

HECTOR CITY COUNCIL MEETING
Monday, May 9, 2022 • 6:00 p.m.
HECTOR COMMUNITY CENTER
MINUTES

Mayor Squibb called the meeting to order at 6:00 p.m., followed by Roll Call to determine a quorum.

Members present: CM Best, CM Ebbers, CM Heerdt, CM Krueger, and Mayor Squibb
Staff present: Deputy Clerk Beckler, Airport Manager/PW Schellenberg, PW Deal, PW Rodmyre, Chief Kramer and Chief Pierce
Residents/Visitors that signed in

1. Approval of the agenda and any agenda additions:

- Add 5-1H Security Camera
- Add 5-2D Veterans Stones
- Add 6-A2 Community Spirit

A motion by CM Best, second by CM Ebbers, and unanimously carried to approve the agenda with changes

2. Consent Agenda – Consent Agenda – *The following are considered routine or non-controversial by the Council and approved with one motion. There will be no separate discussion of these items unless a council member requests the mayor. In that event, the item(s) will be removed from the Consent Agenda and considered in its customary on the agenda.*

- 2.01 Approve proposed Minutes from April 11, 2022, City Council Meeting
- 2.02 Approval of Payables & Payroll

A motion by CM Heerdt, second by CM Best, and unanimously carried to approve the consent agenda

3. **Public Hearings:**

Petitions, requests, and communications:

1. Kirk Peterson: Core & Main

a. Water Meter/Antenna Update:

- Quote of \$54,702.45 to install the antenna on water tower for meter reading
- Antenna will be paid with ARPA funds
- Install 50 meters and reconfiguring remainder of current meters is \$36,100
- Council asked for a quote for installing all new meters for entire town

A motion by CM Krueger, second by CM Heerdt, and unanimously carried to approve the antenna on the water tower in the amount of \$54,702.45

2. Jeremy Boots: Moore Engineering

a. Water Main Break Update:

- Will apply for 2023 grants to do seal coating

- Two areas where there were water main breaks by railroad tracks and corner on Hwy 4 and 212
- Currently the USDA is only funding smaller projects
- Possibility of adding Douglas Ave E by St Paul Lutheran Church
- Patching of 2022, seal coating and fog seal will start shortly

A motion by CM Ebbers, second by CM Best, and unanimously carried to approve to consolidate the 2023 seal coating and the areas where water main breaks have occurred in a single project

b. Task Order Amendment:

- Current task order has expired
- New task order amendment will extend for another three years

A motion by CM Heerdt, second by CM Krueger, and unanimously carried to approve the task order amendment

3. Airport SOQ Review & Ranking:

- Received two SOQs (Bollig and Short Elliot Hendricks)

A motion by Mayor Squibb, second by CM Best, and unanimously carried to approve the SOQ from Bollig

4. Ordinances and Resolutions:

- **Resolution 2022-12** A RESOLUTION ESTABLISHING JUNETEENTH AS A CITY HOLIDAY

A motion by CM Best, second by CM Krueger, and unanimously carried to establishing Juneteenth as a city holiday

- **Resolution 2022-17** A RESOLUTION TO ELECT THE STANDARD ALLOWANCE AVAILABLE UNDER THE REVENUE LOSS PROVISION OF THE CORONAVIRUS LOCAL FISCAL RECOVERY FUND ESTABLISHED UNDER THE AMERICAN RESCUE PLAN ACT

A motion by CM Heerdt, second by CM Best, and unanimously carried to elect the standard allowance available under the revenue loss provision of the coronavirus local fiscal recovery fund established under the American Rescue Plan Act

- **Resolution 2022-18** A RESOLUTION ACCEPTING DONATIONS AND DESIGNATING ITS USE – AMBULANCE FUND

A motion by CM Ebbers, second by CM Best, and unanimously carried to approve the donation and designating their use – Ambulance Fund

- **Resolution 2022-19** A RESOLUTION ACCEPTING DONATIONS AND DESIGNATING ITS USE – AMBULANCE FUND

A motion by CM Ebbers, second by CM Best, and unanimously carried to approve the donation and designating their use – Ambulance Fund

- **Resolution 2022-20** A RESOLUTION ACCEPTING A BANK TRANSFER, AN ACCOUNTING/OPERATING TRANSFER, AND A FUND CLOSURE

A motion by CM Best, second by CM Ebbers, and unanimously carried to approve the bank transfer, and accounting/operating transfer, and a fund closure

