

# Minutes

Kennedy City Council Meeting  
August 5, 2013

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**CALL TO ORDER:** Mayor T. Truedson called the meeting to order at 5:07 P.M. Council members present included Justin Osowski, Cindy Urbaniak and P. Larson. Also present were City employees Greg Mitziga and Mary Cooney. Jeff Keller and Mike Green were also in attendance.

Kevin Hanson arrived at 5:30 P.M.

**PLEDGE OF ALLEGIANCE:** Recited.

**ADDITIONS TO THE AGENDA:** None.

**APPROVAL OF MINUTES:** The July 2013 minutes were not ready for review.

**PUBLIC FORUM:** Jeff Keller, Hallock's summer rec coach, was here to discuss the 2013 and 2014 summer rec programs. Keller does not negotiate the fees; the Hallock council or clerk would be responsible for fees. To change the fee, it is recommended that a discussion take place prior to the start of the season, and better yet in the fall of the preceding year, at budget time. Keller does set the schedule and is open to having some games in Kennedy. The schedule is made up in late April or early May. However, night games under the lights would be too late for many of the kids. Additionally, games here would result in a slight increase in fees due to an increase in mileage. The council agreed to attend a Hallock council meeting to discuss summer rec fees, and proceed from there. Keller left the council chambers.

Mike Green was here to discuss the ball field grandstand replacement. He stated he has received multiple, conflicting requests with regards to project wants and needs, but has not received any specific plans and specs. He doesn't recommend building a wooden, roofed grandstand structure without engineering, to assure the new structure will standup to future winds. Green recommends going with an engineered aluminum structure and shade canopy. Green left the council chambers.

**CLERK'S REPORT:** Clerk completed and submitted annual Fire Relief reporting 2013 Maximum Benefit Worksheet and the 2013 Lump Sum Pension Plans Reporting Form. Clerk also completed quarterly Minnesota Withholding Report, quarterly Minnesota Unemployment Report, quarterly Federal Withholding Report, and two bi-monthly Public Employee Pension Reports. Clerk input and submitted monthly Minnesota Pollution Control Agency (MPCA) Supplemental Data Report and, also, the monthly MPCA Supplemental Data Report.

Clerk completed PERA requested Overtime Study Reports for the years 2010, 2011, and 2012.

Clerk continued to update and maintain the city website on an ongoing, as needed basis.

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

**TREASURER'S REPORT:** The City's financial report was presented, including Checks Issued in July, 2013; Unpaid Bills Detail as of August 5, 2013; 8/5/2013 Cash Balance Sheet; 07/29/2013 Bank Statements, and Open Invoices as of August 5, 2013. Large receivables this month included first half of MN LGA in the amount of \$33,544, received on 7/19/13.

The City is in receipt of the 2014 Local Government Aid Notice from Minnesota Revenue, and the certified amount remains the same as 2013, \$66,764.

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

**PAY BILLS:** J. Osowski made a motion to pay all bills as presented, totaling \$8,003.45. C. Urbaniak seconded. Motion carried.

**MAINTENANCE REPORT:** Attached, with the following additions.

Tractor financing has been finalized with KodaBank in the form of a \$41,000 loan for five years @ 4%, with an annual payment due in August of each year. The old tractor trade-in will be the \$8,000 down-payment on the \$49,000 tractor total. Adjustments for loader brackets will be handled as a separate transaction.

Three hours of G. Mitziga overtime for mosquito spraying Donaldson on 7/18/2013 was approved.

Insurance claim for the January 16, 2013, Hwy 75 and 2<sup>nd</sup> Street accident is pending.

J. Osowski reported the painting firm he inquired about could not be recommended to the City for the city shop project. P. Larson will speak with Todd Davis Painting of Hallock and request a bid.

G. Mitziga will continue to seek pricing on the Kittson Avenue/4th Street to 3rd Street overlay street project.

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Water tower shed residing is pending.

Bus garage roof and residing (w/heavy weight siding at \$1.35/sf or light weight at \$1.05/sf) bid is as follows:

1. Roof - 5,268' @ \$1.01/sf = \$5320.68
2. North Side = 401.5'; Heavy Weight = \$542.03 and Light Weight = \$421.58
3. West Side = 1,320'; Heavy Weight = \$1782.00 and Light Weight = \$1386.00
4. South Side = 445.5'; Heavy Weight = \$601.43 and Light Weight = \$467.78
5. East Side = 485'; Heavy Weight = \$654.75 and Light Weight = \$509.25

No action will be taken on the bus garage project at this time, as funding must be identified or budgeted.

