

Council Meeting

December 19, 2017

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

Councilmembers present: Tammy Konz, Megan Kiffmeyer, Sheryl Carlson and Aaron Dahlinger; DuWayne Orbeck absent

Others present: Trista Kramer, Mike Schneider, Jason Mehr and Amanda Finneman

Motion made by Aaron Dahlinger and seconded by Megan Kiffmeyer to approve the following addendums to the agenda: 151 Hazel Ave E Utility Account Memo, Invoice from Arnold's of Kimball for Toys for the Holiday Train and a Keeps Bill; motion carried

Councilmember DuWayne Orbeck absent

Motion made by Megan Kiffmeyer and seconded by Aaron Dahlinger to approve the claims; motion carried
Councilmember DuWayne Orbeck absent

Mayor Konz closed the regular portion of the meeting and opened the Public Hearing for City Ordinance 1135 – Rental Property at 7:03pm.

No public comments were received.

Motion made by Aaron Dahlinger and seconded by Sheryl Carlson to adopt Resolution No. 12192017C
Resolution to Amend City Ordinance 1135 – Rental Property Section 1135.04 – Rental Housing License Sub-Section 4.2 - Application; motion carried

Those voting in favor: Tammy Konz, Megan Kiffmeyer, Sheryl Carlson and Aaron Dahlinger

Those voting against: none

Those absent: DuWayne Orbeck

Mayor Konz closed the Public Hearing for City Ordinance 1135 – Rental Property and opened the Public Hearing for City Ordinance 1195 – Swimming Pools at 7:05pm.

No public comments were received.

Motion made by Megan Kiffmeyer and seconded by Aaron Dahlinger to adopt Resolution No. 12192017D
Resolution to Amend City Ordinance 1195 – Swimming Pools Section 1195.08 – Storable Swimming Pools; motion carried

Those voting in favor: Tammy Konz, Megan Kiffmeyer, Sheryl Carlson and Aaron Dahlinger

Those voting against: none

Those absent: DuWayne Orbeck

Mayor Konz closed the Public Hearing for City Ordinance 1195 – Swimming Pools and reopened the regular portion of the meeting at 7:07pm.

Amanda Finneman spoke with the Council about her utility bill; she has her account setup through PSN for automatic withdrawal on the 1st of each month. She did not know that bills are due on the 28th of each month.

Motion made by Aaron Dahlinger and seconded by Megan Kiffmeyer to credit Amanda Finneman's utility account at 151 Hazel Ave E for late fee's in the amount of \$17.21; motion carried

Councilmember DuWayne Orbeck absent

Motion made by Sheryl Carlson and seconded by Aaron Dahlinger to approve the following Consent Agenda items:

1. Minutes of the December 5, 2017 Council Meeting
2. Minutes of the December 14, 2017 Employee Meeting
3. Resolution No. 12192017A A Resolution to Commit Fund Balance
4. Resolution No. 12192017B Resolution Accepting Donation Received

motion carried

Councilmember DuWayne Orbeck absent

The City Clerk discussed Chad Peka's uniform overage with the Council; he just brought it to her attention that he does not think his winter coat purchased when he was a part-time officer in January should be charged against his full-time officer uniform allowance.

Motion made by Aaron Dahlinger and seconded by Sheryl Carlson to not have the Keepsrs bill (Invoice 330792 dated January 18, 2017 paid via Check 39348 on May 9, 2017) in the amount of \$155.57 for a winter coat for then part-time officer Chad Peka charged against his full-time officer uniform allowance; motion carried

Councilmember DuWayne Orbeck absent

The City Clerk received a bill from Arnold's of Kimball for 2 toys to give away during when the Canadian Pacific Holiday Train is in town; this is not an allowable Public Purpose Expenditure. If the Council approves payment of this claim, it will result in an oral comment during the annual audit. Mayor Konz will pay the bill.

The Fire Dept. sold the 1995 International Fire Truck for \$28,000 to the Gary, SD Volunteer Fire Dept.

