

Council Meeting
December 1, 2015

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

Councilmembers present: Tammy Konz, Eric Loewen, Aaron Dahlinger and Paula Capes; Joe Krippner arrived at 6:37pm

Others present: Mike Schneider, Ashley Sanquist, Robert Sanquist, Adam Sanquist, Jeff Orbeck, Marcia Mahlum, Leslie Arnold, Jean Matua and Tim Zipoy

Motion made by Eric Loewen and seconded by Aaron Dahlinger to approve the addendum of utility accounts to the agenda; motion carried

Councilmember Joe Krippner absent

Motion made by Paula Capes and seconded by Aaron Dahlinger to approve the claims; motion carried

Councilmember Joe Krippner absent

Motion made by Eric Loewen and seconded by Paula Capes to remove Item #1 from the Consent Agenda and approve the following Consent Agenda Items:

1. ~~Minutes of the August 17, 2015 Special Meeting~~
2. Minutes of the November 17, 2015 Council Meeting
3. Shut-off Delinquent Utilities December 17, 2015
4. Resolution No. 12012015A Resolution Accepting Donation Received
5. Resolution No. 12012015B Resolution Authorizing 2016 Cigarette License Renewals
6. Resolution No. 12012015C Resolution Authorizing 2016 Liquor License Renewals
7. Resolution No. 12012015D Resolution Providing Authorization to Write-off Uncollectable Water, Sewer and Garbage Utilities
8. Resolution No. 12012015E Police Officer Declaration

motion carried

Councilmember Joe Krippner absent

Mayor Konz opened the Truth-in-Taxation Public Hearing at 6:32pm

Jeff Orbeck received his statement of proposed property taxes for his property located at 221 Maus Dr W; they increased 159.2%. The City Clerk explained that this is most likely due to his convenience store improvements increasing the valuation of his property; for taxes payable in 2015 the property was valued at \$190,700 and for taxes payable in 2016 the property is valued at \$434,900.

Councilmember Joe Krippner arrived at 6:37pm

The Council reviewed Mr. Orbeck's notice and determined that the overall increase is 159.2%; of that the City's increase is approximately 165.5%. Mayor Konz explained that these figures are based off of preliminary tax levy numbers and the Council will be finalizing the 2016 budget and

property tax levy later in the meeting; the final budget and tax levy cannot be higher than the preliminary but can be lower. The City Clerk informed Mr. Orbeck that he could speak with the County Assessor's Office, but would most likely need to come to the Board of Appeal and Equalization Hearing that occurs in April/May each year as that is when property valuations are discussed.

No other members of the public wished to speak.

Motion made by Paula Capes and seconded by Joe Krippner to close the Truth-in-Taxation Public Hearing at 6:45pm; motion carried

Officer Sanquist gave the monthly police report; she will be working on putting together a report layout for 2016. Mayor Konz asked for an update on Nuisance Violations; the City Clerk stated she had spoken with the City Attorney earlier and he is preparing letters for the final 3 properties that have not been cleaned up or made the necessary repairs. Fairhaven Township meets on December 7; Councilmembers Capes and Krippner will try to attend.

Vote Yes Committee members Marcia Mahlum and Leslie Arnold spoke with the Council about the outcome of the School election; question 1 passed and questions 2 & 3 did not pass. Committee members have been contacting families and voters to find out what they will and will not support. There will be a Public Forum on December 16 at 6pm with information about the possibility of having an election in February; those in attendance can also tour the School starting at 5pm (this meeting was later changed to take place December 9 instead of December 16). If there is an election in February and the voters pass the question construction could start as soon as school is done for the year and the space could be used in the fall already.

Fire Dept. Chief Mike Schneider informed the Council that the Fire Dept. had responded to 158 calls this year; in 2014 they responded to 128 calls. Those present discussed an ordinance regarding no parking on certain City streets; Chief Schneider will drive around to determine possible streets that should be no parking.

The Personnel Committee has not yet determined 2016 wages.

The Council discussed the shelter rental agreement for Willow Creek Park. Mayor Konz will speak with the Kimball Lions President in regards to having a separate rental form for Lions members.

