

CITY OF KENMARE
Council Proceedings
Minutes Pending Approval
April 12, 2023

Call to Order: Mayor Arlen Gartner called the regular meeting of the Kenmare City Council to order at 7:00pm.

The meeting began with the Pledge of Allegiance.

Council Members present as follows:

Roll Call: Jim Burud, Justin Patterson, Duane Dockter, Terese Schmidt, Miles Mibeck, Tammy Knutson.

Also Present: Mark Staskywicz, Michelle Stark, Allen Hall, Doug Diedrichsen, Josh Reiner (by phone), Dylan Williams, Taylor Stanley, and members of the public.

Mayor Report:

Library - Mayor Gartner reported on the current library situation. He will be meeting with the library board soon to discuss the situation.

Renaissance Zone - The bill reinstating the Renaissance zones has passed and the city will be applying for this program again. It was suggested we check with Moore Engineering about assistance with this program.

Housing Authority - condos by the fire department have been making a small profit and paying for themselves, as originally planned. Kalmbach appointed as Director.

Minutes:

City Council Meeting - MOTION by Schmidt to approve the minutes from the March 8, 2023, Meeting. Seconded by Mibeck. All in favor, motion carried.

Tax Equalization Meeting - MOTION by Burud to approve the minutes from the April 5, 2023 Meeting. Seconded by Dockter. All in favor, motion carried.

Emergency Operations Plan: MOTION by Mibeck to approve the proposed changes and emergency operations plan from Ward County. Seconded by Burud. All in favor, motion carried.

Engineer Report: Reiner presented updates to the council.

The sanitary sewer scoping project is estimated to be between May 10th to June 3rd.

Landfill expansion project will be reviewed later this week by Reiner, Mibeck, and Staskywicz to get the project moving forward.

Financials: Amy Ones will present financials at the May 2023 meeting.

MOTION by Mibeck to table the financials from August 2022 to March 2023. Seconded by Dockter. All in favor, motion carried.

Committee Reports:

Buildings-Facilities-Equipment: council discussed interest rates represented for the loader tractor loan.

MOTION by Dockter to apply for a loan from State Bank and Trust of Kenmare for the loader tractor, at the quoted rate, with Gartner, Burud, and Stark on the account. Seconded by Mibeck. Roll call. All in favor, motion carried.

The city will be working on clarifying the rental rules for the Memorial Hall. Stark will consult with the City Attorney to ensure the legality of the terms and then the Buildings Committee will review the terms again. Hall will be posted with signs: “No outside liquor allowed”.

Garbage-Landfill-Grounds:

Recycling Center Door:

MOTION by Mibeck to pay for a solid replacement door for the east entrance of the recycling center. Seconded by Docktor. All in favor, motion carried.

Circle Sanitation Roll-Offs:

MOTION by Mibeck to contact Circle Sanitation to deliver a roll off to the South landfill, as it is a fenced and permitted property, which will be supervised by the Public Works Department. Seconded by Docktor. All in favor, motion carried.

City Wide Cleanup 2023 will take place on May 15, 2023.

Personnel-Ways-Means-Finance:

Public Works department would like to switch to a 4/10 schedule for the summer, which will go from the days of May 1st to September 30th, 2023.

MOTION by Burud to approve the recommendation. Seconded by Patterson. Roll call. All in favor, motion carried.

Water Department Pickup-Truck:

MOTION by Burud to repair the Water Department pickup truck as requested by Staskywicz. No alternate quote provided.

Burud, Docktor, Patterson, Knutson, Mibeck. Not in favor: Schmidt. Motion Passed.

Meters: The committee recommends purchasing MXUs to replace the units not currently working on water meters, as well as having a stock on hand. Units will be ordered now and shipped when the stock becomes available. Funding would come from the Water improvement fund in the amount of \$20,000.

MOTION by Schmidt to approve purchasing \$20,000 worth of MXUs using Water Improvement Funds. Seconded by Patterson. All in favor, motion carried.

Clerk Of Court:

MOTION by Burud to approve a one-time compensation of \$350.00 to Gabby Nelson for extra time worked. Seconded by Knutson. All in favor, motion carried.

Safety Deposit Box:

MOTION by Burud to purchase a safety deposit box for safe keeping of titles and originals, with Gartner, Burud, and Stark on the account. Seconded by Mibeck. All in favor, motion carried.

Seasonal/Summer Help:

MOTION by Burud to advertise for seasonal help position with Public Works for taring and mowing, under 40 hours a week. Mark will have authority to approve the individual and pay from \$12- \$14 an hour depending on experience. Seconded by Schmidt. All in favor, motion carried.

No Bids for Mowing received, continue process for Bids.

Health-Beautification: Scheduling a meeting for next month to discuss the Spring Cleanup.

Streets-Walks-Alleys-Lights: Will contact Moore Engineering to discuss options for repairing the streets.

Water-Sewer: None.

Police Department: 58 Calls for service. Traffic Violations count: 34. Chief Hall is reviewing possible ordinance changes. Which will he bring to the personnel committee for review before council readings.

Clerk of Court: Deposits from Citations: February had 46 citations for total of \$772, and March had 31 citations for a total of \$536.

Planning and Zoning: Diedrichsen reported that the Dollar Tree Company has purchased property in town and will likely begin building soon. He is also working on an actual zoning map for each parcel, which will have clear revision dates. For. The townspeople to use. There will also be applications soon for plats, variances, special uses, and public uses; enabling a clear process for each area of change.

Bills: MOTION by Burud to approve bills. Second by Dockter. All in favor, motion carried.

Adjourn: MOTION by Schmidt to adjourn, second by Knutson. All in favor, motion carried.

Meeting adjourned at 8:29pm.

The next regular City Council Meeting is scheduled for May 5, 2023, at 7:00 PM at Kenmare City Hall.

Minutes are subject to approval & revision of the City Council.

Auditor

Mayor