

KINDRED CITY COUNCIL MEETING MINUTES

9-7-2016

1. 7:00 MEETING CALLED TO ORDER

Mayor Wanner called the meeting to order at 7:00pm with council members Spelhaug, Stoddard, Johnson, and Amerman present. Also present were PWS Darin Laverdure, City Engineer Brandon Oye, City Attorney Sarah Wear, Deputy Rufat Agayev, and City Auditor Twila Morrison. Guests: Marlowe Rud, Kimbra Amerman, Mark Erickson, Kim Bartram

Mayor Wanner began the meeting with the Pledge of Allegiance.

2. APPROVE AGENDA

Mr. Amerman wanted to add Social Media under his report; Mayor Wanner added Employee Reviews under Finance.

MOTION, passed

Mr. Amerman moved and Ms. Johnson seconded to approve the amended agenda. On a roll call vote, the motion carried unanimously.

3. CONSENT CALENDAR

MOTION, passed

Mr. Amerman and Mr. Spelhaug seconded to approve the minutes of 8-3 and special meeting minutes of 8-3-16. On a roll call vote, the motion carried unanimously.

MOTION, passed

Mr. Spelhaug moved and Mr. Stoddard seconded to approve the financials with additions. On a roll call vote, the motion carried unanimously.

4. BOARDS & COMMISSIONS

5. COUNCIL BUSINESS

a. Administration

Proclamation: Mayor Wanner proclaimed September 26, 2016 as the Quebe Sisters Day and encouraged everyone to enjoy the concert.

Yard waste dumpster: A resident asked the council to consider moving the yard waste dumpster to a different location because of the smell and debris. The council wanted to move it to the shop and see how it works there. Mr. Stoddard is also going to check with Enderlin on their set up.

Sidewalk enforcement: A resident complained that the sidewalks on Elm Street are in really bad shape. We have an ordinance that the resident is responsible for replacing their sidewalk. Mr. Oye said that a couple years ago they did a map and costs on replacing for an assessment district. He said that tree roots are the big problem. Mr. Stoddard suggested the council walk around town and mark out which sidewalks need replacing. We can send a letter to the homeowners in the winter giving them a deadline of July 30 to replace their sidewalk or the city will do it and charge it against their taxes. The letter could include 3 contractors contact info.

b. Pool

Valley Construction started framing up the sidewalk and concrete pad. Mr. Amerman & Ms. Johnson were upset that they didn't approve this before the Mayor gave the go ahead. Mayor Wanner explained that he wanted the job done before the snow fall and the council had been talking and talking about this for several months and never made a decision. The price was good.

c. PWS

Mr. Laverdure explained what happened when we were without water. The 1992 computer board went haywire and didn't kick in the pump. The board was replaced. The contractor said computer boards usually only last 8 or so years. Mr. Laverdure wanted the system to notify him when the water pressure gets to a certain point. He spoke with Cass Rural Water. Their system already does this. He is working on getting the city's system included in the notification process. Stop signs at Newport Ridge will be done by the end of the week. He will call in a locate to install the new signs at Linden & Maple. Mr. Amerman wanted the stop sign replaced in Newport Ridge that had graffiti.

d. Engineering

2014-2 – Mr. Oye reported that KPH responded regarding the defective curb & gutter. They quoted \$5/ sq. yd; Mayo Construction quoted \$4/ sq. yd; Astech quoted \$2/sq. yd. Moore Engineering has additional costs of \$5500.

MOTION, passed

Mr. Amerman moved and Mr. Spelhaug seconded to approve the deduction settlement using Mayo Construction at \$16,500 and Moore Engineering costs of \$5500. On a roll call vote, the motion carried unanimously.

Water tower- Mr. Oye went over the letter agreement amendment for civil engineering design services.

MOTION, passed

Mr. Amerman moved and Mr. Stoddard seconded to approve the Letter Agreement Amendment No. 1 for the water tower project. On a roll call vote, the motion carried unanimously.

A resident asked the city to consider the logo on the water tower to include the Vikings logo, etc. Mr. Oye said they will work up a few options and present them at the October meeting.

