

Hector City Council
Monday, June 10, 2019
6:30 p.m.
Hector Community Center

MINUTES

The meeting was called to order at 6:37 p.m. by Mayor Weikle, followed by the Pledge of Allegiance.

Members present: CM Heerdt, CM Kandt, CM Hollan, Mayor Weikle.

Members absent: CM Best

Also present: Administrator Aukrust, Police Chief Pierce, Public Utilities/Ambulance Supervisor Ken Rodmyre and Jeremy Boots of Moore Engineering.

Agenda changes and additions:

- Ordinances & Resolutions: Add Resolution 2019-16 Accepting Donation from Brian Bollig of Bollig Engineering Inc. to be donated to the Community Spirit Committee for Corn Chaff Days in the amount of \$300.
- Blight/Spraying: Following up on Marty Lawson's May 2019 meeting request for citywide mosquito spraying.
- Public Utilities: Have Mr. Boots of Moore Engineering address the issue with street north of town with frost heave.
- Move New Business #1 & #2 to Public Utilities section.

On a motion by CM Heerdt, seconded by CM Hollan and unanimously carried, the agenda is approved with changes and additions.

Consent Agenda:

- Approve Proposed Council Minutes from May 13th, 2019
- City Council Workshop Minutes from May 13th, 2019
- Personnel Committee recommendations
- Approval of Payables & Additions

On a motion by CM Kandt, seconded by CM Heerdt and unanimously carried, Consent agenda is approved.

Residents addressing the council: none

Mr. Boots of Moore Engineering presented the street condition report requested by the council.

- Photos were taken of every street in the city limits and created a map of road conditions with three classifications to assist with future budgeting of road repair and maintenance.
- Group 1: Good condition - roads needing crack sealing (every year) and chip sealing (every five years). Cost estimate of \$2,700 to \$3,500 per block.
- Group 2: Fair condition – should be repaired with a mill and overlay. Some areas crack seal can help but still will not bring them back to good condition without patch work — cost estimate of \$16K to \$27K per block.
- Group 3: Poor condition – Mr. Boots does not suggest investing in the chip or crack sealing for streets in this category. These roads need complete repair. Probably not immediate, but doesn't make sense to try to prevent future failure. Cost estimate of \$82K- \$100K per block and prices continue to rise.
- Page 5 of the report is a summary of the findings. Some alleys have been included in the report. Hector has approximately 14 miles of roads in the city limits.

Mr. Boots will work with Ken to create a Capital Improvement Plan identifying the repair and maintenance needed. Mr. Boots also recommended we review our current assessment plan. Mr. Boots stated that this would be a good time to update if changes are needed. City prefers to do work over time rather than all at once. He is also working with Administrator Aukrust to obtain potential FEMA funding for frost heaves. Mr. Boots thinks we can get in on some chip sealing yet this year. Council wants chip sealing to be a priority this year. Fire Hall parking area will be considered for FEMA funding, and Mr. Boots will get pictures and measurements added to the report for planning purposes.

Project No. 1792A update (Cedar and Sampson's 3rd Addition) – work will begin shortly with tentative completion by the end of June. Regular curbing will be installed and then need to be cut when new construction with drive-way takes place.

The gravel road north of town (to Kirgiss residence) has a frost heave that needs addressing. Administrator Aukrust plans to include it in the FEMA funding application if it qualifies for funding. It needs Class 5 gravel, grading, and dust control.

Ordinance & Resolutions

- Resolution 2019-14 A Resolution to Close Specific Streets for the Annual City Celebration Hector Corn Chaff Days.

On a motion by CM Hollan, seconded by CM Kandt and unanimously carried, Resolution 2019-14 is approved.

- Resolution 2019-15 Local Unit of Government Resolution to Approve Gambling Permits for the Hector Fire Relief Association.

On a motion by CM Heerdt, seconded by CM Hollan and unanimously carried, Resolution 2019-15 is approved.

- Resolution 2019-16 Accepting Donation from Bollig, Inc. for \$300 for the Hector Corn Chaff Days Community celebration.

On a motion by CM Hollan, seconded by CM Kandt and unanimously carried, Resolution 2019-16 is approved.

Administrator's Report:

- Administrator Aukrust introduced and welcomed new Public Maintenance workers, Gina Schellenberg, and Gayle Deal. Both are cross-training in all departments. Their official titles are "Public Utilities Maintenance Worker."
- The CDS Audit will be presented at the July 2019 meeting.
- Civic Donations – in the past, the city budgeted \$1,800 for different organizations for donations from the city. The allocation has been sporadic in past years. The Administrator asked the Council what their wishes are is allocating funds throughout the year?

