

Council Meeting
December 4, 2023

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

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

Others present: Josh Eastridge and Brenda Lodermeier

Motion made by Kyle Christensen and seconded by Jody Orbeck to approve the following addendums to the agenda: Consent Item #7 – Shut-off Delinquent Utilities December 11, 2023; City Hall roof and front steps and removal of Stearns County Sheriff's Department and Public Works Department from the agenda; motion carried

Councilmember Steven Dahlager absent

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

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

1. Minutes of the November 20, 2023 Council Meeting
2. Resolution No. 12042023A A Resolution Authorizing the Transfer of Funds
3. Resolution No. 12042023B Resolution Accepting Donation Received
4. Resolution No. 12042023C A Resolution Authorizing the Transfer of Funds
5. Resolution No. 12042023D A Resolution to Commit Fund Balance
6. Resolution No. 12042023E Resolution Authorizing 2024 Liquor License Renewals
7. Shut-off Delinquent Utilities December 11, 2023

motion carried

Councilmember Steven Dahlager absent

Mayor Davis closed the regular portion of the meeting and opened the Public Hearing for the Amendment of City Ordinance 1170 – Parking at 5:34pm.

No public comments were received.

Mayor Davis closed the Public Hearing for the Amendment of City Ordinance 1170 – Parking and reopened the regular portion of the meeting at 5:35pm.

The Council discussed the proposed ordinance amendment.

Councilmember Christensen introduced the amendment to City Ordinance 1170 – Parking for adoption and Councilmember Stelten seconded the amendment for adoption.

Motion made by Cindy Stelten and seconded by Kyle Christensen to Resolution No. 12042023F Resolution to Amend City Ordinance 1170 – Parking, Section 1170.02: General Provisions; motion carried

Those voting in favor: Karla Davis, Jody Orbeck, Kyle Christensen and Cindy Stelten

Those voting against: none

Those absent: Steven Dahlager

Mayor Davis closed the regular portion of the meeting and opened the Public Hearing for the Adoption of Ordinance 1306 - An Ordinance of the City of Kimball, Minnesota, Assigning a New Street Address for Property PID #60.34428.0063 at 5:39pm.

No public comments were received.

The Council questioned if the address was being changed due to the driveway being on a different street.

The City Clerk explained that the parcel of property was addressed incorrectly per the City's Ordinance, but that the driveway would be on Newspaper Run instead of Publishers Dr.

Mayor Davis closed the Public Hearing for the Adoption of Ordinance 1306 - An Ordinance of the City of Kimball, Minnesota, Assigning a New Street Address for Property PID #60.34428.0063 and reopened the regular portion of the meeting at 5:40pm.

Motion made by Jody Orbeck and seconded by Kyle Christensen to Resolution No. 12042023G Resolution Enacting Ordinance 1306 Titled Assigning a New Street Address for Property PID# 60.34428.0063; motion carried

Those voting in favor: Karla Davis, Jody Orbeck, Kyle Christensen and Cindy Stelten

Those voting against: none

Those absent: Steven Dahlager

Josh Eastridge spoke with the Council about the manhole on Cherry St south of Linden Ave; it is worse than last year. He is also wondering why the stop sign(s) at the intersection have not yet been changed to allow the for the garbage company to not get stuck when going uphill. Staff will discuss options for that intersection with the City Engineer again and look at the manhole.

Brenda Lodermeier, Advocates for Health representative, spoke with the Council about outdoor AED stations and gave a demonstration on how they work. They cost \$7,500 for the cabinet unit and AED and there is a \$600 annual maintenance fee.

Mayor Davis closed the regular portion of the meeting and opened the Truth-in-Taxation hearing at 6:23pm.

No public comments were received.

Mayor Davis closed the Truth-in-Taxation hearing and reopened the regular portion of the meeting at 6:24pm.

The Council would like to keep the same meeting schedule for next year; the City Clerk will put that together for the next meeting for approval.

Motion made by Cindy Stelten and seconded by Jody Orbeck to adopt Resolution No. 12042023H Resolution Updating the City of Kimball's Cell Phone Protocol & Policy; motion carried
Those voting in favor: Karla Davis, Jody Orbeck, Kyle Christensen and Cindy Stelten
Those voting against: none
Those absent: Steven Dahlager

The Council discussed the new earned sick and safe time leave that will go into effect on January 1st; full-time regular employees can get the minimum of 6-days (48-hours/year) and all other employees will accrue at the state requirement. The like the sample from the City of Stacy for the Fire Dept.

