

Minutes

Kennedy City Council Meeting
March 07, 2011

CALL TO ORDER: Mayor Todd Truedson called the meeting to order at 7:05 PM in the Kennedy City Office. Council Members present were Duane Peterson, Paul Larson, Kevin Hanson and Mary Ryden. Also present were Mary Cooney, Greg Mitziga, Sandy Lindgren and Shannon Mortenson.

PLEDGE OF ALLEGIANCE: Recited.

ADDITIONS TO THE AGENDA: None.

APPROVAL/CORRECTIONS TO THE MINUTES: The January 10, 2011, and the February 7, 2011, Meeting Minutes were approved.

PUBLIC FORUM: Sandy Lindgren stated as the Kennedy Center does not have a water softener and the dishwasher is missing its detergent container, her dishes are spotted and not rinsed according to State mandate. Will the City grant her permission to buy, install, stock and control the use of a detergent dispenser with the use of a lock and key? **Motion was made by P. Larson, and seconded by K. Hanson, to so approve. All in favor, motion carried.**

CLERK'S REPORT: Clerk will attend the Kittson County Affordable Housing in Karlstad on Wednesday, March 9, 2011. Clerks Conference is in St. Cloud, March 16-18 and Clerk will attend, traveling on March 15. The Kennedy Center is reserved for the Fireman's Ball on March 19, 2011, the Maria Youth Group on April 10, the Jason Rominski/Jim Pederson auction on April 16, and the Golf Course Extravaganza on April 23, with set up scheduled for the 22nd. The Clerk looked to the council members and city employees for volunteers to help finish painting the city office. M. Ryden volunteered. **Motion was made by P. Larson, and seconded by D. Peterson, to approve Clerk's Report as presented. All in favor, motion carried.**

TREASURER'S REPORT: The Audit is scheduled for the third or fourth week of April.

The Clerk is in the process of being bonded by Old Republic Insurance Company through Farmers Union Insurance Company and the Dan Sjostrand Agency. For bonding, Sjostrand requested two changes be implemented in Kennedy's financial management processes, the first being the requirement of two signatures on all checks. And, the second is an additional one or two reviewers in the check reconciliation process. In response to Sjostrand, the Clerk requested the appointment of one to two council members to share these new duties. P. Larson questioned why these requirements are being required now, as they have not been required in the past. A lengthy discussion pursued. **M. Ryden nominated D. Peterson as the third authorized signor on City of Kennedy accounts, K. Hanson seconded. All in favor, and the motion carried** K. Hanson volunteered to reconcile accounts once a month. **D. Peterson nominated K. Hanson to reconcile bank accounts one a month, M. Ryden seconded. All in favor, and the motion carried.**

The Cash Balance Sheet was reviewed. A correction to the City's Bonded Indebtedness balances has been made and reflected resulting in an \$18,000 reduction in the city's debt, as verified by Kittson County Auditor. The City's \$8,000 debt to the Kittson County EDA has been added to the balance sheet. The negative balance reflected in the general account will be corrected with the next deposit of water bill payments and will give the City a very small margin for operation for this month of March. No money will be transferred from the money market account into the general checking account this month. **A Motion was made by P. Larson, and seconded by M. Ryden, to accept the Treasurer's Report as presented. All in favor, motion carried.**

Clerk discussed possibilities of new additional oversight in City's financial matters may result in fewer deficiencies in City's Audit. Citizen S. Mortenson said because City has a combined clerk/treasurer position some of the deficiencies will remain. Clerk will further discuss improved financial oversight possibilities with city auditor in April.

MAINTENANCE REPORT: Council directed Mitziga to purchase 55 gallons of mosquito repellent. Mitziga notified council that spring ditch cleaning will take place, to get water moving and prevent back-up onto city streets. Water tower maintenance was discussed and should be done this year. The Maintenance Checklist was presented and is attached. No motion was made. A lengthy discussion about the purchase of a new/used mower took place. **Motion was made by P. Larson, and seconded by K. Hanson, to finance and purchase the mower. All in favor, motion carried. Motion was made by P. Larson, and seconded by M. Ryden, to accept the Maintenance**

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Report as presented. All in favor, motion carried.

FIRE DEPARTMENT REPORT: A fire call to the Jason Olson home was received around 6:00 AM on the morning on Sunday, February 20, 2011. The county Sheriff was summoned and present prior to entry into the house. Water was shut off to prevent bursting pipes and water damage. The property owner was called. The fire was contained and the department was back at the station around noon. **Motion was made by P. Larson, and seconded by M. Ryden, to accept the Fire Department Report as presented. All in favor, motion carried.**

SCHOOL COMMITTEE REPORT: K. Hanson and G. Mitziga further researched keyless entry systems, looking for more options and additional bids. Two price point options were presented. Cost continues to be an issue, as there is no budget for this item. A donation of \$100 towards a fund drive to raise money for this item was offered. The council decided to again table this item until funding options other than donation requests become available.

Insurance Agent Dan Skjostrand says insurance coverage will be cost prohibitive for any prospective day-care tenant. Clerk directed to continue to research rental options.

T. Truedson offered an explanation as to why the geothermal heating system on the west half of the school was not producing heat for ten days.

Motion was made by K. Hanson, and seconded by M. Ryden, to accept the School Committee Report as presented. All in favor, motion carried.

UNFINISHED BUSINESS

Blight/Condemnation Policies: A copy of Hallock's "Public Protection, Crimes and Offenses Ordinance was provided in the Council's packet. The option to have the City Attorney draft a policy that will be comprehensive, rather than deal with single issues at a time, was discussed. Council requested clerk to take the issue to the City Attorney, looking for a comprehensive solution.

Sunday Liquor: The City Attorney's recommendation on this issue was attached to the council's packet and is included herein, as a matter of record. No action will be taken by the City at this time.

NEW BUSINESS

One Day VFW Liquor License: Per Insurance Agent Dan Skjostrand the VFW will carry the liquor license for the Fireman's Ball. **A motion was made by M. Ryden, and seconded by P. Larson, to approve a one-day convention center liquor license for the VFW, dated Saturday, March 19, 2011. All in favor, motion carried.**

Kennedy Days: As usual, Kennedy Days will be held on the third week-end in July, July 15-17.

Summer Rec Program: Clerk directed to contact Geller regarding summer rec program possibilities.

Pay Bills: **A motion was made by K. Hanson, seconded by D. Peterson to pay the bills as presented. All in favor, motion carried.**

April Meeting Date: The April meeting will be held on Monday, April 4, at 7 PM in the City Office.

There being no further business brought forward for the council's attention, **the meeting was adjourned at 10:00 PM by motion of M. Ryden, seconded by K. Hanson. All in favor, motion carried.**

SIGNED JULY 11, 2011
Mary Cooney, Clerk (Attest)

SIGNED JULY 11, 2011
Todd Truedson, Mayor