

# Minutes

Kennedy City Council Meeting  
February 21, 2013

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**CALL TO ORDER:** Acting Mayor P. Larson called the meeting to order at 1:05 P.M. Council members present included Kevin Hanson and Justin Osowski. Council members C. Urbaniak and T. Truedson were absent due to work schedule conflicts. Also present were city employees Greg Mitziga and Mary Cooney, and engineering firm KLJ's Joel Paulsen, PE.

**PLEDGE OF ALLEGIANCE:** Recited.

**ADDITIONS TO THE AGENDA:** Joel Paulsen's KLJ engineering services.

**APPROVAL OF MINUTES:** Minutes will be presented at next month's full council meeting.

**PUBLIC FORUM:** Joel Paulsen, P.E., from KLJ, an area engineering firm, presented to the council some services his firm is interested in providing the City of Kennedy for their next water project. KLJ has extensive experience helping plan and maintain community infrastructure and has worked with a number of communities in our area including Argyle, Grafton, Barnesville, Grand Forks and Fargo. In addition to nearly 75 years of community infrastructure engineering experience, KLJ also offers services to help communities navigate the project process. It is KLJ's no fee policy for the writing of project specifications, and assisting in the government required request for proposal (RFP) process, which they believe sets them apart from their competition. Furthermore, they are the only engineering firm in our area with a government affairs staff that is available to help with the grant and financing process.

Paulsen described three primary sources of funding they would help Kennedy explore, in addition to helping with the RFP process. Once the RFP process has been completed, an engineer for the actual project will be selected. KLJ will be required to participate in the bid process.

The Kennedy water project being looked at is the replacement of a section of line that runs above ground, and across the coulee. This section of pipe was installed by the WPA in the 1940s. The valves along this line are as old as the pipe, and do not shut off completely, making it necessary to completely drain the water tower to perform repairs. It was this section of pipe that broke both in December, 2010, and again in December, 2011, leaving the entire city without water for eight hours.

K. Hanson made a motion to work with KLJ through the priority application process to the Minnesota Department of Health. J. Osowski seconded. Motion carried. Should other applications should be necessary, council approval for further action will be required. No fee will be charged to the city for assistance in this application process.

**CLERK'S REPORT:** The regularly scheduled February 4, 2013, council meeting was canceled due to blizzard conditions. The re-scheduled February 18, 2013, council meeting was canceled due to blizzard conditions. The February council meeting was then scheduled for February 21, 2013, at 1:00 P.M. to avoid any further delay, to get bills paid, and to meet with engineer Joel Paulsen before he went on vacation. Clerk presented Kittson Co. Volunteer Ambulance Service correspondence. The group is looking for volunteers and donations. Current volunteers are from Hallock, rural Hallock, Lancaster, and Lake Bronson. At this time there are no volunteer members from the City of Kennedy. K. Hanson made a motion to donate \$250.00 to the Kittson County Volunteer Ambulance Service. J. Osowski seconded. Motion carried.

Clerk presented correspondence from Northwest Community Action's John Wynne regarding commercial and owner occupied housing rehabilitation projects. Clerk was directed to invite Mr. Wynne to next month's council meeting.

There were resident water bills paid late this month, but no delinquent water bills that required disconnection notices.

K. Hanson made a motion to accept the Clerk's Report as presented. J. Osowski seconded. Motion carried.

**TREASURER'S REPORT:** The city's financial reports including Checks Issued in January 2013, Unpaid Bills Detail as of February 20, 2013, February 20, 2013 Cash Balance Sheet, and 01/29/2013 Bank Statements were presented and reviewed. On 01/30/2013 the city received \$3,463.37 from the Kittson County Auditor for property taxes, delinquent property taxes, specials and interest.

P. Larson made a motion to accept the Treasurer Report as presented. J. Osowski seconded. Motion carried.

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**PAY BILLS:** K. Hanson made a motion to pay all bills, totaling \$8,251.40, as presented. J. Osowski seconded. Motion carried.

