

**MINUTES
CITY OF HECTOR
REGULAR MEETING – 7:00 P.M.
OCTOBER 10, 2016**

PRESENT: Mayor Steven Squibb, Ralph Bergsma, Doug Best and Jeff Heerdt.

ABSENT: Penny Kandt

STAFF PRESENT: Kathy Blackwell, Clifton Allen and Jerome Schueller.

ALSO PRESENT: Penny Macik, Marty Lawson, Sarah Work, Marlys Hagstrom, Teri Hill, and Beate Reuber.

Mayor Squibb opened the meeting at 7:00 p.m. following the pledge of allegiance.

MOTION by Ralph Bergsma, seconded by Doug Best and carried to approve the agenda with the following changes: Brad Falteysek will not be present and the addition of the temporary bonds. MOTION by Doug Best, seconded by Jeff Heerdt and carried to approve the consent agenda.

HEALTH INSURANCE RENEWAL – Justin Kroeger the city's insurance agent explained the options for the employee's health insurance renewal. Kroeger is recommending moving to a Preferred One plan that is very similar to the current Blue Cross Blue Shield plan that will be a slight cost reduction for the city. The BCBS renewal rate is a 29.5% increase. MOTION by Doug Best, seconded by Ralph Bergsma and carried to change to the Preferred One plan effective December 1, 2016.

PROJECT UPDATES – City Engineer Clifton Allen reviewed the projects. Allen noted that the long and wet construction season has been frustrating for the crews and residents.

Quam plans to continue working into November as long as the weather cooperates. Pay request #9 in the amount of \$645,086. Change Order #8 in the amount of \$14,396 and Change Order #9 in the amount of \$73,541.36 are pending. Rural Development did not fund Change Order #8.

Hjerpe has submitted Pay request #5 in the amount of \$186,858.33 and it is pending.

KHC has submitted a final Pay request #7 in the amount of \$1,000.05 and it is pending.

Gridor has submitted Pay request #17 in the amount of \$34,067 and it is pending

General Construction is working on a final punch list of items on the water tower.

MOTION by Doug Best, seconded by Jeff Heerdt and carried to approve the payments as listed and underlined above, pending approval from Rural Development.

TEMPORARY BONDS – Mayor Squibb noted that the temporary bonds that were issued are due on 2/1/17 and it is hoped that the RD loans can be closed before that date so refinancing is not necessary.

LIONS – Teri Hill stated the Lions are fund raising for a new electronic sign for the community. Hill noted that the sign should be considered a community project, not a Lions project.

SIDEWALK/CURB – Beate Reuber inquired about having new sidewalk and curb/gutter installed by the Interstate Telecom building. Moore will work on a cost estimate and Clerk Blackwell will look into the city's assessment policy on funding the improvements.

AIRPORT – The “needs” meeting with MnDOT is scheduled for October 17th. The electrical and fuel project will begin soon.

AMBULANCE/FIRE – The ambulance service met with Olivia Ambulance regarding an ALS license. The new fire truck will be in service in approximately 3 weeks.

EDA – Mayor Squibb and Penny Macik explained the recommendation by the EDA board that the city consider the sale of Prairie View. The EDA board feels that they met the purpose of starting the facility and now it is time to sell it to a private company. This would allow the EDA more time to work on other projects. MOTION by Doug Best, seconded by Ralph Bergsma and carried to approve the EDA recommendation of beginning the RFP process to find a buyer for Prairie View.

CEMETERY – Trees at the cemetery were trimmed and stumps need to be ground out. It was noted that if city staff doesn't have time to grind the stumps, a company should be hired to do it. A cemetery committee meeting will be scheduled.

POLICE – Chief Best noted that they are trying to stop truck traffic that is using side streets due to the detour, but it is a challenge. A new vehicle should be put in the capital fund plan for 2018.

PUBLIC WORKS – The council had no questions on the reports from Jerome or Mike. It was noted that the jetter truck needs to be repaired. Additional piping at the waste water plant will be discussed at the November meeting. Ralph stated that the generator should be put away and other debris removed from the water plant.

SNOW BIDS – MOTION by Jeff Heerdt, seconded by Ralph Bergsma and carried to accept the bids for snow removal for the 2016-2017 season from K & S Millwrights and Hughes Excavating. Doug Best abstained from the motion.

LIBRARY/CC – The new camera system was installed in the building. The council directed Jerome Schueller to obtain a second bid to replace the roof on the building, as it was included in the 2016 budget.

DEPUTY CLERK – MOTION by Ralph Bergsma, seconded by Jeff Heerdt and carried to approve the wage increase for Mary Johnson as recommended by Clerk Blackwell. Johnson's wage will increase from \$15/hour to \$16/hour on October 10, 2016 and increase from \$16/hour to \$17/hour on January 9, 2017.

SEASONAL – Councilor Best agreed to talk with Frank Schafer about how long he is available to work this fall and assess the work load. This will be discussed at the November meeting.

MOTION by Ralph Bergsma and seconded by Doug Best to adjourn the meeting at 8:16 p.m.

A handwritten signature in cursive script, reading "Kathy L. Blackwell". The signature is written in black ink and is positioned above a horizontal line.

Kathy L. Blackwell
City Clerk