Motion made by Cindy Stelten and seconded by Kyle Christensen to approve the Landowner Permit for Central Lakes Snowmobile Club; motion carried
Councilmember Steven Dahlager absent

The Council discussed the bill from West Central Sanitation received for City Cleanup Day; the Clerk told Mr. Bertram to come to a Council meeting. Mayor Davis will contact him about the bill and picking up the carts in the alley between Main St and Oak St and the trash pickups on Cherry St S.

Motion made by Kyle Christensen and seconded by Jody Orbeck to adopt the following Resolutions: Resolution No. 12042023I A Resolution to Commit Fund Balance, Resolution No. 12042023J A Resolution to Commit Fund Balance, Resolution No. 12042023K A Resolution to Commit Fund Balance and Resolution No. 12042023M A Resolution to Commit Fund Balance; motion carried
Those voting in favor: Karla Davis, Jody Orbeck, Kyle Christensen and Cindy Stelten
Those voting against: none
Those absent: Steven Dahlager

Motion made by Kyle Christensen and seconded by Cindy Stelten to adopt Resolution No. 12042023L Resolution to Amend City Ordinance Section 215 – Schedule of Fees; motion carried
Those voting in favor: Karla Davis, Jody Orbeck, Kyle Christensen and Cindy Stelten
Those voting against: none
Those absent: Steven Dahlager

Councilmember Stelten discussed her attendance at the Stearns County Park Meeting; there was discussion in regard to having bike trails around the whole County. Lori Rice is very involved, as is Margaret Arnold. John Stein was also in attendance.

The Council discussed putting together a Park Committee for next year and having the Deputy Clerk write grants.

She also discussed with Margaret Arnold and Carla Asfeld about having someone come to look at where to place presentation equipment in the community room at the library.

Councilmember Stelten was contacted by the Historical Society about getting the roof and cupola taken care of along with the front steps. Mayor Davis suggested having the Deputy Clerk contact roofing companies regarding the cupola. The City Clerk explained that that City is still waiting on the finalization of the MnDOT TH15 project for the front steps.

Motion made by Kyle Christensen and seconded by Jody Orbeck to adjourn at 8:03pm; motion carried
Councilmember Steven Dahlager absent

Respectfully submitted by Nicole Pilarski

City of Kimball

Payments

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Current Period: November 2023

Payments Batch 11292023Claims				\$4,440.46
Refer	3987 U.S. BANK	Ck# 002678E	11/29/2023	
Cash Payment	E 101-41000-322 Postage	Nuisance Postage		\$6.45
Invoice	402 10/17/2023			
Cash Payment	E 601-49400-223 Building Repair Supplies	Water Plant Thermostat		\$53.68
Invoice	622 10/30/2023			
Cash Payment	E 450-41000-500 Capital Outlay (GENER	Holiday Lights for Hwy 15 Light Poles		\$447.59
Invoice	WM51245431 10/7/2023			
Cash Payment	E 450-41000-500 Capital Outlay (GENER	Credit Returned Item for Hwy 15 Holiday Light Poles		-\$18.85
Invoice	WM51245431CM 10/8/2023			
Cash Payment	E 101-41000-570 Office Equip and Furnis	New City Server		\$1,561.47
Invoice	2009557896445 11/7/2023			
Cash Payment	E 602-49450-240 Small Tools and Minor E	Sewer Supplies - Trash Pump/Hoses		\$1,178.46
Invoice	481653 10/19/2023			
Cash Payment	E 601-49400-210 Operating Supplies (GE	Shop Supplies		\$6.42
Invoice	2359856 10/18/2023			
Cash Payment	E 601-49400-240 Small Tools and Minor E	Water Supplies		\$158.97
Invoice	111-3832537-219 10/30/2023			
Cash Payment	E 601-49400-201 Clothing Allowances	PPE		\$276.59
Invoice	10/24/2023			
Cash Payment	E 602-49450-201 Clothing Allowances	PPE		\$276.60
Invoice	10/24/2023			
Cash Payment	E 101-43100-201 Clothing Allowances	PPE		\$276.60
Invoice	10/24/2023			
Cash Payment	E 601-49400-216 Chemicals and Chem Pr	Water Chemicals		\$108.61
Invoice	WEBFWS100465 11/7/2023			
Transaction Date	11/20/2023	Checking	10100	Total \$4,332.59
Refer	3988 MADISON NATIONAL LIFE			
Cash Payment	E 101-45200-134 Employer Paid Life	Parks STD & LTD		\$4.82
Invoice	1592779 11/20/2023			
Cash Payment	E 101-43100-134 Employer Paid Life	Public Works STD & LTD		\$15.62
Invoice	1592779 11/20/2023			
Cash Payment	E 601-49400-134 Employer Paid Life	Water STD & LTD		\$16.96
Invoice	1592779 11/20/2023			
Cash Payment	E 602-49450-134 Employer Paid Life	Sewer STD & LTD		\$15.04
Invoice	1592779 11/20/2023			
Cash Payment	E 200-42200-134 Employer Paid Life	Fire STD & LTD		\$3.46
Invoice	1592779 11/20/2023			
Cash Payment	E 101-41400-134 Employer Paid Life	Clerk STD & LTD		\$38.11
Invoice	1592779 11/20/2023			
Cash Payment	E 101-41910-134 Employer Paid Life	Zoning STD & LTD		\$13.86
Invoice	1592779 11/20/2023			
Transaction Date	11/29/2023	Checking	10100	Total \$107.87

