Kensington City Council Meeting Minutes

March 6, 2023

Members Present: Jim Schecker, John Gran, Joe Miles, Brock Green, and Emmy Maheux

Members Absent:

Guests: Dean Birkland, Todd Bright, Jared Johnson, and Kyle Swanson

The monthly meeting for the Kensington City Council was held March 6, 2023, at 7:00 p.m. in the Kensington Community Center Council room and opened with the Pledge of Allegiance.

**Motion (Maheux/Gran) to approve the agenda. MCU**

**Motion (Gran/Miles) to approve the minutes of the February 6, 2023, and the Special meeting on February 27, 2023. MCU**

**Motion (Gran/Maheux) to approve the bills on the claims list. MCU**

**Motion (Miles/Gran) to approve the financial report as presented. MCU**

A donation request was received from West Central Area Schools for the summer recreation program. The council discussed the request and decided to donate $ 1,500.00 as we normally do.

**Motion (Gran/Green) to approve a $ 1,500.00 donation to the WCA School for the summer recreation program. MCU.**

Dean Birkland with Carlson SV presented the preliminary audit for the City of Kensington for 2022. The audit went well again this year, the state still hasn’t put out the legal compliance guidelines yet so the audit can’t be finished and submitted until those are released.

**Motion (Gran/Miles) to approve the 2022 preliminary audit for the City of Kensington as presented by Dean Birkland with Carlson SV. MCU**

Todd Bright, with Runestone Insurance presented the Cities property insurance renewal.

**Motion (Maheux/Green) to approve Runestone Insurance Agency as the Insurance Company for the City of Kensington. MCU**

**Motion (Gran/Maheux) that the City does not waive the monetary limits on municipal tort liability established by MN Statues 466.04. MCU**

Kyle Swanson was present to discuss with the council the addition he would like to build onto the front of this house. He would like to build a 16-foot addition to the front of his house which will breach the 30-foot setback requirements by 6 feet. He is requesting a variance from the city to build that addition. He has spoken to his neighbors regarding his proposed addition and has obtained written permission from them regarding the encroachment.

**Motion (Gran/Miles) to approve a setback variance for a house addition for Kyle Swanson at 35 Grand Avenue North to encroach 6 feet on the front set back requirement. MCU**

Jared Johnson was present to discuss snow removal. They need to widen some streets out; they will be bringing in the big truck into town to do that. Still having issues with the school removing snow into the street after the street has already been plowed. Jennifer will reach out to the superintendent again.

The board discussed the following revisions to the personal policy. Juneteenth has been signed into law as a state holiday in which no public business can be conducted. As costs have gone up the council also reviewed the rates on the meal reimbursement portion of personal policies. After discussion the board decided that the personal policies should be changed to include Juneteenth as a holiday effective in 2023 and the meal reimbursement should be changed to a flat rate per diem of $50.00 per day for meals with no receipts required.

**Motion (Green/Gran) to approve adding Juneteenth as a holiday to the personal policies effective in 2023. MCU**

**Motion (Maheux/Green) to approve a flat rate per diem rate of $50.00 per day for meals with no receipts required. MCU**

Central Lakes Restraunt Supply was out to inspect the convection oven and the kitchen stove. The convection oven is obsolete, and they are unable to get parts for it, so when something goes wrong with it they will not be able to repair it. The igniters are getting worn out but for now the flame is still going strong. The city should start budgeting for replacement. The stove/oven is also old, but they are still able to get the parts necessary to repair that. Central Lakes Restraunt Supply will be sending over some information for us to review.

The last time meeting minutes were published in the newspaper we got a bill from the Grant County Herald for $136.50. The city has never been billed for publishing meeting minutes in the past. In the past the Grant County Hearld either didn’t have a reporter that could attend the meetings or when they did the information that was published was incorrect and needed retraction or correction. Therefore, the agreement was that we would send our meeting minutes over and they would publish them. Jennifer reached out to the Hearld and spoke to Ashton, we discussed how this has worked in the past. She was going to speak to the owner of the paper regarding this so we can decide on how to move forward and get back to me. The council discussed the issue and felt spending that kind of money to publish meeting minutes is not necessary. Meeting minutes can be viewed upon request any time at the office and could be hung on the bulletin board in the Community Center if need be.

**Motion (Maheux/Green) to approve not publishing the City of Kensington meeting minutes in the Grant County Heald if there is a cost to the city to do so. MCU**

The board reviewed the lawn mowing contract. Prices will remain the same as last year and will be billed for each time mowing: Ballfield $75.00, Park, Boulevards, and Welcome to Kensington Signs $75.00, and the Dump $20.00. These prices will be effective for 2 years.

**Motion (Miles/Gran) to approve Eisel Lawn Care for mowing City of Kensington properties for another 2-year contract at the above discusses prices. MCU**

As a final step to the completion of the Douglas County Hazard Mitigation plan the City of Kensington needs to approve a resolution showing support and adopting the plan.

**Motion (Gran/Miles) to approve Resolution 3-2023 accepting the adoption of the Douglas County Hazard Mitigation Plan. MCU**

The city still has $ 21,690.12 in ARPA funds to spend or designate. These funds can be used for anything within the guidelines of how cities spend money. The council briefly discussed using some of the remaining funds to purchase speed/radar signs. The council asked Jennifer to get updated prices for these signs. They also discussed using the money for some of the engineering costs of the Green Acres Project.

The council was provided with the approved Douglas County Fee Schedule for all the Fire Departments in Douglas County for natural disasters. This same fee schedule would not only be used for natural disasters but would also be used for DNR calls and railroad emergencies. Jennifer is working with Julie Anderson with Douglas County Emergency Management to see if a similar fee schedule can be put together for other City staff and buildings in Douglas County.

**Motion (Gran/Maheux) to adjourn the meeting at 8:39 p.m. MCU**

The next meeting will be held on Monday, April 3, 2023, at 7 pm.

Jennifer Kangas, City Clerk