

Minutes

Kennedy City Council Meeting
August 4, 2014

CALL TO ORDER: Mayor Todd Truedson called the meeting to order at 7:10 P.M. Council members present included Paul Larson and Kevin Hanson. Council member Cindy Urbaniak arrived at 7:30 due to a scheduling conflict. Council member Justin Osowski was absent. City employees present included Mary Cooney and Greg Mitziga. Resident Jodi Bowman was also present.

PLEDGE OF ALLEGIANCE: Recited.

ADDITIONS TO THE AGENDA: None.

APPROVAL OF MINUTES: P. Larson made a motion to approve the July 14, 2014, minutes as presented. K. Hanson seconded. Motion carried.

PUBLIC FORUM: None.

CLERK'S REPORT: Projects consuming the majority of the clerk's time this month included: the water project pre-construction meeting, legal documents review and preparation for signature; art grant project publicity and close-out reporting; posting maintenance job ads on web-site and in KC Enterprise and fielding calls and questions about the job; and KFD and KFR paperwork and reporting including forms SC-13, RF-13, MBW-13, and MBFTE Request of Reimbursement.

To date, Mike and Joni Anderson have not secured a licensed bar tender for the upcoming wedding at their home on September 5.

Clerk presented information from City Attorney J. Hane regarding Minnesota's Open Meeting Law and penalties for violation, including court imposed fines and, in some cases, forfeiture of office.

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

TREASURER'S REPORT: Monthly payables were completed including PERA payments, MN monthly payroll withholding payments and federal monthly payroll withholding payments, the MN quarterly payroll withholding report and federal quarterly payroll withholding report. The City's financial report was presented, including Checks Issued in July, 2014; Unpaid Bills Detail as of August 4, 2014; 8/4/2014 Cash Balance Sheet; 07/27/2014 Bank Statements; and, the August 1, 2014, Open Invoices report. Large receivables in July 2014 included: the first half of 2014 LGA in the amount of \$33,544 from Minnesota Management & Budget; and \$10,000 from Kittson Central School District for 2014 ball park lease. Large payables included: \$5,970 to Drees, Risky & Vallager for 2013 audit; and, \$9,214.76 to KodaBank for the JD7800 Tractor loan payment #1.

K. Hanson made a motion to transfer \$110.78 from the Baseball Account to the General Account to pay Gullanders for rakes and Otter Tail for the lights. P. Larson seconded. Motion carried.

K. Hanson made a motion to accept the Treasurer Report as presented. Larson seconded. Motion carried.

PAY BILLS: K. Hanson made a motion to pay all bills as presented, totaling \$22,346.85. Larson seconded. Motion carried.

MAINTENANCE REPORT: Greg Mitziga handed in his resignation letter on July 16, 2014, in which he stated he was giving a two week notice but would continue to work with the city as much as possible until such time the city hired a suitable replacement. Currently, only two applications have been received for the Public Works Supervisor position. The clerk asked if the council would like to expand the application period and the search to include the Karlstad, Drayton, Stephen, Thief River, Crookston and Grand Forks papers, in addition to the Kittson County Enterprise. Council indicated they would wait to see if more applications were received before the August 8, 2014, end of the current application period.

Clerk reported that Blake Hultgren was working expanded hours and performing expanded duties with expanded responsibilities since Greg Mitziga has begun working with Kittson Marshall Water. T. Truedson made a motion to pay B. Hultgren \$13/hour for the time he is functioning as the sole, full-time maintenance employee. P. Larson seconded. Motion carried.

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FIRE DEPARTMENT REPORT: None.

SCHOOL COMMITTEE REPORT: An individual continues to express interest in purchasing the city-owned wind turbine. City Attorney Hane has advised the council and staff on how to proceed through this process. This individual is currently gathering information from other owners of the same type of turbine in an effort to determine an offer with which he is comfortable.

125TH COMMITTEE REPORT: The clerk presented an Otter Tail bill for event activities that took place across from the VFW (the band, etc.) P. Larson said he would present the bill to the committee for payment.

A public thank-you to the donors, per the 125th donation solicitation letter, has yet to be made.

UNFINISHED BUSINESS:

2014 Water Project: C. Urbaniak made a motion to adopt the Resolution Accepting Minnesota Public Facilities Authority's Offer to Purchase a General Obligation Water Revenue Note, and, also to authorize the Execution of the Project Loan Agreement for the Note and the Additional Principal Forgiveness. P. Larson seconded. Motion Carried.

The water project construction phase began at the Kennedy construction site today, August 4, 2014.

Office Storm Windows: The clerk indicated that there is a citizens group forming to deal with fund raising and grant seeking for the restoration and preservation of the historical building that currently houses the city office. She questioned the council as to whether this should impact their decision to replace the storm windows for the current, old windows. No decision was made at this time.

Geothermal Sale: On July 15, 2014, the clerk corresponded via e-mail with the EDA's Jerry Figliulo, Chicago office, to inform him of the council's vote to "Return to the EDA the federal share of all proceeds from the sale of the geothermal equipment installed under EDA Project No. 06-79-73008". The e-mail also stated, "Please advise us as to how to proceed from here." To date, the city has not heard back. The council directed the treasurer to hold the \$20,000 in the money market account until further notice.

NEW BUSINESS: The meeting was closed to discuss the city's summer maintenance worker's performance during the 2-4 week period he will be working without G. Mitziga's daily supervision. Prior to reopening the meeting, Mary Cooney expressed her wish to purchase the city lot currently housing the Kennedy Community Garden and combine it with the lot she already owns to its north under a non-profit 501c3. T. Truedson made a motion to sell the city lot currently housing the Kennedy Community Garden for the price of \$1.00 plus all costs of the sale transaction to Mary Cooney, contingent upon the transfer of title to a 501c3. C. Urbaniak seconded. Motion carried with votes in favor by T. Truedson, C. Urbaniak and P. Larson. K. Hanson opposed.

SEPTEMBER MEETING DATE: The September council meeting will be held on Monday, September 8, 2014, at 7:00 P.M., at the City Office.

ADJOURN: There being no further business brought forward for the Council's attention, the meeting was adjourned at 8:40 PM with a motion made by C. Urbaniak and seconded by P. Larson. All in favor and the motion carried.

Signed 10/16/2014
Mary Cooney, Clerk (Attest)

Signed 10/16/2014
Todd Truedson, Mayor