**MAINTENANCE REPORT:** Attached.

K. Hanson made a motion to accept Maintenance Report as presented. J. Osowski seconded. Motion carried.

**FIRE DEPARTMENT REPORT:** Attached.

J. Osowski made a motion to accept the Fire Department Report as presented. K. Hanson seconded. Motion carried.

**SCHOOL COMMITTEE REPORT:** The turbine stopped running on 02/06/2013. Since the turbine went online in August, 2010, it has produced 32,000 kwh, earning the City, at .08571/kwh, a total of \$2,002.19 in 29 months. Even calculated at the highest monthly production (4200 kwh/month), 12 months/year, at the new, increased rate of .08913/kwh, earnings realized would only = \$4,492.16/year. The City notified Next Gen that the turbine was down again and also forwarded the production numbers. NextGen responded, "...they are discussing the situation."

Two cold storage tenants continue to have long term delinquent balances. M. Cooney was directed to proceed with legal process on one of the two and to wait to hear from T. Truedson on the other.

Rick Peterson is currently the only individual using the school building for anything other than cold storage.

K. Hanson made a motion to charge \$75.00/year for walking. J. Osowski seconded. Motion carried.

**UNFINISHED BUSINESS:** The Senior Center's February 2, 2013, meatball supper fund raiser was a huge success, serving about 135 dinners and earning about \$2600. Included in that total was a \$500 Thrivent grant. There was less than \$300 in expenses.

**NEW BUSINESS:** No new business was brought before the council at this time.

**MARCH MEETING DATE:** The March council meeting will be held on Monday, March 11, 2013, at 7:00 P.M. at the City Office.

There being no further business brought forward for the council's attention, the meeting was adjourned at 3:00 PM by motion made by J. Osowski and seconded by K. Hanson. All in favor and the motion carried.

Singed 3/11/2013

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Mary Cooney, Clerk (Attest)

Singed 3/11/2013

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Todd Truedson, Mayor

# City of Kennedy Maintenance Report

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February 21, 2013

1. Put new LED light bulbs in City Christmas wreaths and in two trees. Seven trees are left for next year.
2. Accident at old community center resulting in damage to the building and a broken city light pole. Otter Tail will replace pole, but there will be some damage to the City sidewalk in the process. We will file a claim with the driver's insurance company to pay for damages.
3. Kristin Pietruszewski picked up her fitness equipment from the school.
4. T. Truedson removed his two propane furnaces from the school (stage).
5. G. Mitziga attended pesticide license recertification class at Thief River Falls Northland College.
6. Working on two new picnic tables in the school shop.
7. Display meter at the water tower has been replaced.
8. There have been many days of snow removal with overtime including 6.5 hours on 1/13/13, 6.5 Hours on 1/20/13, and 7.0 hours on 2/29/13.
9. April will be waste water school in Detroit Lakes for three days.
10. Watershed meeting scheduled for 2/26/13 in Karlstad at 1:00 p.m.

# City of Kennedy Fire Dept. Report

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February 21, 2013

1. January 16, 2013, 11:30 A.M., an accident took place at the old community center. Damage was done to the building and a light pole was snapped off. A \$500-\$1000 insurance claim will be made with driver's carrier to repair the sidewalk, after the pole is replaced by Otter Tail. Building damages will be dealt with by building owner.
2. January 28, 2013, 7:00 P.M., a department meeting took place. Election of Officers: Chief Aaron Kirkeby, Assist. Chief Jon Langen, Secretary Greg Mitziga, Treasurer Mark Lundberg, and Training Officer Carey Mortenson.
3. February 4, 2013, 7:00 A.M., department meeting regarding maintenance.
4. Clerk compiled QuickBooks accounts for Fire Department and Relief Asc. Forwarded information to Relief Asc. auditor for 2012 audit.
5. Clerk passed on to department 2013 donation letter and labels to department for stuffing and mailing. Sixteen fire calls were answered in 2012 without incident. Two updated vehicles were purchased, a 2006 rescue van and a 1989 grass rig.
6. Clerk audited department's vehicle inventory, insurance, and title status. Currently in process of bringing all records up to date.