Motion made by Sheryl Carlson and seconded by Megan Kiffmeyer to approve the monthly Clerk reports for the month of November; motion carried

Councilmember DuWayne Orbeck absent

The City Clerk updated the Council on the insurance claim for the Community Billboard; she just received notice that LMCIT will be paying for a percentage of the costs to replace the sign after being damaged by lightning in the Spring.

Motion made by Aaron Dahlinger and seconded by Megan Kiffmeyer to keep Chad Peka's pay at \$16.80/hr. even though he will be changing to part-time status as of January 7, 2018; motion carried

Councilmember DuWayne Orbeck absent

Motion made by Sheryl Carlson and seconded by Aaron Dahlinger to approve the request by the Central Lakes Snowmobile Club to cross the City's land on the east side of 83rd Ave from Hwy 55 north across Co Rd 44; motion carried

Councilmember DuWayne Orbeck absent

The Council will discuss solar gardens more when they meet with Maine Prairie Township; the City Clerk will get a meeting set up with the Town Clerk.

Councilmember Aaron Dahlinger left the meeting at 7:38pm

Motion made by Megan Kiffmeyer and seconded by Sheryl Carlson to adopt Resolution No. 12192017E Resolution Updating the City of Kimball's Fund Balance Policy; motion carried
Those voting in favor: Tammy Konz, Megan Kiffmeyer and Sheryl Carlson
Those voting against: none
Those absent: DuWayne Orbeck and Aaron Dahlinger

Motion made by Megan Kiffmeyer and seconded by Sheryl Carlson to adopt Resolution No. 12192017F A Resolution Authorizing an Interfund Loan for Payment of Certain Costs in Connection with the 83rd Avenue Improvement Project; motion carried
Those voting in favor: Tammy Konz, Megan Kiffmeyer and Sheryl Carlson
Those voting against: none
Those absent: DuWayne Orbeck and Aaron Dahlinger

Motion made by Megan Kiffmeyer and seconded by Sheryl Carlson to approve payment to Maine Prairie Township in the amount of \$85,385.34 for the 83rd Ave Improvement Project; motion carried
Councilmembers Aaron Dahlinger and DuWayne Orbeck absent

Motion made by Sheryl Carlson and seconded by Megan Kiffmeyer to recess the meeting at 8:00pm; motion carried
Councilmembers Aaron Dahlinger and DuWayne Orbeck absent

Motion made by Aaron Dahlinger and seconded by Megan Kiffmeyer to reconvene the meeting at 8:10pm; motion carried
Councilmember DuWayne Orbeck absent

Motion made by Megan Kiffmeyer and seconded by Aaron Dahlinger to adopt Resolution No. 12192017G Resolution to Amend City Ordinance Section 215 – Schedule of Fees; motion carried
Those voting in favor: Tammy Konz, Megan Kiffmeyer, Sheryl Carlson and Aaron Dahlinger
Those voting against: none
Those absent: DuWayne Orbeck

Motion made by Aaron Dahlinger and seconded by Megan Kiffmeyer to approve 3% wage increases for all Regular City employees effective with hours worked starting January 1, 2018, hourly wages are as follows: Jason Mehr \$22.28, Chad Peka \$17.30, Nicole Pilarski \$23.41, Trista Kramer \$14.42, Matt Serbus \$17.00, Ryan Schaefer \$17.82, Trevor Wolseth \$15.97 and Jenna Abel \$15.97; motion carried
Councilmember DuWayne Orbeck absent

Motion made by Sheryl Carlson and seconded by Megan Kiffmeyer to adopt Resolution No. 12192017H Resolution Adopting the Final 2018 Property Tax Levy and Budget; motion carried
Those voting in favor: Tammy Konz, Megan Kiffmeyer, Sheryl Carlson and Aaron Dahlinger
Those voting against: none
Those absent: DuWayne Orbeck

Motion made by Aaron Dahlinger and seconded by Megan Kiffmeyer to adjourn at 9:33pm; motion carried
Councilmember DuWayne Orbeck absent

