11/17/2023		
Transaction Date	11/17/2023	Checking	10100	<b>Total</b> \$88.00
Refer	3974 <i>CENTERPOINT ENERGY</i>	-		
Cash Payment	E 101-41000-383 Gas Utilities	City Hall Gas Service		\$87.11
Invoice		10/30/2023		
Cash Payment	E 601-49400-383 Gas Utilities	Water Plant Gas Service		\$26.00
Invoice		10/30/2023		
Cash Payment	E 101-43100-383 Gas Utilities	Public Works Gas Service		\$21.44
Invoice		10/30/2023		
Cash Payment	E 200-42200-383 Gas Utilities	Fire Hall Gas Service		\$28.35
Invoice		10/30/2023		
Transaction Date	11/17/2023	Checking	10100	<b>Total</b> \$162.90
Refer	3975 <i>INSPECTRON, INC.</i>	-		
Cash Payment	E 101-42400-305 Building Permits	Oct Perm/Insp		\$3,403.61
Invoice		11/7/2023		
Transaction Date	11/17/2023	Checking	10100	<b>Total</b> \$3,403.61
Refer	3976 <i>CUSTOMIZED FIRE RESCUE TRAI</i>	-		
Cash Payment	E 200-42200-208 Training and Instruction	Fire Dept Training on 8/16		\$750.00
Invoice	2473	9/14/2023		
Transaction Date	11/17/2023	Checking	10100	<b>Total</b> \$750.00
Refer	3977 <i>MARCO TECHNOLOGIES LLC</i>	<u>Ck# 002672E 11/23/2023</u>		
Cash Payment	E 101-41000-414 Data Processing Equip	Copier Lease		\$342.63
Invoice	514365238	10/30/2023		
Transaction Date	11/17/2023	Checking	10100	<b>Total</b> \$342.63
Refer	3978 <i>Donnay, Denise</i>	<u>Ck# 002673E 11/17/2023</u>		
Cash Payment	E 101-45600-440 Refund of Deposit	Refund 11/14 Community Room Deposit		\$50.00
Invoice				
Transaction Date	11/17/2023	Checking	10100	<b>Total</b> \$50.00
Refer	3979 <i>UTILITY CONSULTANTS</i>	-		
Cash Payment	E 602-49450-206 Testing	WWTP Testing		\$1,013.08
Invoice	117944	10/31/2023		
Transaction Date	11/17/2023	Checking	10100	<b>Total</b> \$1,013.08

City of Kimball  
Payments

Current Period: November 2023

Fund Summary

	10100 Checking
101 GENERAL FUND	\$10,482.40
200 FIRE/RESCUE FUND	\$3,869.79
401 GENERAL COMMITTED FUNDS	\$880.00
601 WATER FUND	\$1,012.94
602 SEWER FUND	\$1,800.92
603 REFUSE (GARBAGE) FUND	\$134.95
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	\$18,181.00

Pre-Written Checks	\$2,268.69
Checks to be Generated by the Computer	\$15,912.31
Total	<hr/>
	\$18,181.00



# City of Kimball

## Payments

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Current Period: November 2023

**Payments Batch 11202023Claims2**

**\$22,260.29**

<u>Refer</u>	3983 <u>MEEKER COOPERATIVE</u>	<u>Ck# 002677E 11/27/2023</u>	
Cash Payment	E 602-49450-381 Electric Utilities	WWTP Electricity	\$1,127.00
Invoice	11/10/2023		
Cash Payment	E 602-49450-381 Electric Utilities	Heritage Park Lift Station	\$160.45
Invoice	11/10/2023		
Cash Payment	E 602-49450-381 Electric Utilities	Scheeler Lift Station	\$160.90
Invoice	11/10/2023		
Cash Payment	E 101-43100-381 Electric Utilities	Street Light	\$14.75
Invoice	11/10/2023		
Cash Payment	E 101-43100-381 Electric Utilities	Street Light	\$14.75
Invoice	11/10/2023		
Cash Payment	E 101-43100-381 Electric Utilities	Street Light	\$14.75
Invoice	11/10/2023		
Cash Payment	E 101-43100-381 Electric Utilities	Street Light	\$14.75
Invoice	11/10/2023		
Transaction Date	11/20/2023	Checking 10100	<b>Total \$1,507.35</b>
<u>Refer</u>	3984 <u>INSPECTRON, INC.</u>	-	
Cash Payment	E 101-42400-305 Building Permits	Aug Perm/Insp	\$19,970.83
Invoice	1056 9/7/2023		
Transaction Date	11/20/2023	Checking 10100	<b>Total \$19,970.83</b>
<u>Refer</u>	3985 <u>KIMBALL PARTS CITY</u>	-	
Cash Payment	E 602-49450-221 Equipment Parts	Sewer Supplies	\$19.95
Invoice	129-472983 10/18/2023		
Cash Payment	E 602-49450-221 Equipment Parts	Sewer Supplies	\$209.99
Invoice	129-472994 10/18/2023		
Cash Payment	E 602-49450-220 Repair/Maint Supply (G	Sewer Supplies	\$11.49
Invoice	129-473074 10/19/2023		
Cash Payment	E 101-43100-221 Equipment Parts	Plow Truck Parts	\$64.16
Invoice	129-473373 10/25/2023		
Cash Payment	E 200-42200-222 Vehicle Maintenance	Fire Dept Supplies	\$25.98
Invoice	129-472380 10/10/2023		
Cash Payment	E 200-42200-222 Vehicle Maintenance	Fire Dept Supplies	\$7.39
Invoice	129-473458 10/26/2023		
Transaction Date	11/20/2023	Checking 10100	<b>Total \$338.96</b>
<u>Refer</u>	3986 <u>MENARDS</u>	-	
Cash Payment	E 101-43100-220 Repair/Maint Supply (G	Shop Supplies	\$138.08
Invoice	21436 11/3/2023		
Cash Payment	E 101-43100-221 Equipment Parts	Public Works Supplies	\$305.07
Invoice	21781 11/8/2023		
Transaction Date	11/20/2023	Checking 10100	<b>Total \$443.15</b>

**City of Kimball**  
**Payments**

Current Period: November 2023

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Fund Summary

	10100 Checking
101 GENERAL FUND	\$20,537.14
200 FIRE/RESCUE FUND	\$33.37
602 SEWER FUND	\$1,689.78
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	\$22,260.29

Pre-Written Checks	\$1,507.35
Checks to be Generated by the Computer	\$20,752.94
Total	<hr/>
	\$22,260.29