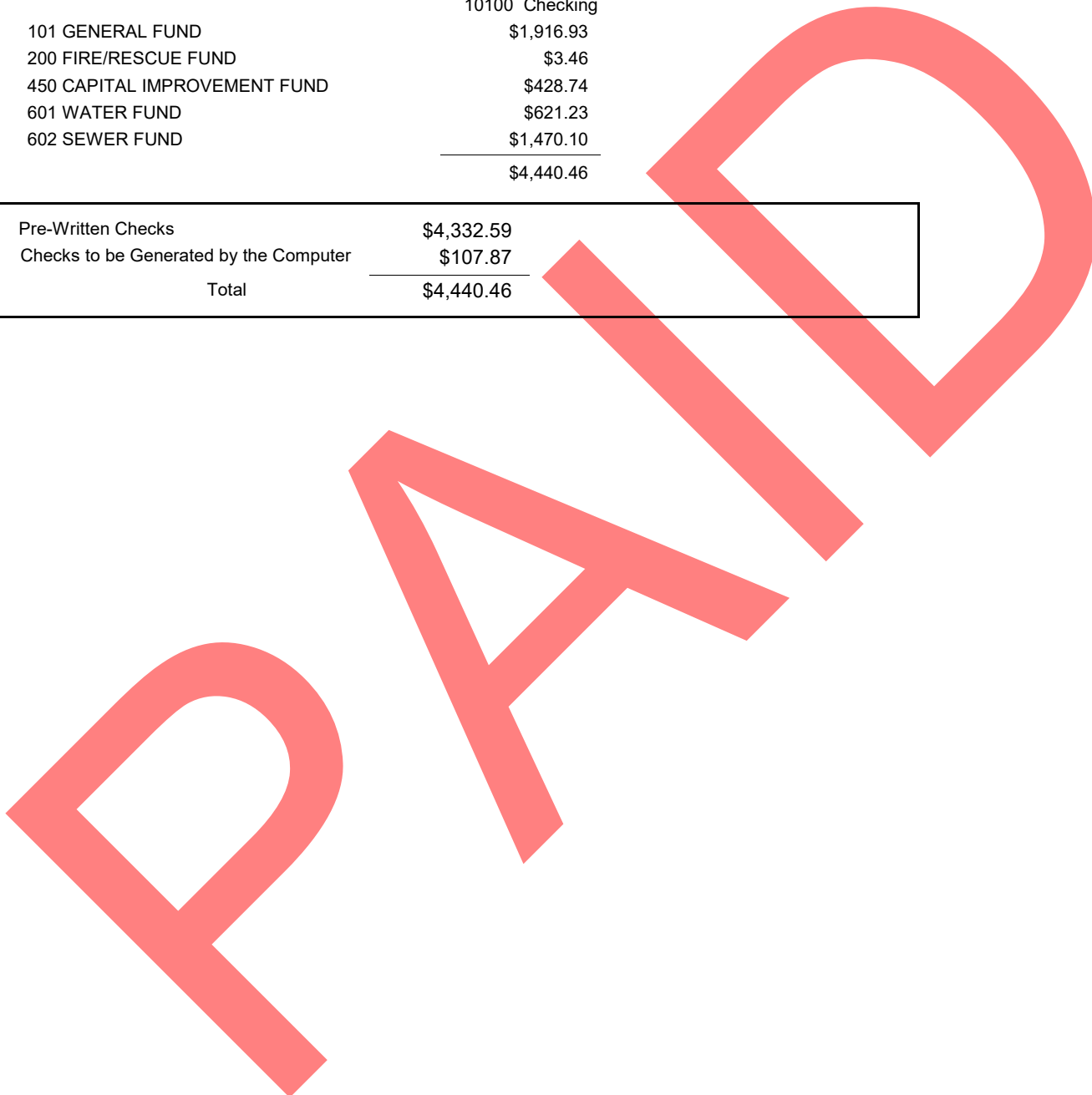
City of Kimball
Payments

Current Period: November 2023

Fund Summary

	10100 Checking
101 GENERAL FUND	\$1,916.93
200 FIRE/RESCUE FUND	\$3.46
450 CAPITAL IMPROVEMENT FUND	\$428.74
601 WATER FUND	\$621.23
602 SEWER FUND	\$1,470.10
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	\$4,440.46

Pre-Written Checks	\$4,332.59
Checks to be Generated by the Computer	\$107.87
Total	<hr/>
	\$4,440.46



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Payments

Current Period: December 2023

Payments Batch 12042023Claims		\$112,083.43	
Refer	3990 <i>Harvest Bank</i>	<u>12/1/2023</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 200-42200-131 Employer Paid Health	Nicole Pilarski HSA	\$11.25
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			
Transaction Date	12/1/2023	Checking 10100	Total \$225.00
Refer	3991 <i>Harvest Bank</i>	<u>12/1/2023</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	12/1/2023	Checking 10100	Total \$225.00
Refer	3992 <i>STEARNS COUNTY AUDITOR-TRE</i>	<u>12/1/2023</u>	
Cash Payment	E 101-42110-300 Professional Svcs (GEN	Sheriff Dept. Contract Hours 01/01/2023-06/30/2023	\$101,504.00