C. Urbaniak made a motion to accept Maintenance Report as presented. P. Larson seconded. Motion carried.

**FIRE DEPARTMENT REPORT:** Attached.

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

**SCHOOL COMMITTEE REPORT:** The turbine seems to need rebooting at least once a week.

Turf restoration assessment reflect that after the June seeding, the far east piece is bare in the middle; however, the west side is a bit better.

A decision on the ball field grandstand replacement is still pending a finalization of plans, specs and prices. It has been over eight weeks and timing is becoming a concern.

K. Hanson left council chambers, for the evening, at 7:15 P.M.

**UNFINISHED BUSINESS:** Long-term delinquent water bills now have 115 days to set-up payment schedules. Neither party has responded to date.

Regarding the demolition of the Old Thyme Shop, the owner's intention is to have it removed early this month.

Regarding the demolition of the Halbert property, the city has hired Ralph Twamley to raze the Halbert property, and the work is expected to be completed early this month. Halbert will be billed and should the bill remain outstanding at the end of the year, the amount will be attached to the property taxes.

Regarding condemnation of the Newman property, the court set a scheduling conference for August 16. Should Newman file an "answer" with the court, an evidentiary hearing will be scheduled. City attorney J. Hane will keep the City updated on the proceedings.

Pending condemnations appear to be higher risk for the city, with regard to reimbursement of the demo costs. The city will prioritize the Newman property and pending Martin condemnation.

The city office repair project is moving slowly. After three calls, Mike Green has yet to return prices on windows. The City will look to Lancaster Lumber for window bids and will call Jelly Roofing out of Newfolden and Bloomquist in Grafton for the roof repair bids.

The City should soon hear about the Kennedy water project MNDOH financing and the NWCA Owner Occupied Housing Rehab Program.

**NEW BUSINESS:** The Annual Budget Meeting will be held Monday, August 19, 2013, at 7:00 P.M., at the City Office.

**SEPTEMBER MEETING DATE:** The September council meeting will be held on Monday, September 9, 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 8:15 PM by motion made by T. Truedson and seconded by C. Urbaniak. All in favor and the motion carried.

Signed 9/9/2013

Mary Cooney, Clerk (Attest)

Signed 9/9/2013

Todd Truedson, Mayor

# City of Kennedy Maintenance Report

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August 5, 2013

1. July 16, 2013 – Tree trimming city lots on east side of town.
2. July 17, 2013 – Curb stop repair for fire hall.
3. July 17, 2013 – Poured sidewalk repair at 2<sup>nd</sup> Street and Highway 75.
4. July 18, 2013 – Curb stop repair at Tilman Spilde House.
5. July 18, 2013 – Manhole repair at alley behind Wayne Hultgren home.
6. July 19, 2013 – Tar patching Western Avenue.
7. July 19, 2013 – Tree trimming city lots.
8. July 22-26, 2013 – G. MITZIGA ON VACATION.
9. July 29, 2013 – Tar patch on 1<sup>st</sup> Street East in front of Delmont Hagen & R. Jensen homes.
10. August 1, 2013 – Tar patch on 5<sup>th</sup> Street East, from 202 5<sup>th</sup> Street East to Franklin Avenue.

# City of Kennedy Fire Dept. Report

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August 5, 2013

1. July, 20, 2013 - Two Kennedy firemen, one driving the Peterbuilt tanker truck and one driving the new rescue van, represented the Kennedy Fire Department in the Hallock parade.
2. July 29, 2013 – Fire training with Drayton Fire Department. Burned old Swanson house, located two miles east of Robbin, on MN Hwy 11. Five firemen from Kennedy attended from 5:30-10:30 P.M.
3. July 31, 2013 – Fire call to Lonnie Thompson’s storage shed in Donaldson. He was smoking out bees and the fire got out of hand, burning the front area of the storage shed. 6:30-8:30 P.M.
4. August 4, 2013 – Drayton Fire Department called for assistance but turned KFD around before they arrived at the fire.
5. No monthly KFD meeting in July.