Respectfully submitted by Nicole Pilarski

City of Kimball
Payments

Current Period: December 2017

Batch Name 121317Claims
Payment Computer Dollar Amt \$50.00 Posted

Refer 10087 KRIPPNER, SARA Ck# 001140E 12/13/2017
Cash Payment E 101-45200-440 Refund of Shelter Deposi Refund 12/8 Shelter Deposit \$50.00
Invoice
Transaction Date 12/14/2017 Due 0 Checking 10100 Total \$50.00

Fund Summary

101 GENERAL FUND	10100 Checking	\$50.00
		<hr/>
		\$50.00

Pre-Written Checks	\$50.00
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$50.00

City of Kimball

12/31/17 4:14 PM

Page 1

Payments

Current Period: December 2017

Batch Name	Payment	Computer Dollar Amt	\$59,099.68	Posted
Refer	10088 <u>DRUNK BUSTERS OF AMERICA LL</u>	<u>Ck# 039894</u>	<u>12/19/2017</u>	
Cash Payment	E 101-42110-340 Advertising	Police - 2 Drunk Buster Pedal Karts		\$2,498.00
Invoice	22147 12/18/2017			
Transaction Date	12/18/2017	Due 0	Checking 10100	Total \$2,498.00
Refer	10089 <u>SEH</u>	<u>Ck# 039906</u>	<u>12/19/2017</u>	
Cash Payment	E 602-49450-303 Engineering Fees	Pond Aeration Engineering		\$256.00
Invoice	343201 12/15/2017			
Cash Payment	E 101-43100-303 Engineering Fees	General Engineering		\$114.10
Invoice	343201 12/15/2017			
Transaction Date	12/18/2017	Due 0	Checking 10100	Total \$370.10
Refer	10090 <u>HENDRICKS SAND AND GRAVEL</u>	<u>Ck# 039898</u>	<u>12/19/2017</u>	
Cash Payment	E 101-43100-224 Street Maint Materials	Plowing Salt/Sand		\$90.00
Invoice	11245D 12/15/2017			
Cash Payment	E 101-43100-224 Street Maint Materials	Plowing Salt/Sand		\$135.00
Invoice	11235D 12/5/2017			
Transaction Date	12/18/2017	Due 0	Checking 10100	Total \$225.00
Refer	10091 <u>CENTERPOINT ENERGY</u>	<u>Ck# 039893</u>	<u>12/19/2017</u>	
Cash Payment	E 101-45200-383 Gas Utilities	Shelter Gas Service		\$188.70
Invoice	12/8/2017			
Cash Payment	E 101-42110-383 Gas Utilities	Police Gas Service		\$128.39
Invoice	12/8/2017			
Transaction Date	12/18/2017	Due 0	Checking 10100	Total \$317.09
Refer	10092 <u>A M MAUS</u>	<u>Ck# 039892</u>	<u>12/19/2017</u>	
Cash Payment	E 200-42200-212 Motor Fuels	Fire Dept Fuel		\$85.12
Invoice	277331 11/10/2017			
Transaction Date	12/18/2017	Due 0	Checking 10100	Total \$85.12
Refer	10093 <u>GREAT PLAINS FIRE</u>	<u>Ck# 039897</u>	<u>12/19/2017</u>	
Cash Payment	E 231-42200-580 Other Equipment	Fire Dept Truck Pump Install		\$39,302.63
Invoice	4584 12/11/2017			
Cash Payment	E 200-42200-222 Vehicle Maintenance	Fire Dept Butterfly Valve		\$195.00
Invoice	4585 12/11/2017			
Transaction Date	12/18/2017	Due 0	Checking 10100	Total \$39,497.63
Refer	10094 <u>PILARSKI, NICOLE J</u>	<u>Ck# 039905</u>	<u>12/19/2017</u>	
Cash Payment	E 101-41000-200 Office Supplies (GENER	Reimburse Office Supply Purchase		\$5.17
Invoice	12/12/2017			
Transaction Date	12/18/2017	Due 0	Checking 10100	Total \$5.17
Refer	10095 <u>XCEL ENERGY</u>	<u>Ck# 039908</u>	<u>12/19/2017</u>	
Cash Payment	E 101-43100-381 Electric Utilities	Street Lights		\$1,381.90
Invoice	700617516 12/4/2017			
Transaction Date	12/18/2017	Due 0	Checking 10100	Total \$1,381.90
Refer	10097 <u>HEALTH PARTNERS</u>	<u>Ck# 001141E</u>	<u>12/29/2017</u>	
Cash Payment	E 101-42110-133 Employer Paid Dental	POLICE DENTAL		\$149.37
Invoice	77460263 12/8/2017			
Cash Payment	E 101-43100-133 Employer Paid Dental	PUBLIC WORKS DENTAL		\$28.38
Invoice	77460263 12/8/2017			