Those present discussed the events planned for Saturday, December 12; the Canadian Pacific Holiday Train will be stopping at Willow Creek Park at 8:55pm and performing from 9:00pm-9:30pm.

The Council discussed water and sewer rates for 2016.

Motion made by Joe Krippner and seconded by Paula Capes to adopt Resolution No. 12012015F Resolution to Amend City Ordinance Section 215 – Schedule of Fees; motion carried

Those voting in favor: Tammy Konz, Joe Krippner, Eric Loewen, Aaron Dahlinger and Paula Capes

Those voting against: none

Those absent: none

The Council reviewed 2 utility accounts with late fees applied to them; the City Clerk will inform the residents that they must appear before the Council if they would like the Council to consider waiving the late fees.

Council meetings for the 2016 calendar year will be as follows: January 5, February 2, March 8, April 5, May 3, June 7, July 12, August 1 & 16, September 6 & 20, October 4 & 18, November 1 & 15 and December 6 & 20; employee meetings will be the 1st Thursday of each month.

The Council discussed the 2016 budget and property tax levy and made adjustments as needed. They will be using some of the committed funds towards the purchase of a new police squad; this means the City will not have to levy for 100% of the cost. The Council figured in a 2.5% wage increase; actual figures will be determined later.

Motion made by Eric Loewen and seconded by Paula Capes to adopt Resolution No. 12012015G Resolution Adopting the Final 2016 Property Tax Levy and Budget; motion carried

Those voting in favor: Tammy Konz, Joe Krippner, Eric Loewen, Aaron Dahlinger and Paula Capes

Those voting against: none

Those absent: none

Motion made by Eric Loewen and seconded by Paula Capes to set up township liaisons to attend township meetings no less than every 3 months; motion carried

Motion made by Eric Loewen and seconded by Aaron Dahlinger to adjourn at 9:22pm; motion carried

Respectfully submitted by Nicole Pilarski

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Payments

Current Period: November 2015

Batch Name 112015Claims Payment Computer Dollar Amt \$370.43 Posted

Refer	7742 MEEKER COOPERATIVE	Ck# 038014 11/20/2015	
Cash Payment	E 602-49450-381 Electric Utilities	WWTP Electricity	\$187.00
Invoice	11/12/2015		
Cash Payment	E 602-49450-381 Electric Utilities	Heritage Park Lift Station	\$60.00
Invoice	11/12/2015		
Cash Payment	E 602-49450-381 Electric Utilities	Scheeler Lift Station	\$64.43
Invoice	11/12/2015		
Cash Payment	E 101-43100-381 Electric Utilities	Street Light	\$14.75
Invoice	11/12/2015		
Cash Payment	E 101-43100-381 Electric Utilities	Street Light	\$14.75
Invoice	11/12/2015		
Cash Payment	E 101-43100-381 Electric Utilities	Street Light	\$14.75
Invoice	11/12/2015		
Cash Payment	E 101-43100-381 Electric Utilities	Street Light	\$14.75
Invoice	11/12/2015		
Transaction Date	11/20/2015	Due 0 Checking 10100	Total \$370.43

Fund Summary

602 SEWER FUND	10100 Checking	\$311.43
101 GENERAL FUND		\$59.00
		\$370.43

Pre-Written Checks	\$370.43
Checks to be Generated by the Computer	\$0.00
Total	\$370.43