Funding – The MR&I info was sent. They will start on the DWSRF paperwork.

USACE Section 954: Mr. Oye thought it might be wise to send them a letter letting them know we are still interested in the grant funding. He will draft a letter & send it to Ms. Morrison. She will provide a signed copy for Mr. Spelhaug so he can send it to his legislative contacts.

f. P&Z

Ms. Wear is working on a lot split ordinance. The public hearing will be this month before P&Z and then a first reading at next month's city council.

g. Police

Deputy Agayev the following for the month of August: 1-burglary; 2-disturbance; 1-domestic; 1-reckless driving; 3-traffic complaint; 1-mentally impaired; 1-missing person; 1-parking complaint; 1-theft; 1-suicidal person; 1-fireworks; 1-public assist; 1-welfare check; 1-animal call. Deputy Agayev wanted to remind everyone to lock their doors, shut garage doors, etc.

h. Finance

2017 salaries – Mayor Wanner summarized the employee reviews. For Darin there is a time management issue, make a list of things that need to be done, communication skills, weekly log. Mr. Amerman had a spreadsheet with job codes. He said using his job description, assign job codes. That way it will be easier to budget specific needs. Mayor Wanner said his assets include he is a hard worker, knowledgeable, mechanical. Mr. Laverdure commented his scores were drastically different from last year and was wondering if he needed to find another job.

For Twila comments included she needs to use the League of Cities more, learn the Century Code, attitude. She is knowledgeable, trustworthy, efficient, and keeps a clean environment. Ms. Morrison responded by reading a prepared statement after which she and Mr. Laverdure left the room.

Upon returning to the meeting, Mayor Wanner asked her to document:

MOTION, passed

Mr. Spelhaug moved and Mr. Stoddard seconded to approve a pay increase for Darin Laverdure to \$21.75/hr and for Twila Morrison an increase to \$17.35/hr. On a roll call vote, the motion carried unanimously.

He also said that the council wants Mr. Laverdure to follow through with Mr. Amerman's spreadsheet and that the council will communicate throughout the year instead of waiting for review time.

Ms. Morrison asked what they want to budget for the WM and Cass Rural Water increases. We know that WM is increasing their rate 1% effective immediately and there will be another increase – albeit unknown how much – at the beginning of the year. The council decided to budget for 2% increase but decide how much to increase the resident's rates. For Cass Rural Water, increase the same as they are increasing for the city.

Mr. Amerman wanted to know thoughts on having the Park Board take the Memorial Building back. Ms. Morrison said that she has arrangements with Just for Kix, Tai Kwan Do, and many family parties to use the Memorial Building free of charge. She didn't know how the Park Board would be able to afford it. Mr. Amerman wants to start the conversation and see where it goes.

i. Museum

Ms. Morrison received an EBay link from Mr. Spelhaug's office of an item for sale. She got the bid for \$2. It was a postcard sent in 1906 from O.H. Ulsaker and sent to Prince de Maghans in Italy. The postcard she purchased was sent from Italy!

j. Auditor Report

Ms. Morrison reported she is taking a vacation the week of October 9th. She also reported that Cass County is having their budget hearing on September 19th.

Council Report

Mr. Amerman asked to have the city start a Facebook page so there is a way to notify residents when something is going on – like when we lost water. Ms. Morrison responded that the Attorney General has recommended that we do not have any social media because of a person that has ill intentions for the city and herself. He then suggested we add something to the website making it easier for residents to register their email or cell numbers so a blast could go out.

j. Mayor's Report

Mayor Wanner explained why he made the call about having contractor start the project.

6. ADJOURNMENT

MOTION, passed

On a motion by Mr. Spelhaug and seconded by Mr. Amerman the meeting was adjourned at 9:12 pm. On a roll call vote, the motion carried unanimously.

Next regular meeting will be held on 10-5-16 at 7pm.

(Minutes subject to council approval.)

(Agenda deadline is noon Wednesday the week before the meeting.)

Twila Morrison, City Auditor

Jeff Wanner – Mayor