

# Minutes

Kennedy City Council Meeting  
June 7, 2016

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**CALL TO ORDER:** Mayor Todd Truedson called the meeting to order at 7:05 P.M. Council members present included Jon Pietruszewski, Cindy Urbaniak, Kevin Hanson and Matt Casper. City employees Kevin Balstad and Mary Cooney were also present.

**PLEDGE OF ALLEGIANCE:** Recited.

**ADDITIONS TO THE AGENDA:** None.

**PUBLIC FORUM:** None.

**APPROVAL OF MINUTES:** C. Urbaniak made a motion to approve the May 9, 2016, minutes as presented. J. Pietruszewski seconded. All in favor and the motion carried.

**CLERK'S REPORT:** Projects that consumed the majority of the clerk's time in May 2016 included setting-up job interviews, conducting interviews, and follow-up after the hiring process, including notifying applicants that were not hired and the paperwork for new hire; writing a story about the Kennedy Summer Jobs Program and submitting to the LMC Magazine for the summer publication; obtained the required officers' signatures and submitted the KFRA MBW-15, SC-15, and FIRE-15 to the MN Auditor's Office; contacted parties interested in purchasing city lots; ordered front/west office window and transom; created map of city lots and owners; and met with EDA representative for Revolving Loan audit and KFD rescue van loan audit.

Regarding last month's tabled street project agenda item, it was decided that the city would not contract street paving in 2016 but would do a patch job at the intersection of 1<sup>st</sup> Street E. and the approach to the alley running north/south on the west of side M. Casper's property.

City employees inquired about a direct deposit payroll option. It was determined the cost with the city's bank, KodaBank, is prohibitive for a city our size.

Clerk requested council approval of summer hours, therefore allowing the clerk to work with the "Kennedy Green Team" and enabling the Kennedy youth summer job program to continue. C. Urbaniak made a motion the clerk work Monday through Thursday from 7:00-10:00 a.m. and from 1:00-6:00 p.m. The hours will stay the same even on rainy days and be in effect until school starts. The clerk will notify the public by posting a sign on the door, a message on the phone, and notifying residents by mail. J. Pietruszewski seconded. T. Truedson, M. Casper, C. Urbaniak and J. Pietruszewski voted in favor. K. Hanson opposed. The motion carried.

J. Pietruszewski made a motion to sell the city lots Mark Holman is interested in purchasing at the previously established price of \$0.05/SF. M. Casper seconded. All in favor and the motion carried.

C. Urbaniak made a motion the city contributes \$500 towards the demolition of the buildings at 204 3<sup>rd</sup> Street East. J. Pietruszewski seconded. All in favor and the motion carried.

M. Casper made a motion to accept the Clerk's Report as presented. K. Hanson seconded. All in favor and the motion carried.

**TREASURER'S REPORT:** Monthly payables were completed including twice monthly city employee payroll, twice monthly PERA payments, and, MN and federal monthly payroll withholding payments. The City's monthly financial report was presented, including Checks Issued in May, 2016; Unpaid Bills Detail as of June 3, 2016; 06/03/2016 Cash Balance Sheet; 05/26/2016 Bank Statements; there were no open invoices to report. There were no large receivables during the month of May 2016. There were no large payables due in the month of June 2016.

J. Pietruszewski made a motion to accept the Treasurer's Report as presented and to pay the bills as amended, totaling \$9734.75. C. Urbaniak seconded. All in favor and the motion carried.

**MAINTENANCE REPORT:** The majority of June was spent mowing, trimming, and catching up on miscellaneous items around town. Per K. Balstad, summer employee T. Olson is working out very well.

K. Balstad was issued his Minnesota Water Supply System Operator, Class E, certificate, effective 05/31/2016. As a certified water operator, he was given a pay increase effective June 1, 2016, of \$0.50/hour per his employment agreement.

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M. Casper made a motion to accept the Maintenance Report as presented. K. Hanson seconded. All in favor and the motion carried.

**FIRE DEPARTMENT REPORT:** There were no calls or meetings in May. The rescue van's equipment was put through an equipment test. K. Balstad will join the Kennedy Fire Department, therefore enabling him to respond to calls during the work day. M. Casper will keep him informed about the next meeting, at which time K. Balstad can join the department

C. Urbaniak made a motion to accept the Maintenance Report as presented. K. Hanson seconded. All in favor and the motion carried.

## COMMITTEE REPORTS:

**School Report.** Asbestos clean-up will be completed by K. Balstad. Two fans will be put in school to get the air moving during the summer months. K. Balstad will work with T. Truedson to get this task done. Clerk was given prices for the turbine and the kitchen range to be posted for sale on Craig's list.

The status of the ball park bleachers' canopy was requested. The plan is to get it up on the next calm day.

**Parks, Recreation & Celebrate Kennedy Report.** M. Casper, member of the Celebrate Kennedy committee, read a tentative line-up of activities with assurance that a final schedule would be to the clerk by Wednesday of the last week of June.

**UNFINISHED BUSINESS:** Clerk will follow-up with outstanding properties on the junk ordinance list.

**NEW BUSINESS/NEXT MEETING DATE:** The July council meeting will be held on Tuesday, July 5, 2016, 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 9:30 PM with a motion made by K. Hanson and second by J. Pietruszewski. All in favor and the motion carried.

Signed July 5, 2016

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Mary Cooney, Clerk (Attest)

Signed July 5, 2016

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Todd Truedson, Mayor