

**HECTOR CITY COUNCIL MEETING**  
**December 13, 2021**  
**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 Ebbers, CM Heerd, CM Krueger, and Mayor Squibb.

Members absent: CM Best (working)

Staff present: Deputy Clerk Beckler, Chief Pierce, Airport Manager/PW Schellenberg, PW Deal, PW Rodmyre, and Chief Kramer

Residents/Visitors that did not identify themselves

1. Approval of the agenda and any agenda additions:

Add: Assistance in City Hall under #7- 1c

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

2. Consent Agenda –

2.01 Approve proposed Minutes from November 8, 2021, City Council Meeting

2.02 Approve proposed Minutes from November 22, 2021, Special City Council Meeting/Public Hearing

2.03 Approval of Payables & Payroll

Change to November 8<sup>th</sup> minutes to say coming from the former church.

A motion by CM Krueger, second by CM Heerd, and unanimously carried to approve the consent agenda with changes.

**3. Public Hearings: Truth In-Taxation Public Hearing**

1. Brad Falteysek—Abdo

a) 2022 Budget/Final Levy:

- Preliminary levy approved at September.
- LGA up about \$5,000 from year before.
- Decrease in tax capacity of less than 1.52% and City's levy, a homestead property valued at \$64,000 would increase \$73.00 with no market value changes from 2021.
- Market value has increased due to homes selling at higher prices.
- EDA expenditure lowered from \$20,000 to \$10,000.

b) 3<sup>rd</sup> Quarter Report:

- ARF total will be approximately \$110,000 split into two payments. (Summer 2021 & Summer 2022)
- Have till 2024 to use ARF funds.
- Tax settlement coming in December.

b) ABDO Proposal:

- ABDO on-site one day a week.
- Assist with administrator duties.

- Two-month proposal with option to extend another two months if needed.

A motion by CM Ebbers, second by CM Heerdt, to accept ABDO proposal and unanimously carried.

2. Mike Morris—MMS Environmental

a) Quotes:

- Blower quote will be good till the end of the year then a price increase will occur.
- Most quotes show increase of 5-15%.
- Moore Engineering and Mike Morris working together to compile a list of items that are a must need.
- Possibility of using ARF with list items.

A motion by CM Heerdt, second to CM Ebbers to authorize the purchase of a pump from Triplepoint and unanimously carried.

b) Proposal:

- No substantial increase over the next seven years.
- Council & staff are very satisfied with MMS Environmental LLC.
- New contract is in negotiation with the US 212 Beef Corporation.

A motion by CM Krueger, second by CM Heerdt, to accept contract for MMS Environmental LLC.

3. Jeremy Boots—Moore Engineering

a) 2022 seal coat planning:

- Bids will be presented at January meeting.
- Alternate on Elm Ave due to stretch of multiple patch work.
- Watermain repair and looping project are now ranked.
- Project documents are needed in order to get grants.
- 2021 seal coating that did not get done was sent a letter from Jeremy Boots stating they must match since the work was not completed.
- Fire Hall parking lot should wait another year before getting seal coated.

**6. Ordinances and Resolutions:**

- **RESOLUTION 2021—42** A RESOLUTION ADOPTING THE FINAL 2021 TAX LEVY, COLLECTIBLE IN 2022, FOR THE CITY OF HECTOR, MINNESOTA; AND ORDERING THE LEVY TO BE CERTIFIED WITH THE RENVILLE COUNTY AUDITOR

A motion by CM Ebbers, second by CM Heerdt, and unanimously carried to adopting the final 2021 tax levy, collectible in 2022, for the City of Hector, Minnesota; and ordering the levy to be certified with the Renville County Auditor.

- **RESOLUTION 2021—43 A RESOLUTION ADOPTING THE 2022 HECTOR MUNICIPAL BUDGET**

A motion by CM Heerdt, second by CM Ebbers, and unanimously carried to adopting the 2022 Hector Municipal Budget.

- **RESOLUTION 2021—44 A RESOLUTION ESTABLISHING 2022 LABOR RATES AND POLICIES FOR CITY EQUIPMENT AND SUPPLIES**

A motion by CM Krueger, second by CM Heerdt, and unanimously carried to establishing 2022 labor rates and policies for city equipment and supplies.

- **RESOLUTION 2021—45 A RESOLUTION TO APPROVE THE LEAGUE OF MINNESOTA CITIES INSURANCE TRUST LIABILITY COVERAGE – WAIVER FORM**

A motion by CM Krueger, second by CM Ebbers, and unanimously carried to approve the League of Minnesota Cities Insurance Trust Liability Coverage – Waiver Form.

- **RESOLUTION 2021-46 A RESOLUTION ACCEPTING DONATIONS AND DESIGNATING THEIR USE—AMBULANCE FUND**

A motion by CM Heerdt, second by CM Krueger, and unanimously carried to approve donations and designating their use – ambulance fund.

