

**CITY OF KANDIYOHI  
MEETING OF COUNCIL  
April 3, 2023**

The Kandiyohi City Council held their regular meeting on Monday, April 3, 2023, at the City Hall/Civic Center located at 432 Atlantic Avenue Kandiyohi, MN 56251. Present were Mayor Jon Lindstrand; Council Members Jeff Clark, and James Raddatz; City Maintenance, Brandon Huls; and City Clerk Julie Woltjer. Absent: Council Members Scott McGillivray and David Streich

Mayor Lindstrand called the meeting to order at 7:00 p.m.

Council Meeting Guests: Kari Steinbeisser from CDS, Jeremy Boots from Moore Engineering, Becca Nistler and Kyle Carlson

**CONSENT AGENDA ITEMS:**

Approval of March 20, 2023, Council Meeting Minutes.

Claims List(Payments) April 3, 2023

Department Reports: No New Items

Council Member Raddatz motioned to approve the Consent Agenda Items. Council Member Clark seconded the motion, motion carried.

**PUBLIC FORUM**

No new items

**REPORTS OF OFFICERS**

**Public Hearing:** There will be an informational meeting to discuss the purchase of Self-Contained Breathing Apparatus (SCBA) Units, Adapters and Cylinders for the Kandiyohi Fire Department, including economic and environmental impacts, service area, alternatives to the project, and potential funding sources, including USDA Rural Development. All residents and property owners within the City of Kandiyohi are encouraged to attend.

**Hazard Mitigation Training:** There will be community hazard mitigation training on July 20, 2023, at 6pm.

**OLD BUSINESS**

The Fire Department is looking into options for selling or repurposing the pumper that was replaced.

**NEW BUSINESS**

**Credit Line:** Council Member Raddatz motioned to approve increasing the credit card line of Credit for Public Works and City Clerk to \$3,000 each with a total allowed credit balance of \$6,000 to offset the rising costs of operating expenditures. Council Member Clark seconded the motion. Mayor Lindstrand motioned for a voice vote: Streich - Absent, Clark – Yes, Raddatz – Yes, and McGillivray – Absent.

**Resolution 202303:** Council Member Clark motion to accept Resolution 202303 transferring franchise fees to an assigned fund to be used for future parks and recreation equipment and infrastructure needs. Council Member Raddatz seconded the motion. Mayor Lindstrand called for a voice vote: Clark – Yes, Raddatz – Yes, McGillivray – Absent, and Streich – Absent. Motion Carried.

**Resolution 202304:** Council Member Raddatz motion to accept Resolution 202304 transferring budgeted capital outlay funds to an assigned fund to be used for future grant ineligible infrastructure expenditures for City Streets, curbing, water, sewer, sanitary and storm sewer. Council Member Raddatz seconded the motion. Mayor Lindstrand called for a voice vote: Clark – Yes, Raddatz – Yes, McGillivray – Absent, and Streich – Absent. Motion Carried.

**Resolution 202305:** Council Member Raddatz motion to accept Resolution 202305 transferring budgeted public works equipment funds to an assigned fund to be used for future public works equipment purchases. Council Member seconded the motion. Mayor Lindstrand called for a voice vote: Clark – Yes, Raddatz – Yes, McGillivray – Absent, and Streich – Absent. Motion Carried.

**City of Kandiyohi 2022 Audit Report:** Kari Steinbeisser, CPA, CFE from CDS presented the Independent Auditor's Report to the City Council.

o Statement of the Kandiyohi's Net Position

o General Fund Cash and Investment Balances

- o 2022 General Fund Revenues
- o 2022 General Fund Expenditures
- o Water Fund Cash and Investment Balances
- o Sewer Fund Cash and Investment Balances
- o Storm Sewer Fund Cash and Investment Balances
- o Electric Fund Cash and Investment Balances
- o General Recommendations

Council Member Streich motioned to approve the 202 Auditors Report as is. Council Member Schneider seconded the motion, motion carried.

\*Annual Audit Reports are at the City Office for anyone who would like to view them.

Council Member Raddatz motioned accept the 2022 city audit, management letter and adjusting entries. Council Member Clark seconded the motion, motion carried.

Moore Engineering: Jeremy Boots from Moore Engineering gave an update on a new water treatment plant and water tower that the city needs and grant application opportunities.

**ANNOUNCEMENTS:**

**Hydrant Flushing: May 4, 2023** (weather permitting)

**KIDD:** June 9-11, 2023

**ADJOURNMENT**

Council Member Raddatz motioned to adjourn at 8:20 p.m., Council Member Clark seconded the motion. Meeting adjourned.

Next Council meeting will be on Monday, April 17, 2023, at 7:00 p.m.

Respectfully submitted,

Julie Woltjer  
City Clerk

**Claims List(Payments):**

American Legal Publishing	Ordinance Books/Website	\$1,055.00
Electric Motor Company	Parts	\$33.65
Fastenal	Water Supplies	\$490.49
Gopher State One	Locate Fees	\$1.35
Haug Implement	Oil Fuel Filter/Hose	\$60.40
Harvest Bank	ACH Fees	\$32.00
Kandiyohi County Auditor	Property Assessments	\$8,444.40
LMC	City Council Conference Fees	\$560.00
Mileage/Hotel Reimbursement		\$275.28
MN Revenue	Employee Payroll Taxes	\$411.13
MRWA	Annual Membership Dues	\$445.00
Payroll		\$847.26
Payroll		\$629.30
Payroll		\$36.94
PERA		\$321.03
Payroll		\$665.13
Payroll		\$769.14
PERA		\$314.05
Sand Electric	Civic Center Light Fixtures	\$6,789.00
Tricia Stanghelle	Civic Center Cleaning	\$15.00
US Treasury	Employer/Employee Payroll Taxes	\$2,204.59
Xcel Energy	City Gas	\$115.98
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Total Expenditures		\$24,516.12
City Portion of Fire Department Expenditures		\$123.01