5. Reports of officers, boards, and committees:

1. Administration—Mayor Squibb & Deputy Clerk Beckler
 - a) Administration Update

- b) ABDO Memo:
 - ABDO will assist with the transfer of funds from the EDA to the city checking account
- c) Johnson Jet-Line Updated Proposal:
 - Updated two-year contract vs the previous five-year contract
 - Deputy Clerk Beckler will reach out to Jeremy Boots from Moore Engineering to get another bid/quote
- d) Seasonal & Full-time Employment:
 - Seasonal position posted at the BLH High School, city website, city Facebook, and the League of Minnesota Cities at no cost
 - Council approved the posting of the full-time position with a deadline of May 27, 2022
- e) Cemetery Ordinance:
 - No current cemetery ordinance
 - Council to review rough draft of ordinance
 - Council approved the removal of flowers seven-days after Memorial Day
- f) Renville County HRA/EDA Community Impact Fund:
 - City applied and received \$1,000 grant from the Renville County HRA/EDA
 - Grant will be used towards another bleacher at the softball field
- g) City Clean-up – CM Heerdt/Spring Cleanup – Deputy Clerk Beckler:
 - Tabled the city clean-up fee to this fall and will discuss again at July council meeting
 - Will do the branches and bagged leaves for spring
- h) Security Camera:
 - Heartland Security installed the cameras at the community center, library and police department
 - Deputy Clerk Beckler to contact Heartland Security to receive a quote for a security camera in City Hall

2. Public Utilities— Gina Schellenberg & Gayle Deal

- a) PW Update:
 - “No parking on school days” signs found in city’s sign inventory
 - Currently have seven signs but need a few more

A motion by CM Krueger second by CM Ebbers, and unanimously carried to approve the purchase of a few more no parking on school days signs and discuss this with the school board before the start of the new school year

- North Four Drive that is pass Hwy 4 is mucky
 - Will need to get this built up and get a base back to it
 - Kevin Loftness will put small rock then gravel in the parking lot behind The Other Place
- b) Nuvera Internet:

- Internet is now at the water plant after working with Nuvera since last year
- c) SCADA System:
 - Updated the system which was much needed
 - System will be paid with ARPA funds
 - System cost roughly about \$15,000
- d) Veterans Stones:
 - If the Events Center ever gets sold, the stones will need to be removed
 - Legion would like to put by the Lions sign by the park
 - Hector Lions will help move the stones when the time comes
 - The Legion would like to add flags of armed services
 - CM Ebbers will present a plan to council

3. Police Department—Police Chief Z. Pierce

- a) PD Update:
 - Patrol Officer Christianson was introduced to the council
 - Orders for squad car could be open within the next couple of days
 - Chief Pierce will talk with Heartland Security to see if an option for a camera can be placed at the brush site
- b) Chief Pay Scale:
 - Chief Pierce presented step wage at last meeting

A motion to increase the Chief of Police pay to a step 4 by CM Krueger, seconded by CM Heerdt, but motion was rescinded

A motion by CM Heerdt, seconded by CM Ebbers, unanimously carried to approve the starting pay of \$35.00 with CM Best abstaining

4. Fire Department—Fire Chief R. Kramer

- a) FD Update:
 - Chief Kramer thanked public works for sweeping the fire parking lot

5. Ambulance—Ken Rodmyre/Gayle Deal

- a) Ambulance Update:
 - 43 YTD on calls
- b) Medical Direction Change:
 - Dr. Wilcox has joined with other medical directors
 - No charge for their services till 2023
- c) Staff Coverage:
 - Three members out for leave
 - CM Ebbers thanked the ambulance crew on their service and professionalism

6. Airport—Airport Manager Gina Schellenberg

- a) AP Update:
 - Windsock pole was damaged due to storm
 - League of Minnesota Cities covered the claim

- Insurance adjustor stated the deck railing needs to be removed from airport house
- Country Wide Lumber submitted quote in the amount of \$13,294.04 for the roof repair

A motion by CM Ebbers, second by CM Heerdt and unanimously carried to approve Country Wide Lumber quote in the amount of \$13,294.04 contingent on the insurance coverage

7. EDA—

a) New Member:

A motion by CM Best, second by CM Ebbers, and unanimously carried to approve Rebecca Heerdt as a new member of the EDA

6. Unfinished business:

a) Miscellaneous: Residents addressing the Council

1. Pool:

- RQPs were due April 18 and no bids were received
- Janis Weikle reached out to another firm but are unavailable
- CM Heerdt reached out to a pool company in Wisconsin who will submit a proposal
- Deputy Clerk Beckler will let council know when the proposal is received

2. Hector Community Spirit:

- HCS would like the city to donate the old street signs

A motion by CM Heerdt, second by CM Best, and unanimously carried to approve the donation of street signs to Hector Community Spirit

3. 3rd St W:

- CM Ebbers asked Chief Pierce if the house can be cleaned up
- Chief Pierce is working with many individual on this property

7. Adjournment:

A motion by CM Heerdt, second by CM Ebbers, and unanimously carried to adjourn the meeting at 8:14 p.m.