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Payments

Current Period: December 2015

Batch Name	120115Claims Payment	Computer Dollar Amt	\$151,237.20	Posted
Refer	7743 <i>SPRINT</i>	<u>Ck# 038035 12/1/2015</u>		
Cash Payment	E 101-42110-321 Telephone	POLICE LAPTOPS		\$79.98
Invoice	325068815-096 11/18/2015			
Transaction Date	11/24/2015	Due 0 Checking 10100	Total	\$79.98
Refer	7744 <i>MINNESOTA DEPT OF HEALTH</i>	<u>Ck# 038031 12/1/2015</u>		
Cash Payment	E 601-49400-388 Connection Fee	4th Qtr Connection Fee		\$478.00
Invoice				
Transaction Date	11/24/2015	Due 0 Checking 10100	Total	\$478.00
Refer	7745 <i>TRI-COUNTY NEWS</i>	<u>Ck# 038036 12/1/2015</u>		
Cash Payment	E 101-41000-351 Legal Notices Publishing	Repeal Ord 630		\$38.50
Invoice	TCN1511232 11/11/2015			
Transaction Date	11/24/2015	Due 0 Checking 10100	Total	\$38.50
Refer	7746 <i>OFFICE DEPOT</i>	<u>Ck# 038032 12/1/2015</u>		
Cash Payment	E 101-42110-207 Computer/Printer/Copier	Police Printer Ink		\$95.46
Invoice	805412270001 11/12/2015			
Cash Payment	E 101-41000-200 Office Supplies	Office Supplies		\$31.99
Invoice	805412270001 11/12/2015			
Transaction Date	11/24/2015	Due 0 Checking 10100	Total	\$127.45
Refer	7747 <i>ARNOLDS OF KIMBALL</i>	<u>Ck# 038021 12/1/2015</u>		
Cash Payment	E 101-45200-222 Vehicle Maintenance	Ballfield Mower Parts		\$11.37
Invoice	KC38087 11/3/2015			
Transaction Date	11/24/2015	Due 0 Checking 10100	Total	\$11.37
Refer	7748 <i>CODE 4 SERVICES LLC</i>	<u>Ck# 038025 12/1/2015</u>		
Cash Payment	E 101-42110-500 Capital Outlay (GENERAL)	Police - New Squad Equipment	\$5,924.79	
Invoice	2219 11/11/2015			
Transaction Date	11/24/2015	Due 0 Checking 10100	Total	\$5,924.79
Refer	7749 <i>AT&T</i>	<u>Ck# 000699E 12/3/2015</u>		
Cash Payment	E 101-42110-321 Telephone	Police Chief Cell Phone		\$82.97
Invoice	11172015 11/10/2015			
Cash Payment	E 101-42110-321 Telephone	Police Laptop		\$41.24
Invoice	11172015 11/10/2015			
Cash Payment	E 101-43100-321 Telephone	Public Works Cell Phone		\$41.49
Invoice	11172015 11/10/2015			
Cash Payment	E 601-49400-321 Telephone	Water Cell Phone		\$20.74
Invoice	11172015 11/10/2015			
Cash Payment	E 602-49450-321 Telephone	Sewer Cell Phone		\$20.74
Invoice	11172015 11/10/2015			
Transaction Date	11/24/2015	Due 0 Checking 10100	Total	\$207.18
Refer	7750 <i>KONZ, TAMMY</i>	<u>Ck# 038029 12/1/2015</u>		
Cash Payment	E 101-45200-440 Refund of Shelter Deposit	Refund of 11/1 Shelter Deposit		\$50.00
Invoice				
Transaction Date	11/24/2015	Due 0 Checking 10100	Total	\$50.00
Refer	7751 <i>GRANITE ELECTRONICS</i>	<u>Ck# 038028 12/1/2015</u>		
Cash Payment	E 101-42500-210 Operating Supplies	Siren Repairs		\$200.15
Invoice	109000119-1 11/3/2015			