Invoice	2023-00000058A 8/9/2023		
Transaction Date	12/3/2023	Checking 10100	Total \$101,504.00
Refer	3993 <i>HEALTH PARTNERS</i>	<u>12/1/2023</u>	
Cash Payment	E 101-43100-133 Employer Paid Dental	Public Works Dental	\$23.33
Invoice	497166995074 11/10/2023		
Cash Payment	E 101-45200-133 Employer Paid Dental	Parks Dental	\$7.20
Invoice	497166995074 11/10/2023		
Cash Payment	E 101-41400-133 Employer Paid Dental	Clerk Dental	\$31.69
Invoice	497166995074 11/10/2023		
Cash Payment	E 200-42200-133 Employer Paid Dental	Fire Dental	\$2.88
Invoice	497166995074 11/10/2023		
Cash Payment	E 601-49400-133 Employer Paid Dental	Water Dental	\$20.75
Invoice	497166995074 11/10/2023		
Cash Payment	E 602-49450-133 Employer Paid Dental	Sewer Dental	\$17.88
Invoice	497166995074 11/10/2023		
Cash Payment	E 101-41400-131 Employer Paid Health	Clerk Health	\$294.16
Invoice	497166995074 11/10/2023		
Cash Payment	E 200-42200-131 Employer Paid Health	Fire Health	\$26.74
Invoice	497166995074 11/10/2023		
Cash Payment	E 101-43100-131 Employer Paid Health	Public Works Health	\$594.45
Invoice	497166995074 11/10/2023		