City of Kimball

Payments

Current Period: December 2017

Cash Payment	E 601-49400-133 Employer Paid Dental	WATER DENTAL	\$15.44
Invoice	77460263 12/8/2017		
Cash Payment	E 602-49450-133 Employer Paid Dental	SEWER DENTAL	\$10.95
Invoice	77460263 12/8/2017		
Cash Payment	E 101-41400-133 Employer Paid Dental	CLERK DENTAL	\$42.32
Invoice	77460263 12/8/2017		
Cash Payment	E 200-42200-133 Employer Paid Dental	CLERK DENTAL	\$2.49
Invoice	77460263 12/8/2017		
Cash Payment	E 101-42110-131 Employer Paid Health	Police Health	\$1,960.26
Invoice	77460263 12/8/2017		
Cash Payment	E 101-43100-131 Employer Paid Health	Public Works Health	\$645.60
Invoice	77460263 12/8/2017		
Cash Payment	E 601-49400-131 Employer Paid Health	Water Health	\$312.73
Invoice	77460263 12/8/2017		
Cash Payment	E 602-49450-131 Employer Paid Health	Sewer Health	\$210.79
Invoice	77460263 12/8/2017		
Cash Payment	E 101-41400-131 Employer Paid Health	Clerk Health	\$310.07
Invoice	77460263 12/8/2017		
Cash Payment	E 200-42200-131 Employer Paid Health	Clerk Health	\$18.24
Invoice	77460263 12/8/2017		
Cash Payment	G 101-21706 Hospitalization/Medical Ins	Police Health	\$230.59
Invoice	77460263 12/8/2017		
Cash Payment	G 101-21706 Hospitalization/Medical Ins	Police Dental	\$64.62
Invoice	77460263 12/8/2017		
Cash Payment	G 101-21706 Hospitalization/Medical Ins	Public Works Health	\$131.98
Invoice	77460263 12/8/2017		
Cash Payment	E 101-43100-131 Employer Paid Health	COBRA Jan Health Coverage	\$1,965.74
Invoice	77460263 12/8/2017		
Cash Payment	E 101-43100-133 Employer Paid Dental	Credit Nov PW Dental	-\$27.88
Invoice	77460263CM 12/8/2017		
Cash Payment	E 601-49400-133 Employer Paid Dental	Credit Nov Water Dental	-\$12.95
Invoice	77460263CM 12/8/2017		
Cash Payment	E 602-49450-133 Employer Paid Dental	Credit Nov Sewer Dental	-\$8.96
Invoice	77460263CM 12/8/2017		
Cash Payment	G 101-21706 Hospitalization/Medical Ins	Credit Nov PW Dental	-\$64.62
Invoice	77460263CM 12/8/2017		
Cash Payment	E 101-43100-133 Employer Paid Dental	Credit Dec PW Dental	-\$114.41
Invoice	77460263CM 12/8/2017		
Cash Payment	E 101-43100-131 Employer Paid Health	Credit Dec PW Health	-\$1,688.69
Invoice	77460263CM 12/8/2017		
Cash Payment	E 101-43100-131 Employer Paid Health	Credit Nov PW Health	-\$945.67
Invoice	77460263CM 12/8/2017		
Cash Payment	E 601-49400-131 Employer Paid Health	Credit Nov Water Health	-\$439.06
Invoice	77460263CM 12/8/2017		
Cash Payment	E 602-49450-131 Employer Paid Health	Credit Nov Sewer Health	-\$303.96
Invoice	77460263CM 12/8/2017		
Cash Payment	E 101-43100-131 Employer Paid Health	COBRA Nov & Dec Health Coverage	\$1,891.33
Invoice	77460263 12/8/2017		
Cash Payment	E 601-49400-131 Employer Paid Health	COBRA Nov & Dec Health Coverage	\$878.12
Invoice	77460263 12/8/2017		
Cash Payment	E 602-49450-131 Employer Paid Health	COBRA Nov & Dec Health Coverage	\$607.93
Invoice	77460263 12/8/2017		
Transaction Date	12/18/2017	Due 0 Checking 10100	Total \$5,870.75