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Payments

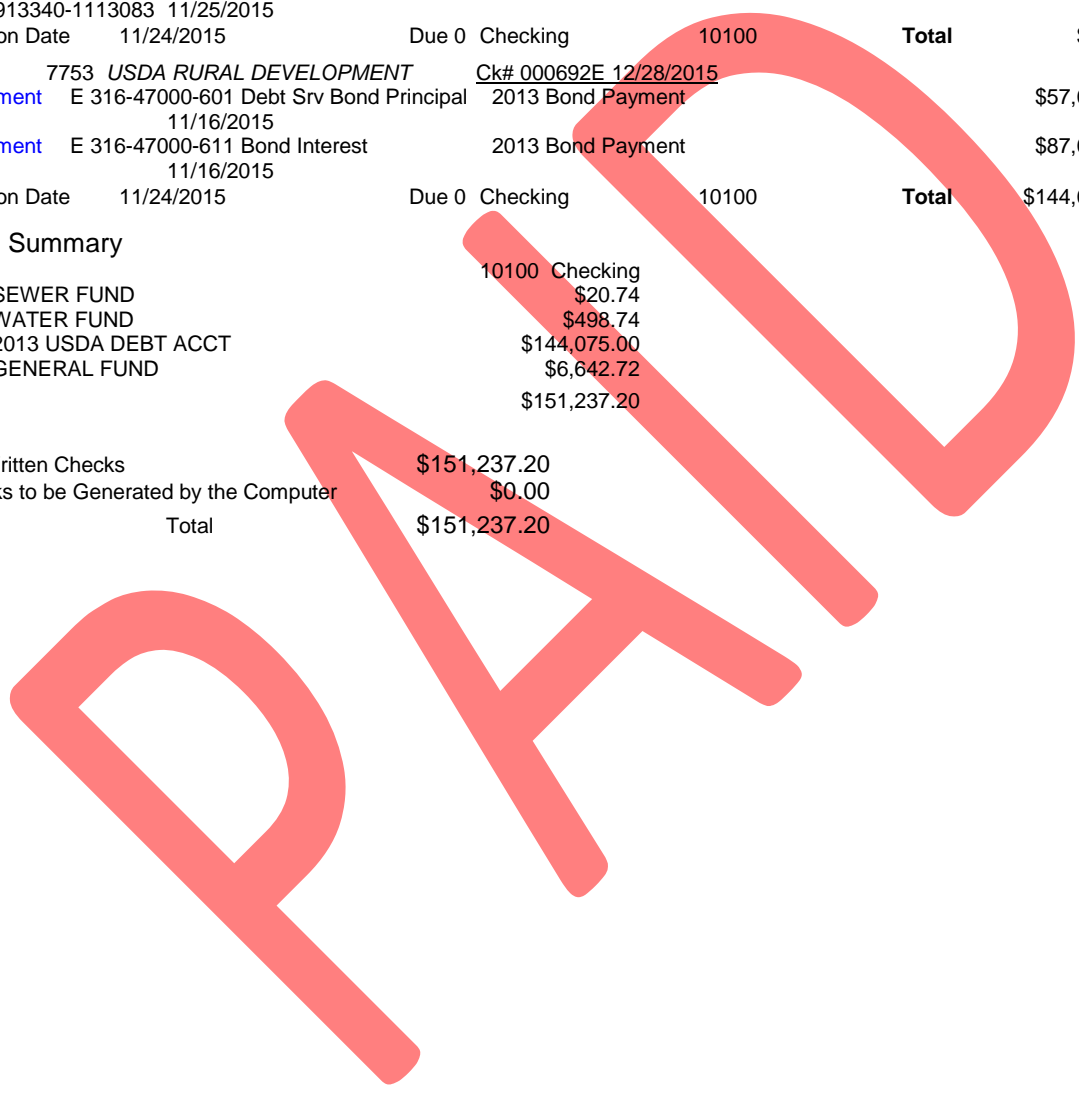
Current Period: December 2015

Transaction Date	11/24/2015	Due 0	Checking	10100	Total	\$200.15
Refer	7752 COLONIAL LIFE					
Cash Payment	G 101-21710 Other Deductions					\$44.78
Invoice	3913340-1113083 11/25/2015					
Transaction Date	11/24/2015	Due 0	Checking	10100	Total	\$44.78
Refer	7753 USDA RURAL DEVELOPMENT					
Cash Payment	E 316-47000-601 Debt Srv Bond Principal					\$57,000.00
Invoice	11/16/2015					
Cash Payment	E 316-47000-611 Bond Interest					\$87,075.00
Invoice	11/16/2015					
Transaction Date	11/24/2015	Due 0	Checking	10100	Total	\$144,075.00

Fund Summary

	10100	Checking	
602 SEWER FUND		\$20.74	
601 WATER FUND		\$498.74	
316 2013 USDA DEBT ACCT		\$144,075.00	
101 GENERAL FUND		\$6,642.72	
		\$151,237.20	

