

# Minutes

Kennedy City Council Meeting  
March 14, 2017

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**CALL TO ORDER:** Mayor Todd Truedson called the meeting to order at 7:25 P.M. Council members present included Jon Pietruszewski and Cindy Urbaniak. Council members Matt Casper and Kevin Hanson were absent. City employees present included Kevin Balstad and Mary Cooney. Additionally, engineer Joel Paulsen from Bolton & Menk was also in attendance.

**PLEDGE OF ALLEGIANCE:** Recited.

**ADDITIONS TO THE AGENDA:** None.

**ENGINEERS REPORT:** J. Paulsen informed the council that the application for the Minnesota Public Facilities Authority (MPFA) wastewater grant/loan was submitted. Additionally, he spoke with Kennedy's water supplier, NKRW, and reaffirmed that they will have enough water pressure for Kennedy during an emergency situation, just as they did for the 9/2016 Kennedy elevator fire. Paulsen thinks the most cost effective solution to Kennedy's existing water tower maintenance needs, given the tower was built in 1939, is to take the water tower and pumping station off-line and replace them with a booster station. The booster station would pump out of Kennedy's 70,000 gallon ground storage unit. The structure could be precast concrete or a wood structure with steel siding. The pump would be a variable speed drive two-pump system that ramps and slows with demand. One pump would work at a time and the other would serve as a back-up. The pumps would alternate to equalize wear. These types of pumps can last 20-30 years.

J. Paulsen stated that if the city does both water and wastewater at the same time the funds to repair the streets would also be available through the MPFA grant/loan program. Paulson presented the council with a set of very preliminary numbers and options. These numbers and options will be fine-tuned as more information is gathered.

Our next steps include: 1) Assess our current wastewater system; 2) refine the project scope and cost; and, 3) submit the water grant/loan application to MPFA.

Paulsen left the council chambers at 8:45.

**APPROVAL OF MINUTES:** C. Urbaniak made a motion to approve the February 6, 2017, monthly council meeting minutes as presented. J. Pietruszewski seconded. All in favor and the motion carried.

**CLERK'S REPORT:** Clerk's projects in February 2017 included transfer of '84 pumper truck title to LMCIT; 2016 annual sales tax payment and report; 2016 PERA Exclusion Report; 2016 Pay Equity Report; MN Department of Labor Prevailing Wage Report; 2017 Minnesota Pollution Control Wastewater Infrastructure Needs Survey; update MNHelp Kennedy contact information; MN Department of Revenue 2017 Annual License Request; letter to MN Pollution Control Agency for planned 2018 water/wastewater project; Cost & Effectiveness Certification Form to MPFA for 2014 water project; USDA annual reporting on status of Kennedy EDA funds; Minnesota Groundwater Survey; March issue of *Kennedy Klips*; input water meter readings; utility billing; utility disconnection notices; continued work on USTI conversion; and, the clerk took 32 hours of family medical leave. The clerk will be using comp time on March 27 and the city office will be closed.

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. The City's monthly financial report was presented, including Checks Issued in February, 2017; Unpaid Bills Detail/Council Approval Report as of 3/13/2017; 3/13/2017 Cash Balance Sheet; 02/26/2017 Bank Statements; and, the March 13, 2017, Open Invoice Report. Large receivables during the month of February 2017 included \$3,337.99 from Kittson County for property taxes and specials; \$13,750 from LMCIT for KFD 1984 pumper truck claim; and, \$35,537.50 reimbursement from Kennedy Farmers Elevator insurance company for 9/16 Kennedy Farmers Elevator fire. Large payables due in the month of March 2017 included \$1,462.62 Dahlstrom Motors KFD vehicle repair; \$1,141.40 Johnson Oil snow plow repair; and, \$1,326.00 Weleske Improvements water line break repair.

C. Urbaniak made a motion to accept the Treasurer's Report as presented, and to pay the bills, as amended, totaling \$9,703.76. J. Pietruszewski seconded. All in favor and the motion carried.

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**MAINTENANCE REPORT:** K. Balstad's written maintenance report was reviewed. He was gone to the MRWA Water & Wastewater Technical Conference the March 6-9, 2017. Water meter readings will be estimated this month while his leg continues to heal from surgery. The geothermal at the school shop is running very cold. T. Truedson said he would take a look at it.

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

**FIRE DEPARTMENT REPORT:** None.

**COMMITTEE REPORTS:**

**School Report.** None.

**Parks, Recreation & Celebrate Kennedy Report.** None. (Planning for Celebrate Kennedy 2017 remains tabled.)

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

City clean-up day will happen in May and the Ordinance 60 violators' notification will happen following that day.

**NEW BUSINESS/NEXT MEETING DATE:** The April monthly council meeting will be held on Tuesday, April 4, 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 10:00 PM with a motion made by J. Pietruszewski and second by C. Urbaniak. All in favor and the motion carried.

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Signed April 4, 2017  
Mary Cooney, Clerk (Attest)

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Signed April 4, 2017  
Todd Truedson, Mayor