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Payments

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Cash Payment	E 101-45200-131	Employer Paid Health	Parks Health	\$183.47
Invoice	497166995074	11/10/2023		
Cash Payment	E 601-49400-131	Employer Paid Health	Water Health	\$435.11
Invoice	497166995074	11/10/2023		
Cash Payment	E 602-49450-131	Employer Paid Health	Sewer Health	\$361.76
Invoice	497166995074	11/10/2023		
Cash Payment	G 101-21706	Hospitalization/Medical Ins	Public Works Health	\$182.80
Invoice	497166995074	11/10/2023		
Cash Payment	E 101-41910-131	Employer Paid Health	Zoning Health	\$106.97
Invoice	497166995074	11/10/2023		
Cash Payment	E 101-41910-133	Employer Paid Dental	Zoning Dental	\$11.53
Invoice	497166995074	11/10/2023		
Transaction Date	12/3/2023	Checking	10100	Total \$2,300.72
Refer	3994	U.S. POSTAL SERVICE	-	
Cash Payment	E 200-42200-322	Postage	Fire Dept PO Box	\$70.00
Invoice		11/30/2023		
Transaction Date	12/3/2023	Checking	10100	Total \$70.00
Refer	3995	KIMBALL LIONS	-	
Cash Payment	E 101-41000-437	Other Miscellaneous	Holiday Wreaths	\$70.00
Invoice		11/27/2023		
Transaction Date	12/3/2023	Checking	10100	Total \$70.00
Refer	3996	MARCO TECHNOLOGIES LLC 2	-	
Cash Payment	E 101-41000-300	Professional Svcs (GEN	Monthly Shredding Pickup	\$42.50
Invoice	INV11875686	11/21/2023		
Transaction Date	12/3/2023	Checking	10100	Total \$42.50
Refer	3997	MINNESOTA DEPT OF HEALTH	-	
Cash Payment	E 601-49400-388	Connection Fee	4th Qtr Connection Fee	\$884.00
Invoice		11/16/2023		
Transaction Date	12/4/2023	Checking	10100	Total \$884.00
Refer	3998	SEH	-	
Cash Payment	E 101-41910-303	Engineering Fees	Scheeler 2nd Addition Engineering	\$1,238.50
Invoice	457215	11/16/2023	Project 22-001	
Cash Payment	E 101-45200-303	Engineering Fees	Willow Creek Park Layout	\$600.00
Invoice	457209	11/16/2023		
Cash Payment	E 601-49400-303	Engineering Fees	Water Tower Heater Engineering	\$204.75
Invoice	457209	11/16/2023		
Cash Payment	E 101-43100-303	Engineering Fees	Update Snowplow Map	\$240.00
Invoice	457209	11/16/2023		
Transaction Date	12/4/2023	Checking	10100	Total \$2,283.25
Refer	3999	XCEL ENERGY	-	
Cash Payment	E 101-43100-381	Electric Utilities	Public Works Electricity	\$10.39
Invoice	1075753938	11/21/2023		
Cash Payment	E 601-49400-381	Electric Utilities	Water Plant Electricity	\$9.25
Invoice	1075754008	11/21/2023		
Cash Payment	E 101-43100-381	Electric Utilities	Street Light	\$18.16
Invoice	1075753640	11/21/2023		