Pre-Written Checks	\$151,237.20
Checks to be Generated by the Computer	\$0.00
Total	\$151,237.20



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Payments

Current Period: December 2015

Batch Name	120115Claim2 Payment	Computer Dollar Amt	\$14,673.59	Posted
Refer	7759 BORMAN, ROSE	Ck# 038023 12/1/2015		
Cash Payment	E 101-41000-300 Professional Svcs	City Hall Cleaning		\$75.00
Invoice	11/30/2015			
Cash Payment	E 101-45500-300 Professional Svcs	Library Cleaning		\$75.00
Invoice	11/30/2015			
Transaction Date	12/1 /2015	Due 0 Checking 10100	Total	\$150.00
Refer	7760 PRIMARY PRODUCTS COMPANY	Ck# 038033 12/1/2015		
Cash Payment	E 200-42200-210 Operating Supplies	Fire Dept Supplies		\$79.52
Invoice	57556 11/23/2015			
Transaction Date	12/1 /2015	Due 0 Checking 10100	Total	\$79.52
Refer	7761 STEARNS COUNTY AUDITOR-	Ck# 000698E 12/1/2015		
Cash Payment	E 101-41910-430 Miscellaneous (GENERAL)	Zoning Beacon Service		\$1.30
Invoice	26658720 12/1/2015			
Transaction Date	12/1 /2015	Due 0 Checking 10100	Total	\$1.30
Refer	7762 WIDSETH SMITH NOLTING &	Ck# 038038 12/1/2015		
Cash Payment	E 101-45200-303 Engineering Fees	Ballteam Engineering		\$1,200.00
Invoice	105733 9/25/2015			
Transaction Date	12/1 /2015	Due 0 Checking 10100	Total	\$1,200.00
Refer	7763 BOUND TREE MEDICAL	Ck# 038024 12/1/2015		
Cash Payment	E 200-42200-210 Operating Supplies	Fire Dept Supplies		\$305.75
Invoice	81977563 11/23/2015			
Transaction Date	12/1 /2015	Due 0 Checking 10100	Total	\$305.75
Refer	7764 XCEL ENERGY	Ck# 038039 12/1/2015		
Cash Payment	E 101-42110-381 Electric Utilities	Police Bldg Electricity		\$84.13
Invoice	0598108416 11/25/2015			
Cash Payment	E 101-45200-381 Electric Utilities	Hockey Rink Electricity		\$14.43
Invoice	0598092129 11/25/2015			
Cash Payment	E 101-41000-381 Electric Utilities	City Hall Electricity		\$152.31
Invoice	0598068760 11/25/2015			
Cash Payment	E 101-45200-381 Electric Utilities	Ballpark Electricity		\$12.63
Invoice	0598063829 11/25/2015			
Cash Payment	E 101-41000-381 Electric Utilities	Community Billboard Electricity		\$126.68
Invoice	0597770686 11/24/2015			
Cash Payment	E 101-43100-381 Electric Utilities	Flasher Light		\$41.98
Invoice	0597860982 11/24/2015			
Cash Payment	E 101-45200-381 Electric Utilities	Lions Park Electricity		\$17.55
Invoice	0597880189 11/24/2015			
Cash Payment	E 601-49400-381 Electric Utilities	Water Tower Lights		\$102.54
Invoice	0597877742 11/24/2015			
Cash Payment	E 200-42200-381 Electric Utilities	Fire Hall Electricity		\$155.03
Invoice	0597904165 11/24/2015			
Cash Payment	E 601-49400-381 Electric Utilities	Water Plant Electricity		\$14.59
Invoice	597568141 11/23/2015			
Cash Payment	E 101-43100-381 Electric Utilities	Street Light		\$14.59
Invoice	597568440 11/23/2015			
Cash Payment	E 101-43100-381 Electric Utilities	Public Works Electricity		\$8.53
Invoice	597568606 11/23/2015			

