

# Minutes

Kennedy City Council Meeting  
April 04, 2011

**CALL TO ORDER:** Mayor Truedson called the meeting to order at 7:07 P.M. in the Kennedy Center cafeteria. Council Members present were Duane Peterson, Paul Larson, Kevin Hanson and Mary Ryden. Also present were Mary Cooney, Greg Mitziga, Gerald Carlson, Charlie Swanson, Arnold Christian and Diana Balstad.

**PLEDGE OF ALLEGIANCE:** Recited.

**ADDITIONS TO THE AGENDA:** None.

**APPROVAL OF MINUTES:** Motion was made by M. Ryden to approve March 7, 2011, minutes with one correction to the date of the fire at Jason Olson's residence. Seconded by D. Peterson. Motion carried.

**PUBLIC FORUM:** Wikstrom's Al Lundeen presented an update on Kennedy telephone and cable TV services. Wikstrom purchased Sundahl Cable and will be making area upgrades including the installation of fiber optic cable, scheduled for summer of 2011. Dan Juhl was scheduled to speak to council this meeting but left a message on answering machine, the evening before, saying he would be unable to attend. Juhl's message stated a NextGen crew would be in Kennedy to address turbine issues on 4/11/2011. P. Larson made a motion to have legal counsel contact Juhl Wind on 4/12/2011 should NextGen did not keep this commitment. Motion seconded by K. Hanson. Motion carried.

City Attorney Jeffery Hane addressed the legal review to date, turbine maintenance issues, and conflict of interest rules and laws. A copy of Hane's letter defining same was provided. Hane stated City was in a difficult position to negotiate maintenance at this point since the vendor has already been paid in full. However, M. Cooney was asked to call Hane on 4/12/2011 should NextGen fail to keep their scheduled 4/11/2011 maintenance appointment. Hane will then send NextGen a letter defining performance expectations the City has with regards to turbine maintenance. Hane also defined conflict of interest issues with regard to turbine maintenance and Mayor Truedson. A copy of Hane's letter defining same was provided. Hane directed Truedson to no longer play a role in the relationship between NextGen and the City of Kennedy unless the procedures as defined in Hane's letter are met by the council.

**CLERK'S REPORT:** Clerk did not attend Clerks Conference in St. Cloud, March 16-18. A refund will be made to the City. Copies of 300+ e-mails from Minnesota cities were presented to the council answering the question, "How many signors are required on other city's checks?" With the exception of two, all answered two or three. Kittson ambulance service is looking for donations and volunteers. Council determined not to make a donation at this time but directed M. Cooney to put something in Kennedy Klips about volunteers. K. Hanson made a motion to accept the Clerk's Report as presented. D. Peterson seconded. Motion carried.

**TREASURER'S REPORT:** With an actual \$22, 952.52 deficit in the City's checking account this month, and the Money Market account balance at \$8,688.82, a motion was sought for CDs to be cashed in to get the City to July of this year, when the City is scheduled to receive its first half of both property taxes and LGA. The City is currently spending an average of \$20,000/month with a \$6,000 revenue stream from the water enterprise fund. P. Larson asked about grant funds remaining with the EDA. M. Cooney stated that \$30,000 remains uncollected; \$12,000 specifically for weatherization, of which \$6,000 is an in-kind match from the City in either cash or labor. The last draw of \$18,000 will be requested when the city attorneys have determined that the City has completed its contractual obligations. M. Ryden made a motion to cash in the CD with the lowest interest rate, CD 0266389031 in the amount of \$60,836.23. K. Hanson seconded the motion. Motion carried. D. Peterson made a motion to accept the Treasurer Report as presented. K. Hanson seconded. Motion carried.

