

# Minutes

## Kennedy City Council Meeting December 12, 2011

**CALL TO ORDER:** Mayor Todd Truedson called the meeting to order at 7:00 P.M. in the Kennedy City Office. Council Members present included Paul Larson, Kevin Hanson, Duane Peterson and Mary Ryden. Also present were Mary Cooney and Greg Mitziga.

**PLEDGE OF ALLEGIANCE:** Recited.

**ADDITIONS TO THE AGENDA:** None.

**APPROVAL OF MINUTES:** M. Ryden made a motion to approve the November 2011 minutes as presented. D. Peterson seconded. Motion carried.

**PUBLIC FORUM:** None.

**CLERK'S REPORT:** D. Peterson made a motion approve the Resolution Certifying Past-Due Utility Billing to the Kittson County Auditor for Collection with the 2012 Property Taxes as presented. K. Hanson seconded. Motion carried. Mayor Truedson was asked to sign the resolution, and also a thank-you letter to Kittson Central for their community service during the fall citywide clean-up day. Mayor Truedson obliged. Clerk sought approval to submit a \$500 invoice to the Kennedy Fire Department for the School Shop 2012 rent for their tanker truck storage. Cooney also requested approval to include terms stating, "Cost of electricity and heat will be paid by Tenant. City of Kennedy reserves the right to request Tenant vacate the premises with 30-days' notice, should City receive long-term rental opportunity from a commercial tenant". Council agreed to the inclusion of these terms on the invoice. T. Truedson stated he will install an electric meter in the shop area to monitor heating costs so that the city may bill back to Fire Department. Darryl Kennedy of Enbridge Energy contacted Clerk Cooney with information about a pending donation of a used pick-up truck to the Kennedy Fire Department. More specific information will follow. The pending Fire Department grant from the EDA for a new rescue van, which was discussed in July, again on October 27, when M. Cooney provided Aaron Kirkeby with a copy of what was requested in writing by grant rep. Andrew Gag, again discussed in November, still continues to be outstanding. G. Mitziga will contact Fire Chief Kirkeby and request a status update. Dane Ryden will serve as Kennedy Ice Rink Manager this year. M. Ryden made a motion to accept the Clerk's Report as presented. K. Hanson seconded. Motion carried.

**TREASURER'S REPORT:** City's Cash Balance Sheet, Unpaid Bills Detail, and Checks Issued in October were reviewed. Cash Balance Sheet "Unpaid Bills" item was adjusted by an increase of \$361.29, therefore totaling \$17,309.66, to match the Unpaid Bills as presented. The Checking Balance was therefore adjusted to \$35,009.23, showing a \$361.29 decrease. With these changes D. Peterson made a motion to accept the Treasurer's Report as presented. K. Hanson seconded. Motion carried.

**MAINTENANCE REPORT:** There was a water main break on Monday, 11/21/11, lasting from 9:00 a.m. to 2:00 p.m. The break was located near the water tower, approximately 10 feet from the location of the break that occurred this time last year. The pipe in this area is old cast iron pipe. G. Mitziga recommends the city replace some of the older water pipes under a planned maintenance schedule before a serious break occurs and the city realizes large and costly water losses. G. Mitziga went to water school 11/29 through 12/1/2011. Christmas lights were put up with the help of Chris Swenson. All curb stops are now fixed. The city office was moved back to 414 North Atlantic on 11/23, the Wednesday before Thanksgiving, again with the help of Chris Swenson, and also Randy Jansen. A new hot water heater was purchased and installed at the 414 North Atlantic city office location and the plumbing in the basement was fixed, with a water meter added. The school was re-keyed on 12/8/11. At that time hasps were added to the doors of storage rooms currently occupied and additional hasps will be added to other rooms as needed. School pipes were scheduled to be blown-out on 12/5/11, however Lee's Plumbing did not show up. G. Mitziga contacted them again on 12/9 and was told they would be here this week, the week of 12/12/11. Dane Ryden started flooding the rink on 12/9. New snow blower is at the shop and skid plates were ordered. Approval was sought for the purchase of a Sawzall for the city. P. Larson made a motion to approve the expenditure of around \$300 for a Sawzall for the city. D. Peterson seconded. Motion carried. G. Mitziga reported he had unused vacation he would like to carry over from 2011, but he also has unused vacation from 2010. Council asked clerk to look up vacation carry-over policy. Clerk found policy stated two weeks total may be carried over. Council encouraged G. Mitziga to take vacation throughout the year. D. Peterson made motion to accept the Maintenance Report as presented. M. Ryden seconded. Motion carried.

**FIRE DEPARTMENT REPORT:** There were no fire calls this month. Chief Kirkeby took tanker truck back to Fergus Falls for repair to some existing leaks. Truck is now repaired, back in Kennedy and being stored in the

# Minutes

## Kennedy City Council Meeting December 12, 2011

---

school shop. H. Hanson made a motion to accept the Fire Dept. Report as presented. D. Peterson seconded. Motion carried.

**SCHOOL COMMITTEE REPORT:** Council indicated they wanted Earl Mattson to continue to do snow removal at the school, with G. Mitziga serving as his back-up. P. Larson made a motion that Earl Mattson not be charged for one of the two stalls he occupies in the Bus Garage in exchange for snow removal services. K. Hanson seconded. Motion carried. NextGen was in town on 12/5 and 12/6/11. They found the turbine oil filter was split, which explained the loss of fluid and the repeated "low oil" warnings. They replaced the filter, added oil and the turbine has been working ever since, a total of seven days today. Council directed clerk to hold off on any further action with regards to the turbine until further notice from them. Now that the school has been re-keyed, a new key policy is needed. Council agreed to the following: 1) a one-time \$25 non-refundable key deposit (to help defer the cost of re-keying); 2) \$100 replacement cost of lost keys; 3) use of key by anyone other than the authorized user will result in trespassing charges; and 4) room rent delinquent beyond a period of two weeks will result in loss of room and confiscation of property. Clerk has postponed compilation of a list of school contents until closer to a date of sale. The clerk requested direction from the council with regard to the remaining fuel-oil in the school tanks. Clerk was directed to attempt to locate documentation for fuel deliveries in question, which ones T. Truedson paid for, and measurement of remaining fuel. This discussion will be completed the night of the special council meeting. K. Hanson has decided not to lease the gym this winter. The city will pump the remaining propane out of the tank and transfer it to the city shop or city office. D. Peterson made a motion to accept the School Committee Report as presented. K. Hanson seconded. Motion carried.

**UNFINISHED BUSINESS:** P. Larson reported his dog is bringing home dead rats. Several other people present had also witnessed rats in town. Clerk was directed to send a letter to Harvest States requesting clean-up on their property.

**PAY BILLS:** T. Truedson made motion to pay the bills as presented. K. Hanson seconded. Motion carried.

**DECEMBER MEETING DATE:** The January meeting will be held on Monday, 1/9/2012, at 7 PM in the City Office. A special council meeting will be held on Monday, 1/16/2012, at 7 PM in the City Office, for the specific purpose of completing the outstanding federal EDA grant paperwork.

**NEW BUSINESS:** There was no other new business.

There being no further business brought forward for the council's attention, the meeting was adjourned at 8:50 PM by motion of D. Peterson, seconded by K. Hanson. Motion carried.

---

SGINED 1/9/2012  
Mary Cooney, Clerk (Attest)

---

SGINED 1/9/2012  
Todd Truedson, Mayor