City of Kimball

Payments

Current Period: December 2017

<u>Refer</u>	<u>10098 MENARDS</u>		<u>Ck# 039903</u>	<u>12/19/2017</u>		
Cash Payment	E 101-43100-210 Operating Supplies (GEN Public Works Supplies					\$167.49
Invoice	67982	12/6/2017				
Cash Payment	E 101-41000-220 Repair/Maint Supply (GE Office Heater					\$69.99
Invoice	67982	12/6/2017				
Transaction Date	12/18/2017	Due 0	Checking	10100	Total	\$237.48
<u>Refer</u>	<u>10099 MEEKER COOPERATIVE</u>		<u>Ck# 039902</u>	<u>12/19/2017</u>		
Cash Payment	E 602-49450-381 Electric Utilities		WWTP Electricity			\$232.00
Invoice		12/5/2017				
Cash Payment	E 602-49450-381 Electric Utilities		Heritage Park Lift Station			\$84.30
Invoice		12/5/2017				
Cash Payment	E 602-49450-381 Electric Utilities		Scheeler Lift Station			\$93.16
Invoice		12/5/2017				
Cash Payment	E 101-43100-381 Electric Utilities		Street Light			\$14.75
Invoice		12/5/2017				
Cash Payment	E 101-43100-381 Electric Utilities		Street Light			\$14.75
Invoice		12/5/2017				
Cash Payment	E 101-43100-381 Electric Utilities		Street Light			\$14.75
Invoice		12/5/2017				
Cash Payment	E 101-43100-381 Electric Utilities		Street Light			\$14.75
Invoice		12/5/2017				
Transaction Date	12/18/2017	Due 0	Checking	10100	Total	\$468.46
<u>Refer</u>	<u>10100 MINI BIFF INC.</u>		<u>Ck# 039904</u>	<u>12/19/2017</u>		
Cash Payment	E 101-41000-437 Other Miscellaneous		Mini Biff Rental for Train			\$177.48
Invoice	A-93048	12/6/2017				
Cash Payment	E 101-41000-437 Other Miscellaneous		Mini Biff Rental for Train			\$45.80
Invoice	A-93091	12/12/2017				
Transaction Date	12/19/2017	Due 0	Checking	10100	Total	\$223.28
<u>Refer</u>	<u>10101 EAST SIDE OIL COMPANIES</u>		<u>Ck# 039895</u>	<u>12/19/2017</u>		
Cash Payment	E 603-49500-387 Oil/Filter Disposal		Used oil/filter pickup			\$50.00
Invoice	R71549	12/11/2017				
Transaction Date	12/19/2017	Due 0	Checking	10100	Total	\$50.00
<u>Refer</u>	<u>10102 WASTE MANAGEMENT</u>		<u>Ck# 039907</u>	<u>12/19/2017</u>		
Cash Payment	E 603-49500-384 Refuse/Garbage Disposa		64gal Refuse Carts			\$2,354.25
Invoice	6942440-1767-9	12/1/2017				
Cash Payment	E 603-49500-384 Refuse/Garbage Disposa		96gal Refuse Carts			\$299.00
Invoice	6942440-1767-9	12/1/2017				
Cash Payment	E 603-49500-384 Refuse/Garbage Disposa		32gal Refuse Carts			\$238.80
Invoice	6942440-1767-9	12/1/2017				
Cash Payment	E 603-49500-384 Refuse/Garbage Disposa		2nd 64gal Refuse Carts			\$19.35
Invoice	6942440-1767-9	12/1/2017				
Cash Payment	E 603-49500-384 Refuse/Garbage Disposa		Recycle Carts			\$884.40
Invoice	6942440-1767-9	12/1/2017				
Transaction Date	12/19/2017	Due 0	Checking	10100	Total	\$3,795.80
<u>Refer</u>	<u>10103 KIMBALL PARTS CITY</u>		<u>Ck# 039901</u>	<u>12/19/2017</u>		
Cash Payment	E 101-43100-404 Repairs/Maint Machinery		Public Works Supplies			\$119.99
Invoice	129-298554	11/7/2017				
Cash Payment	E 200-42200-222 Vehicle Maintenance		Fire Dept Supplies			\$5.91
Invoice	129-298269	11/2/2017				
Transaction Date	12/19/2017	Due 0	Checking	10100	Total	\$125.90