**MAINTENANCE REPORT:** New mower has been purchased. G. Mitziga stated Weleske cleaned ditches in March to facilitate spring thaw, at a cost of \$1,400. State requires all street signs be updated to meet new standards of reflectivity by end of 2012. G. Mitziga will get a count on signs Kennedy must update and the cost. A decision on what to update this summer will be made at May council meeting. G. Mitziga asked if the City has the money for summer maintenance help this summer. County program doesn't appear to have any money for such a position this year. Council decided to discuss further at special council meeting scheduled for 4/11/2011, where city budget, school expenses and other related school items will be discussed. Street cleaning with Hallock's sweeper for \$1,200 will be completed this summer after Wikstrom completes cable trench digging. There are many holes being dug around Sr. Center, old city office, and some private yards, that appear to be from rats and skunks. G. Mitziga will get poison from EcoLab for around \$250. G. Mitziga's "To Do" list was presented. M. Ryden made a motion to accept the Maintenance Report as presented. D. Peterson seconded. Motion carried.

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**FIRE DEPARTMENT REPORT:** G. Mitziga reported there were no fire calls during the previous month. The Fireman' Ball fund raiser grossed @ \$6,000, but after \$3,500 for the band, and the cost of liquor, food, advertising, and the money that should go to City for propane, floor cleaning and trash removal, no earnings will be realized. **M. Ryden made a motion to accept the Fire Dept. Report as presented. K. Hanson seconded. Motion carried.**

## COMMITTEE REPORTS:

**Public Works Committee-** K. Hanson and G. Mitziga have been attending the Kittson Co. Flood Prep meetings. Four thousand sandbags have been filled by area fire department members, including 6 members from Kennedy's fire department. Kennedy has 1000 bags onsite at school. Area residents requesting bags to date include G. Bostad, C. Jensen, and M. Nelson. FEMA will reimburse the fire departments for time and materials. **K. Hanson made a motion to accept the Public Works Committee Report as presented. D. Peterson seconded. Motion carried.**

**School Committee-** Earl Mattson Agreement for renting will go month to month, rather than the six month period previously negotiated, until a determination is made whether or not Kittson/Marshall Rural Water will be given a 5-year lease for an office and garage space at the Kennedy Center. E. Mattson is supposed to be paying the bus garage electricity and did so in the past, but was not billed during 2010. City and Mattson agreed for him to back-pay all 2011 bus garage electricity to date, and pay monthly moving forward, as long as his bus garage occupancy continues. M. Cooney will send electricity bill monthly, as a separate invoice, included in his city water bill. Norman G. Jensen is scheduled to move into the library should the City of Pembina or surrounding roads flood. They will pay \$2,000/month for all or any portion of a month. A \$250 non-refundable deposit will be charged to hold the room and cover room prep expenses. If City realizes the rental income from Norman G. Jensen, the City will immediately purchase and install an electronic, keyless entry system for the front door of the school building. All other building exterior door locks will then be re-keyed and access cards will be issued for front door entry only to current, paying members and renters. Northwest Service Cooperative's Indoor Air Quality report was reviewed. The furthest northeast room (Room 100) contained higher colony counts of certain specified mold than the office or outside sample. Recommended that the room be cleaned and disinfected again and better ventilation provided. **Also, recommended that the moisture problem be solved to eliminate any further potential for mold growth. M. Ryden made a motion to accept the School Committee Report as presented. K. Hanson seconded. Motion carried.**

**UNFINISHED BUSINESS:** Kennedy Center Fee Schedule was tabled until the next meeting. City Attorney Hane will be requested to draft a Kennedy Condemnation Policy, with the scope to deal with citywide blight concerns. Clerk M. Cooney was directed to begin process of attaching delinquent water bills to property taxes. **K. Hanson made a motion to accept the Unfinished Business actions as presented. D. Peterson seconded. Motion carried.**

**NEW BUSINESS:** **D. Peterson made a motion to appoint M. Cooney to serve on City of Kennedy's behalf on the NWMN Multi-County Housing Authority. M. Ryden seconded. Motion carried.** A special meeting on the topic of "City Budget, School Expenses and Other Related School Items", is scheduled for April 11, 2011.

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

**May Meeting Date:** The May meeting will be held on Monday, May 5, 2011, 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 K. Hanson, seconded by D. Peterson. All in favor, motion carried.**

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Mary Cooney, Clerk (Attest)

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Todd Truedson, Mayor