On a motion by CM Heerdt, seconded by CM Hollan and unanimously carried, City Administrator to distribute \$300 per event request, from the civic donation fund, as presented.

- Blight – The City Administrator reported that City Hall had received many calls regarding overgrown lawns. City employees have begun mowing the previous week. Administrator Aukrust reported that the city has to follow the Ordinance in place. The Process we follow is as follows: We give written notice, and if the property is not mowed in seven days, the city then proceeds with mowing. Letters go out when the grass reaches 8" in length.

On a motion by CM Heerdt, seconded by CM Hollan and unanimously carried, Council asked City Administrator Aukrust to amend the current blight ordinance to grass height of 6" followed by the 7-day written notice. Administrator Aukrust stated that the reading and notification process would be followed to amend the Ordinance according to the MN Statute.

- The city has gotten a quote for the spraying of weeds – cemetery, downtown park, and Lion's park. The quote for the summer came in at a minimum of \$13K. Ken is looking into doing ourselves to save some money.
- Mosquito spraying – The city did not budget for it citywide mosquito spraying, and the cost would be around \$7,000 for the summer. It was also brought to my attention that many in the city may not want the chemical in the air?

On a motion by Mayor Weikle, seconded by CM Hollan and unanimously carried, the council approved up to \$500 to spray for mosquitos at the city park and city ballfield for Corn Chaff Days celebration.

Airport – nothing to report

Cemetery-

- Not looking at purchasing gravesite software at this time. We will continue to look for information on user-friendly and cost-effective software for the size of the community.
- Macik's Paintin' Place is painting the trash cans at the cemetery. The city paid for paint and Macik's is donating the labor to paint them.

EDA-

- We are working on our plan to improve the main street and downtown storefronts.

Emergency Services – Chief Pierce

- Chief Pierce reviewed the SRO position. Brad Falteysek from AEM reported our current budget would cover position except for 216 hours of that; a budget increase of 3.59% would return an increase of daytime patrol by 50% during the week.
- I am addressing city ordinance blight issues. Need to change the ordinance to make appearance changes.
- Many cities are going with "approved surface" rather than parking on the grass.

Ambulance – Ken Rodmyre

- With the hiring of Gayle Deal, we have a fully staffed ambulance service weekdays from 8 a.m.-5 p.m.
- YTD calls up to #87 for the year. 100 is an average for the entire year.
- New member Lorna Atkins passed her EMT. Adam Schauffler has not yet tested.

Public Utilities – Ken Rodmyre

- New street signs have been ordered. Fir Street ordered in error. Needs to be Fir Avenue. Signs will be blue with white lettering. Will be installed in the same holes. Every corner needs to be marked by Gopher One.
- Curb and crosswalk painting tentative for the 3rd week in June.

Water Sewer Maintenance Update – Ken Rodmyre

- Blowers at a wastewater plant – we have three that run, in succession. We lost one blower on April 10th. Took it to Apple Valley for repair. Had been exposed to excessive heat. The ventilation system draws in cool air from the north side of the building, draws the cool air across the floors thru the blowers, through the electric motors, draws up through the attic and expels thru 24" fan out the south end of the building. This motor was

spinning about three times per minute and howling. There was no v-belt going to the fan. Motor cost us \$110, and the v-belt cost us \$7. The blowers are \$5K each. We had to replace this blower. Everything in that building has been exposed to excessive heat. Not currently running BL livestock plant. We “think” we can run with only the new one, but the other two could go out at any given time. When Ken started with the city, he was advised the ventilation system hadn’t worked in years. The life expectancy of the other two is unknown. The exact age of the blowers is unknown. Thinking they are approximately four to five years old? Life expectancy could be 20 years with adequate maintenance. But will need to budget for other two replacements. Marty Lawson asked why it got so hot in the plant. The response was lack of maintenance, neglect of the ventilation systems, disregard of fixing the ventilation system. Marlys Hagestrom asked if it was a problem with the contractor. Ken said the system was in good working order when the contractor work was done. There were no maintenance records found. There is now a maintenance record book showing all maintenance.

