

Minutes

Kennedy City Council Meeting
February 6, 2017

CALL TO ORDER: Mayor Todd Truedson called the meeting to order at 7:05 P.M. Council members present included Jon Pietruszewski, Cindy Urbaniak, Matt Casper and Kevin Hanson. City employees present included Kevin Balstad and Mary Cooney. Additionally, engineers Dustin Fanfulik and Jordan Lee from Widseth Smith Nolting (WSN) and Joel Paulsen from Bolton & Menk were also in attendance.

PLEDGE OF ALLEGIANCE: Recited.

ADDITIONS TO THE AGENDA: None.

ENGINEERS REPORT: Engineers were present at this council meeting to begin the process of addressing the city's water, sewer and streets infrastructure needs. D. Fanfulik indicated WSN do not do tower work but contract with KLM on such items. J. Lee presented funding resources and source grant and loan information and deadlines. The WSN engineers left the council chambers at 7:40 p.m.

J. Paulsen entered the council chambers at 7:45 p.m. Paulsen defined several of Bolton & Menk specialties including civil, municipal, water, wastewater, and, transportation engineering. Project planning and management, as well as funding research and application support are services also available. Notably, Bolton & Menk are committed to building long term relationships with the communities they serve, and, Paulsen is already quite familiar with some of the City of Kennedy's water system, having been the lead engineer on the city's 2014 water project.

J. Pietruszewski made a motion to hire Bolton & Menk for engineering services of the city's infrastructure projects. K. Hanson seconded. All in favor and the motion carried.

Paulsen will begin compiling paperwork with Cooney and Balstad during the next month and be here again at the March council meeting. Paulsen left the council chamber at 8:45.

APPROVAL OF MINUTES: C. Urbaniak made a motion to approve the January 12, 2017, monthly council meeting 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 January 2017 included U.S. Census form C-404; 2016 W2s, W3s and 1009s; 2017 city budget to MN State Auditor; year-end reports; KFRA audit prep; continued work on USTI conversion; and, there was one holiday during the month.

J. Pietruszewski made a motion to accept the Clerk's Report as presented. C. Urbaniak 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, MN and federal monthly payroll withholding payments; and, MN and federal 4th quarter 2016 withholding reports. The City's monthly financial report was presented, including Checks Issued in January, 2017; Unpaid Bills Detail as of February 6, 2017; 2/06/2017 Cash Balance Sheet; 01/29/2017 Bank Statements; and, the February 2, 2017, open invoices were discussed. There were no large receivables during the month of January 2017. There were no large payables due in the month of February 2017.

K. Hanson made a motion to accept the Treasurer's Report as presented, and to pay the bills, as amended, totaling \$8,411.03. M. Casper seconded. All in favor and the motion carried.

MAINTENANCE REPORT: K. Balstad's written maintenance report was reviewed. Also, the right front leaf spring on the plow truck broke and truck was taken to Johnson Oil for repair. K. Balstad will be gone to the MRWA Water & Wastewater Technical Conference the week of March 6-10, 2017.

T. Truedson made a motion to approve K. Balstad's 3 hours overtime, as presented, for Sunday, February 5, 2017, sewer issue. C. Urbaniak seconded. All in favor and the motion carried.

M. Casper made a motion to approve \$50/month for K. Balstad's phone allowance, with ½ charged to sewer and ½ charged to water, J. Pietruszewski seconded. All in favor and the motion carried.

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

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FIRE DEPARTMENT REPORT: M. Casper presented the KFD report. A department meeting was held on January 9, 2017. The election of officers took place and all officers remained the same. The 1984 pumper truck was inspected by insurance adjuster Mark Nygaard and determined to be totaled. The department voted to spend up to \$55,000 on a replacement. C. Urbaniak made a motion to approve up to \$55,000 for the pumper truck replacement, J. Pietruszewski seconded. All in favor and the motion carried.

Training was held on January 23, 2017, at the Kittson Co. sheriff's office. Officer P. Klegstad taught 800Mhz radio system procedure.

KFD decided to give \$1000, each, to area fire departments from Hallock, Lake Bronson, Lancaster, Karlstad, and Drayton as a "thank-you" for their direct support during Kennedy's Farmers Elevator fire.

COMMITTEE REPORTS:

School Report. None.

Parks, Recreation & Celebrate Kennedy Report. Planning for Celebrate Kennedy 2017 had previously been tabled until the January 2017. It has yet to be further discussed and was not addressed at this meeting either.

UNFINISHED BUSINESS: The EDA loan continues to be on hold.

C. Urbaniak made a motion to rescind the January 12, 2017, vote to approve up to \$60,000 for the water tower maintenance and paint job and to award the bid to H & H Coatings, Inc. J. Pietruszewski seconded. All in favor and the motion carried.

Further discussion took place regarding the previous request for a city street vacation. The council agreed the interested party could notify the clerk a week prior to any meeting where he would like to attend and be added to the agenda for further discussion. The city would then make sure necessary city maps will be available during the meeting.

NEW BUSINESS/NEXT MEETING DATE: The March monthly council meeting will be held on Tuesday, March 14, 2017, 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 9:45 PM with a motion made by J. Pietruszewski and second by M. Casper. All in favor and the motion carried.

Signed 3/14/2017

Mary Cooney, Clerk (Attest)

Signed 3/14/2017

Todd Truedson, Mayor