

October 17, 2022

CALL MEETING TO ORDER: Acting Mayor C. Strom called the meeting to order at 5:30pm. City Council members present: J. Frei, P. Shablow. D. Shablow & Mayor R. Rector were absent. City employees present: S. Lund. Public present: D. Brown, R. Bridges, K. Levenhagen, R. Austad, L. Kowaliuk.

The Pledge to the American flag was given.

Approval of Minutes: P. Shablow made a motion, J. Frei seconded, to approve the regular City Council Meeting minutes from September 19, 2022. **M/S/P – P. Shablow/J. Frei/C. Strom.**

Citizens Concerns: R. Bridges asked to wait until Mayor R. Rector was present before he spoke.

Old Business:

Center kitchen dishwasher or sink: The clerk said our cook had tested the dishwasher and it is working fine.

Park Winterization: The clerk said B. Glad will weatherize buildings for the city after he is done with beet harvest.

New Business:

Interim Financial Report in packets: The council reviewed this report. P Shablow asked some questions about this report. P. Shablow made a motion, J. Frei seconded, to approve the Interim Financial Report. **M/S/P – P. Shablow/J. Frei/C. Strom.**

LMC monetary limits: J. Frei made a motion, P. Shablow seconded, to approve that the city does not wave the monetary limits. **M/S/P – J. Frei /P. Shablow/C. Strom.**

Safety Report: The clerk reported that the city had hosted a safety meeting and the safety trainer looked thought the community center and the fire department buildings for anything that needed attention. She sent a report of what she would like to see fixed.

IC storage: C. Strom asked J. Frei if the Improvement Committee would consider using the ball park concession stand to store some items instead of the village square. J. Frei said that would work.

Maintenance vacation time pay out: The clerk read a letter from LMC about vacation time payout and read the current employee policy concerning employees who leave the City without 2 weeks' notice. P. Shablow made a motion, J. Frei seconded, to pay R. Bridges the 48 hours of acclimated vacation time he earned while on probation. **M/S/P – P. Shablow/J. Frei/C. Strom.**

NKRW Rate Increase: The clerk received a letter from NKRW and their rate increase for 2023 will be 5%. P. Shablow said that NKRW increase last year was 3% and the City did not raise the water rates beyond that. The City rates will be addressed this at the next meeting.

Employee Policy Booklet: The clerk presented the council with changes to the employee policy. The council reviewed the policy and asked the clerk questions. P. Shablow made a motion, J. Frei seconded, to approve the 2022 Employee Policy Booklet as presented. **M/S/P – P. Shablow/J. Frei/C. Strom.**

Ordinances - Public Works & Traffic Codes: The clerk suggested a committee be formed to review the remaining ordinances from the Livable Code and bring the findings to the next council meeting. P. Shablow & C. Strom volunteered to do this.

2023 Liquor Licenses: P. Shablow made a motion, J. Frei seconded, to decrease the Maverick's On-Sale license from \$2,000.00 to \$800.00 per year and to approve the current 4 liquor licenses for 2023. **M/S/P – P. Shablow/J. Frei/C. Strom.**

Culverts on West River Street: C. Strom said he had received 2 quotes from Anderson Bros Construction. The first bid was for \$4,190.00 to install a drainage pipe. R. Austad said he does not want a pipe in the ditch in front of his garage on West River Street and without the pipe the cost would be \$2,190.00. C. Strom called P. Anderson to confirm the prices. P. Shablow made a motion, J. Frei seconded, to approve \$2,500.00 for Anderson Bros Construction to ditch the culvert on 122 West River Street and put in rock. L. Kowaliuk said she has a house down the hill from there and all the water goes into her driveway and the culvert needs to be cleaned out.

Mayor R. Rector entered the meeting at 6:10pm and took over for C. Strom. R. Rector said to have Anderson's look at the water going into L. Kowaliuk's property and possibly cleaning out the culvert.

Donate to the County Museum: The clerk said that in the past the city has donated \$500.00 to the museum. P. Shablow made a motion, C. Strom seconded, to donate \$500.00 to the Kittson County Museum. **M/S/P – P. Shablow/C. Strom/J. Frei.**

Maintenance Report: C. Strom said all the hydrants are flushed and he needs to put anti-freeze in them and fix one hydrant. C. Strom said R. Austad will look at making brackets for the Christmas light pole decorations. Strom said he has had some problems opening some valves and he has asked NKRW for help. C. Strom said he would burn the city dump burn pile.

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Citizens Concerns: R. Bridges said he has the pantry open now and asked the council to help with the utilities. R. Rector proposed that the City cover the pantry's water utilities bill monthly. P. Shablow made a motion, J. Frei seconded, to cover the monthly City bill for HannaRay's Pantry for Robert Bridges. **M/S/P – P. Shablow/J. Frei/C. Strom.** R. Bridges wanted to remind the City to open the gate valve behind the Village Square that was turned off when he was employed through the City to replace the pantry's meter and valve. L. Kowaliuk said that the mail-in election ballots for the 2022 General Election have discovered an error and the County is seeking guidance from the MN Supreme Court about how to proceed.

Council Roundtable: R. Rector said something has to be done with the tree by V.Hill's home. C. Strom said it is on City property and he will cut the overhanging limb off. J. Frei asked if the cone can be removed from the Hill street by the Lutheran church. C. Strom said he will move it.

City Bills/Claims to be Audited: P. Shablow made a motion, C. Strom seconded, to approve the city claims. **M/S/P – P. Shablow/C. Strom/J. Frei.**

Fire Department Bills/Claims to be Audited: J. Frei made a motion, C. Strom seconded, to approve the Fire Department claims. **M/S/P – J. Frei/C. Strom/P. Shablow**

Adjournment: P. Shablow made a motion, J. Frei seconded, to adjourn the meeting at 6:48 p.m. **M/S/P – P. Shablow/J. Frei/C. Strom.**

The next regularly scheduled City Council meeting will be on November 14, 2022 at 5:30 pm.

Sandra Lund, City Clerk