

**HECTOR CITY COUNCIL
MONTHLY CITY COUNCIL MEETING
APRIL 8, 2013**

CALL TO ORDER – MONTHLY COUNCIL MEETING

A meeting of the Hector City Council was called to order on April 8th at 7:00 p.m. with the pledge of allegiance by Mayor Squibb. Members present: Mayor Steven Squibb, Council Members: Ralph Bergsma, Chuck Gentry, Janet Olson and Greg Radermacher. Staff present: City Administrator Barbara Hoyhtya, & Police Chief Pat Callahan. Others present: John Hubin, Larry Juul, Marty Lawson, Cindy Rippentrop, Julie Schafer and Andi Whitlatch.

Welcome to everyone by Mayor Squibb.

APPROVAL OF AGENDA

Council Member Radermacher motioned to approve the agenda with the following additions: E. 3. Funds from sale of pickup, F. 6. Triple J Farm Funds. with a second by Council Member Bergsma. Bergsma, Gentry, Olson, Radermacher and Squibb voted in favor, none voted against. Motion carried.

Motion by Council Member Olson to approve the consent agenda, with a second by Council Member Radermacher. Bergsma, Gentry, Olson, Radermacher and Squibb voted in favor, none voted against. Motion carried.

ORDINANCES & RESOLUTIONS

Discussion on the Noise and Burning Ordinances. There have been complaints that people are burning garbage in their fire pits. This is not allowed and if reported the police department will investigate and ticket. The noise ordinance speaker to loud audible noise that unreasonably annoys, disturbs, injures, or endangers the comfort, repose, health, peace, safety or welfare of any person or precludes their enjoyment of property or affects their property's value. Hoyhtya will look at the two ordinances and make recommendations for changes. The Police Department will uphold the noise and burning ordinances.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

Airport – Chairman Larry Juul was present to address the council. It is the committee's feelings that the old city hanger that was damaged by the July 1, 2010 storm be taken down for safety concerns. A place for the airplanes in the hanger will be found.

Motion to offer the old city hanger to be torn down and cleaned up 30 days after the 30 day requirement to vacate the building by Council Member Gentry, second by Council Member Olson. Bergsma, Gentry, Olson, Radermacher and Squibb voted in favor, none voted against. Motion carried.

A RFP will be advertised for the Hector Airport Snow Removal and Grass Mowing.

A RFP will be advertised for an Airport Engineer.

Ambulance – Motion to approve Heather Gee, Sunni Borth, Zak Pierce, Luke Jacques and Karl Koford as new members or returning members of the squad upon completion of all necessary classes and training by Council Member Bergsma with a second by Council Member Radermacher. Bergsma, Gentry Olson, Radermacher and Squibb voted in favor, none voted against. Motion carried.

EDA – Welcome Home Management was taken over and working on paper work and getting employees up to speed. The EDA has talked about building additional sets of townhomes but at this time there is no funding for this. Will continue to watch for this funding.

Police – The recent burglaries have been solved. Thank you to officers Koford and Kozel. Council Member Bergsma motioned to approve the revised job description for the full & part time officers with a second by Council Member Olson. Bergsma, Gentry, Olson, Radermacher and Squibb voted in favor, none voted against. Motion carried.

The council reviewed the proposed squad car and equipment list. The city will apply for a USDA grant and low income loan. Depending on the funding, the cost will be looked at again. The 2002 squad was sold on Minnbid for \$1,510. The same gentleman will be purchasing a push bumper that the city does not use for \$125.

Al Watkins representing the BLHS athletic program addressed the council about the softball field. The parents would like to build a shelter and make other improvements to the field. They will bring plans to the city when they are ready with the help of the city, volunteers, school and donations. The city will make sure that the field is mowed and bathrooms open. They play every Wednesday and Sunday from Mother's Day to the end of July.

Public Works – The water/wastewater truck transmission has gone out. Motion to accept the bid for a used transmission to be put in by Delfin Wulkan for \$1,395.37 by Council Member Gentry, second by Council Member Olson. Bergsma, Gentry, Olson, Radermacher and Squibb voted in favor, none voted against. Motion carried.

On the employee agenda will be a discussion on the use of equipment and vehicles.

The City of Hector and its wastewater treatment facility staff received a certificate of commendation for the year 2012 in complying with the Minnesota Pollution Control Agency's Permit Program.

Motion to transfer the money from the sale of the 2000 truck (\$15,301.00) into the capital funds truck for the street department and \$1,510.00 from the sale of the squad car to the police squad capital funds by Council Member Olson, second by Council Member Radermacher. Bergsma, Gentry, Olson, Radermacher and Squibb voted in favor, none voted against. Motion carried.

Hoyhtya and Schueller to start shopping for prices on replacing the water/wastewater truck and apply for USDA funds.

Administration – Motion to give the mowing of the cemetery and the weeding bid for city properties to Honey-Do-Lawn Service with a motion by Council Member Bergsma, second by Council Member Gentry. Bergsma, Gentry, Olson, Radermacher and Squibb voted in favor, none voted against. Motion carried.

Motion to approve the bid from Northern Technologies for \$5,400.00 for soil borings with reimbursement from USDA funds and Triple J Farms by Council Member Bergsma with a second by Council Member Radermacher. Bergsma, Gentry, Olson, Radermacher and Squibb voted in favor, none voted against. Motion carried.

The council discussed the aging computers and the need for a server in the city offices and police department. Motion to approve the purchase to update the office equipment and server from CDW for \$9,110.67 by Council Member Bergsma with a second by Council Member Gentry. Bergsma, Gentry, Olson, Radermacher and Squibb voted in favor, none voted against. Motion carried.

Mileage going to meetings was discussed and tabled so the council can think about it.

Motion to transfer the payment of \$650,000 to Capital Infrastructure from Triple J Farms by Council Member Olson with a second by Council Member Bergsma. Bergsma, Gentry, Olson, Radermacher and Squibb voted in favor, none voted against. Motion carried.

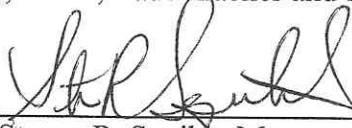
Motion to move forward with the implementation of the PSN Payment Service Network by Council Member Gentry, second by Council Member Olson. Bergsma, Gentry, Olson, Radermacher and Squibb voted in favor, none voted against. Motion carried.

Personnel Committee - The city received eight applications for the Deputy Clerk position. The personnel committee interviewed two and recommends hiring Karen Neuman. Motion to extend the job offer to Karen Neuman at \$15.50 starting pay with a review in 6 months to start by April 22, 2013 or before pending the completion of the On the Job Training paperwork by Council Member Radermacher, second by Council Member Gentry. Bergsma, Gentry, Olson, Radermacher and Squibb voted in favor, none voted against. Motion carried. On the Job Training will pay for 50% of her wage until June 30, 2013 and the Banyon training costs.

An open house will be held on April 30, 2013 for Barb Johnson at the city office.

ADJOURNMENT

The meeting was adjourned at 8:50 p.m. with a motion by Council Member Olson, second by Council Member Bergsma. Bergsma, Gentry, Olson, Radermacher and Squibb voted in favor, none voted against. Motion carried.



Steven R. Squibb, Mayor

Barbara M. Hoyhtya, City Administrator
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