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Cash Payment	E 101-42500-381	Electric Utilities	Civil Defense Electricity	\$4.48
Invoice	1075753909	11/21/2023		
Cash Payment	E 101-42500-381	Electric Utilities	Civil Defense Electricity	\$13.51
Invoice	1077083570	11/30/2023		
Cash Payment	E 101-45200-381	Electric Utilities	Shelter Electricity	\$145.99
Invoice	1077029326	11/30/2023		
Cash Payment	E 601-49400-381	Electric Utilities	Water Plant Electricity	\$707.46
Invoice	1077028539	11/30/2023		
Cash Payment	E 602-49450-381	Electric Utilities	Lift Station Electricity	\$176.86
Invoice	1077028539	11/30/2023		
Cash Payment	E 101-45200-381	Electric Utilities	Ballfield Electricity	\$15.67
Invoice	1077036536	11/30/2023		
Cash Payment	E 101-45200-381	Electric Utilities	Hockey Rink Electricity	\$18.62
Invoice	1077053876	11/30/2023		
Cash Payment	E 101-42110-381	Electric Utilities	Police Bldg	\$116.84
Invoice	1076819216	11/29/2023		
Cash Payment	E 101-45200-381	Electric Utilities	Lions Park	\$23.53
Invoice	1076803573	11/29/2023		
Cash Payment	E 101-43100-381	Electric Utilities	Hwy 15 RRFB	\$81.88
Invoice	1076902641	11/29/2023		
Cash Payment	E 601-49400-381	Electric Utilities	Water Tower Electricity	\$77.63
Invoice	1076807361	11/29/2023		
Cash Payment	E 200-42200-381	Electric Utilities	Fire Hall Electricity	\$327.33
Invoice	1076804821	11/29/2023		
Cash Payment	E 101-41000-381	Electric Utilities	City Hall Electricity	\$230.07
Invoice	1076799152	11/29/2023		
Cash Payment	E 101-45500-381	Electric Utilities	Library Electricity	\$261.66
Invoice	1076884127	11/29/2023		
Transaction Date	12/4/2023	Checking	10100	Total \$2,239.33
Refer	4000	Nelson Sanitation & Rental, Inc.	-	
Cash Payment	E 101-45200-300	Professional Svcs (GEN	Park Unit Rental & Winter Fee 10/19-11/15	\$144.64
Invoice	INV/2023/16130	11/16/2023		
Transaction Date	12/4/2023	Checking	10100	Total \$144.64
Refer	4001	YOUR HOME HEATING & AIR	-	
Cash Payment	E 101-45200-401	Repairs/Maint Buildings	Shetler Furnace Repair	\$527.95
Invoice	19413	11/8/2023		
Transaction Date	12/4/2023	Checking	10100	Total \$527.95
Refer	4002	ARVIG	-	
Cash Payment	E 602-49450-321	Telephone	Scheeler Lift Station Telephon	\$46.88
Invoice		11/22/2023		
Cash Payment	E 601-49400-321	Telephone	Water Plant Alarm	\$423.39
Invoice		11/22/2023		
Cash Payment	E 101-42110-321	Telephone	Police Computer Line	\$46.88
Invoice		11/22/2023		
Cash Payment	E 101-42110-321	Telephone	Police Telephone & Fax	\$95.26
Invoice		11/22/2023		
Cash Payment	E 200-42200-321	Telephone	Fire Dept Telephone	\$137.17
Invoice		11/22/2023		

Payments

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Cash Payment	E 101-41000-321 Telephone	City Hall Telephone		\$392.06
Invoice	11/22/2023			
Cash Payment	E 601-49400-321 Telephone	Water Tower Alarm		\$48.88
Invoice	11/22/2023			
Cash Payment	E 602-49450-321 Telephone	Heritage Park Lift Station Tel		\$0.00
Invoice	11/22/2023			
Transaction Date	12/4/2023	Checking	10100	Total \$1,190.52
Refer	4003 ARAMARK			
Cash Payment	E 200-42200-300 Professional Svcs (GEN	Fire Hall Rugs		\$74.48
Invoice	2530204175	11/6/2023		
Cash Payment	E 101-41000-300 Professional Svcs (GEN	City Hall Rugs		\$55.30
Invoice	2530204175	11/6/2023		
Cash Payment	E 101-45500-300 Professional Svcs (GEN	Library Rugs		\$55.30
Invoice	2530204175	11/6/2023		
Cash Payment	E 101-41000-300 Professional Svcs (GEN	City Hall Rugs		\$62.27
Invoice	2530209088	11/20/2023		
Cash Payment	E 101-45500-300 Professional Svcs (GEN	Library Rugs		\$62.28
Invoice	2530209088	11/20/2023		
Transaction Date	12/4/2023	Checking	10100	Total \$309.63
Refer	4004 HACH COMPANY			
Cash Payment	E 601-49400-216 Chemicals and Chem Pr	Water Chemicals		\$66.89
Invoice	13793119	10/25/2023		
Transaction Date	12/4/2023	Checking	10100	Total \$66.89

Fund Summary

	10100 Checking	
101 GENERAL FUND		\$107,799.09
200 FIRE/RESCUE FUND		\$649.85
601 WATER FUND		\$2,959.11
602 SEWER FUND		\$675.38
		<u>\$112,083.43</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$112,083.43
Total	<u>\$112,083.43</u>