Payments

Current Period: December 2017

Refer	10104	A M MAUS	Ck# 039892	12/19/2017		
Cash Payment	E 101-42110-222	Vehicle Maintenance	Police Durango LOF & Rotate Tires			\$36.78
Invoice	405166	11/3/2017				
Cash Payment	E 101-42110-222	Vehicle Maintenance	Police Durango Alternator			\$665.00
Invoice	405193	11/6/2017				
Cash Payment	E 101-42110-222	Vehicle Maintenance	Police Car Wash			\$6.95
Invoice	277491	11/27/2017				
Transaction Date	12/19/2017	Due 0	Checking	10100	Total	\$708.73
Refer	10105	GOHMANN FOODS	Ck# 039896	12/19/2017		
Cash Payment	E 101-42110-210	Operating Supplies (GEN	Police Supplies			\$3.16
Invoice	319876	11/21/2017				
Transaction Date	12/19/2017	Due 0	Checking	10100	Total	\$3.16
Refer	10106	KEEPRS	Ck# 039900	12/19/2017		
Cash Payment	E 101-43100-210	Operating Supplies (GEN	Public Works Flashlight			\$124.99
Invoice	363548	11/15/2017				
Cash Payment	E 101-42110-201	Clothing Allowances	Police Uniform Item			\$69.21
Invoice	359495-01	11/15/2017			Project 17-E7	
Cash Payment	E 101-42110-201	Clothing Allowances	Police Uniform Item			\$119.99
Invoice	363558	11/15/2017			Project 17-E1	
Transaction Date	12/19/2017	Due 0	Checking	10100	Total	\$314.19
Refer	10107	HENDRICKS SAND AND GRAVEL	Ck# 039899	12/19/2017		
Cash Payment	E 110-45200-500	Capital Outlay (GENERA	Heritage Park Playground Site Work			\$2,921.92
Invoice	11230D	12/4/2017				
Transaction Date	12/19/2017	Due 0	Checking	10100	Total	\$2,921.92

Fund Summary

	10100	Checking	
603 REFUSE (GARBAGE) FUND			\$3,845.80
602 SEWER FUND			\$1,182.21
601 WATER FUND			\$754.28
231 FIRE/RESCUE CAPITAL OUTLAY			\$39,302.63
200 FIRE/RESCUE FUND			\$306.76
110 PARK DEDICATION			\$2,921.92
101 GENERAL FUND			\$10,786.08
			<u>\$59,099.68</u>

Pre-Written Checks	\$59,099.68
Checks to be Generated by the Computer	\$0.00
Total	<u>\$59,099.68</u>

City of Kimball
Payments

Current Period: December 2017

Batch Name 121917Claim2
Payment Computer Dollar Amt \$85,385.34 Posted

Refer 10108 TOWN OF MAINE PRAIRIE Ck# 001479 12/21/2017
Cash Payment E 401-41000-500 Capital Outlay (GENERA 83rd Ave Improvements \$85,385.34
Invoice 11/17/2017
Transaction Date 12/21/2017 Due 0 Checking 10100 Total \$85,385.34

Fund Summary

401 GENERAL CAPITAL OUTLAY 10100 Checking
\$85,385.34
\$85,385.34

Pre-Written Checks	\$85,385.34
Checks to be Generated by the Computer	\$0.00
Total	\$85,385.34