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Payments

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Cash Payment	E 101-42500-381 Electric Utilities	Civil Defense Electricity			\$3.53
Invoice	597568061	11/23/2015			
Transaction Date	12/1 /2015	Due 0	Checking	10100	Total \$748.52
Refer	7765 FAIRHAVEN ELECTRIC CORP	<u>Ck# 038027 12/1/2015</u>			
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	Park Shelter Light Repairs			\$244.72
Invoice	17845	11/25/2015			
Transaction Date	12/1 /2015	Due 0	Checking	10100	Total \$244.72
Refer	7766 US BANK EQUIPMENT FINANCE	<u>Ck# 038037 12/1/2015</u>			
Cash Payment	E 101-41000-414 Data Processing Equip	Copier Lease			\$404.67
Invoice	292440799	11/22/2015			
Transaction Date	12/1 /2015	Due 0	Checking	10100	Total \$404.67
Refer	7767 ARVIG	<u>Ck# 038022 12/1/2015</u>			
Cash Payment	E 602-49450-321 Telephone	Scheeler Lift Station Telephon			\$39.80
Invoice		11/22/2015			
Cash Payment	E 601-49400-321 Telephone	Water Plant Alarm			\$39.74
Invoice		11/22/2015			
Cash Payment	E 101-42110-321 Telephone	Police Computer Line			\$39.74
Invoice		11/22/2015			
Cash Payment	E 101-42110-321 Telephone	Police Telephone & Fax			\$84.33
Invoice		11/22/2015			
Cash Payment	E 101-42500-321 Telephone	Civil Defense Telephone			\$39.74
Invoice		11/22/2015			
Cash Payment	E 200-42200-321 Telephone	Fire Dept Telephone			\$88.64
Invoice		11/22/2015			
Cash Payment	E 101-41000-321 Telephone	City Hall Telephone			\$97.65
Invoice		11/22/2015			
Cash Payment	E 101-41000-321 Telephone	City Hall Fax			\$94.91
Invoice		11/22/2015			
Cash Payment	E 601-49400-321 Telephone	Water Plant Alarm			\$41.74
Invoice		11/22/2015			
Transaction Date	12/1 /2015	Due 0	Checking	10100	Total \$566.29
Refer	7768 SEH	<u>Ck# 038034 12/1/2015</u>			
Cash Payment	E 319-47000-303 Engineering Fees	Maus Dr Engineering			\$7,802.13
Invoice	306240	11/10/2015			
Cash Payment	E 101-41910-303 Engineering Fees	Heritage House Engineering			\$2,065.49
Invoice	306556	11/11/2015			
Cash Payment	E 101-43100-303 Engineering Fees	General Engineering			\$26.40
Invoice	306556	11/11/2015			
Cash Payment	E 601-49400-303 Engineering Fees	Water Engineering			\$82.00
Invoice	306556	11/11/2015			
Cash Payment	E 101-41910-303 Engineering Fees	Heritage House Engineering			\$196.80
Invoice	306556	11/11/2015			
Transaction Date	12/1 /2015	Due 0	Checking	10100	Total \$10,172.82
Refer	7769 MEHR, BRIAN	<u>Ck# 038030 12/1/2015</u>			
Cash Payment	E 601-49400-300 Professional Srvs	Visits Weeks of 11/1, 11/8, 11/15 & 11/22			\$400.00
Invoice	Nov-15	11/30/2015			
Cash Payment	E 602-49450-300 Professional Srvs	Visits Weeks of 11/1, 11/8, 11/15 & 11/22			\$400.00
Invoice	Nov-15	11/30/2015			
Transaction Date	12/1 /2015	Due 0	Checking	10100	Total \$800.00

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Fund Summary

602 SEWER FUND	10100 Checking	\$439.80
601 WATER FUND		\$680.61
319 2015 MAUS DR CONST ACCT		\$7,802.13
200 FIRE/RESCUE FUND		\$628.94
101 GENERAL FUND		\$5,122.11
		\$14,673.59

Pre-Written Checks	\$14,673.59
Checks to be Generated by the Computer	\$0.00
Total	\$14,673.59

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