- **RESOLUTION 2021-47 A RESOLUTION TO ACCEPT THE REDISTRIBUTION OF UNREQUESTED CORONAVIRUS LOCAL FISCAL RECOVERY FUND ESTABLISHED UNDER THE AMERICAN RESCUE PLAN ACT**

A motion by CM Ebbers, second by CM Krueger, and unanimously carried to approve the redistribution of unrequested coronavirus local fiscal recovery fund established under the American Rescue Plan Act.

7. Reports of officers, boards, and committees:

1. Administration—Mayor Squibb

a) Patrick Melvin—David Drown and Associates:

- Presented proposal to council for search of new administrator.
- DDA will do profile of Hector and presented timeline such as job description, post position, video interview, personality index, background process and intellectual profile, interview day/select finalist/negotiation with individual.
- Proposal given to Council and given a two-year guarantee.
- CM Heerdt, CM Ebbers, CM Kruger will check with area administrators to see if a part-time job with the City of Hector would fit with that individual.

A decision by council to table this discussion.

b) Assistance in City Hall:

- Increase Deputy Clerk Beckler’s wage by \$2.00 an hour till such time.

A motion by CM Ebbers, second by CM Krueger, and unanimously carried to approve increase Deputy Clerk Beckler's salary by \$2.00 an hour.

c) City Attorney Griffin Leitch:

- Mayor Squibb read a letter from City Attorney Griffin Leitch regarding the noise issue at the former church.
- Letter stated the City Attorney's office has looked into the noise and land use ordinance.
- The letter stated that the City of Hector should not be involved since this is between two parties.

2. Public Works—Gina Schellenberg & Gayle Deal

a) PW update:

- Watermain break in two areas in front of City Hall that goes North and South down Main Street.
- The ordinance reads it is the owner's responsibility to get hooked to the line.
- The city will have to provide Elm Ave W & 3<sup>rd</sup> St W with sewer because there was an old septic tank.
- The one-ton getting the new box installed.
- Three abandoned vehicles that were left on last snow emergency. Next winter will post No Parking from November 1<sup>st</sup> to April 1<sup>st</sup>. Next snow emergency an orange sticker will be given to any vehicle that is sitting on the streets. Second warning a call to Ed's Towing will be called.

3. Police Department—Police Chief Z. Pierce

a) PD update/hiring:

- Interviews were conducted.
- Individual who interviewed looks to be a good fit for the city.

b) Family insurance:

- Individual has seven years of law enforcement.
- Individual stated needs family insurance.
- Individual also applied at another agency.
- No compensation for family insurance where other agencies do.
- Deputy Clerk Beckler will look into insurance rates for family.
- Conditional package offered pending background and family insurance.
- Starting wage of \$27.50 then raise at six months and at a year.

A motion by CM Ebbers, second by CM Heerdt, and unanimously carried to offer individual \$27.50 then raise at six months and one-year as well as conditional package.

c) SRO MOU:

- Chief Pierce asked Council to waive the SRO fee.
- Verbal approval from Council for Chief Pierce to go to the school board meeting to advise SRO fee is waived.

- d) City Code Book update:
  - Updating the city code book to be in compliance.
  - Last update was 2016.
- 4. Fire Department—Fire Chief R. Kramer
  - a) FD update:
    - Three members that need to be sized for new turnout gear.
- 5. Ambulance—Ken Rodmyre/Gayle Deal:
  - 130 runs YTD.
  - Rig is still running good since its last trip to R&R Diesel.
- 5. Airport—Airport Manager G. Schellenberg
  - a) AP update:
    - Bollig had a meeting with Senator Tina Smith and a bill has been sent to the FAA. Bill has made it thru many rounds.
    - AD building, fuel farm and electric vault are in way of landing however the FAA approved all this at the beginning.
    - Sky Apply asked council for approval of a hanger expansion and office where the current airport house pending approval from FAA. Water and sewer will be required eventually.

A motion by CM Krueger, second by CM Heerdt, and unanimously carried to approve plans for Sky Apply hanger expansion and office pending approval by FAA.

- Mayor Squibb was the citizen representative on the ACC but has moved to the city representative. CM Krueger has expressed interest.

A motion by CM Heerdt, second by CM Ebbers, and unanimously carried to approve CM Krueger to citizen representative on the ACC.

- b) Task Order #4 Bollig Engineering:
  - Grant for new tractor, plow, blower, and gator.
  - Has made it thru the first round of approval.
- c) Task Order #5 Bollig Engineering:
  - If approved, no cost to the city.
  - Environmental part of the airport.
- 6. EDA—
  - a) Hummingbird Court:
    - Getting full asking price.
    - Property set to be sold on January 24, 2022.
    - EDA discussed putting a new hummingbird in a different area.
- 8. Unfinished business:
  - a) Miscellaneous: Residents addressing the Council
    - 1.)

9. Adjournment:

A motion by CM Heerdt, second by CM Ebbers, and unanimously carried to adjourn the meeting at 8:36 p.m.