- Pool Update – pool opened Saturday morning. A company in Howard Lake fixed one pool pump. The impeller that was to be on the motor looked nothing like the one that was on the motor. Mayor Weikle pointed out that at the April 2019 council meeting, the council approved \$5,500 for a new pump. Ken took the old one in to try to fix it. The old impeller that was on the pump was about as thick as a potato chip and was made from cast aluminum running in chlorinated water. Luckily it hadn’t exploded and hurt anyone. We now have a bronze impeller (made for chlorinated water), and it is moving massive amounts of water. The one pump takes the water from the filter and pushes it back into the pool. You can observe the turbulence in the water. The pump drawing the water in is working and running and should last this year. On August 29th, the 2nd pump will go to Howard Lake for repair, and we will be ready next year on opening day. The kiddie pool pump and the heater are all waiting on the electrician. We haven’t received the bill yet for the first pump, but the estimate was to be \$1,200.00.
- I and I update – People Service has been assisting at the water and wastewater treatment plants. In comparing Hector’s (population 1,100) Influent Flow to Richmond, MN (population 1,500), the biggest days for wastewater coming in at Richmond, MN comes in at 100,000 gallons. On average, they have 50,000 gallons a day go thru their waste plant. The Tuesday morning of Memorial Day weekend, we received about 2” of rain, we ran 1.25 million gallons of water thru our waste plant. Today, Ken said our plant ran 367,000 gallons. We are pumping about 100,000 gallons a day into the water tower and treating 367,000 gallons: inflow (amount of water that dumps into the system immediately) and Infiltration. We drove around looking for obvious problems. We are treating millions of gallons of rainwater thru our waste plant. We found three specific areas where rainwater is draining into our wastewater system tiles. Last year’s electric bill for the waste plant was \$52,000.00. The costs for these problems are astronomical to the City of Hector. There are some areas we can’t fix at this time, as in Main Street due to a state highway. We will get MN Rural Water in to assist in identifying these problem areas. We are spending a lot of money on treating groundwater.

- Sanitary Sewer – the jetter truck will be used soon to clean out sewer systems.
- Generator – We have three generators. We have one LP generator at well site #4 which is back-up for McLeod Coop Power. There were some sensors that didn't work and kept alarming, so the wires were pulled off. Now those sensors have been replaced, and the wires are reattached, the alarms are hooked up, and all comply now. The portable generator for the water treatment plant was pulled out. The generator out at the waste plant have electric motors on the automatic shudders that need to work and had been disconnected and cut. The group from Mankato was out and serviced everything and are looking for repair parts for this. We now have a maintenance book that will document the generator being started once a week and run under full load for 30 minutes. No exceptions. Was told just starting them up and running them is the worst thing that can be done with a diesel motor. They create moisture that has to be burned off when running under full load. The Mankato group has serviced this generator, and we are starting from scratch. Maintenance program has been implemented, and a three-ring binder created for documentation.
- Heater Calibration – Every year, the water plant and waste plant need to be serviced with the equivalent of calibration. The water plant passed with flying colors. The waste plant has one sensor classified as a lightning strike (April 11th). The effluent (water leaving the plant after treatment) flow, something is not quite perfect with the mount and the water level, and he is on the phone with Moore Engineering to raise the water level an inch to two inches. Our effluent calibration is not correct and has not been correct for many years. We are getting it fixed this year so the calibration can be done.
- Lightning strike update – Hach was contacted one week after the lightning strike; they have the parts we need; have not seen anyone to date. Jen is diligent in trying to contact them. The DO sensors lost in the strike, but are not running correctly.
- VFD (variable frequency drive) system is supposed to be serviced annually, and we have no record of this being done. Had a gentleman from St. Cloud come and clean them and check all the voltages and amps. When he got up in the new building, the system has little fans that were never hooked up. He got them all going, and they are supposed to be hooked up.
- Compost site update – people are disposing of items there that are not supposed to be there. We will start by posting signs with hours and rules. Should the site be locked up at night or on the weekends? We will start by having law enforcement locking it up at night during the week. Andrea will speak with Zach on this.
- Thrifty Nifty began having water issues. Ron Ebbers (owner) was looking for answers. Mayor Weikle spoke with Ron and was told: "I hired Jerome Schueller to come over with his camera and check it out." Ron said, "Jerome said that the new water/sewer system is not hooked up to my building when they re-did the street!" Our policy is the property owner is responsible for their building to our main. The closest main is in the alley closest to Kahl's building. Ron requested digging up to repair. Ken Rodmyre first got MN Rural Water in with a camera that didn't provide answers; then Ken got a private entity with a

camera that starts upstream up to the sewer line, with a piggy back camera and discovered the lines are all connected, as they should be. Ron Ebbers had been misinformed. They also discovered a septic tank that is located under the building that no one knew about. The city now has a bill (just under \$2,000) as a result of the need to prove the water and sewer were hooked up. Under the circumstances, this bill would be the property owner's responsibility. However, since this is complicated, the city is consulting with the city attorney and will table action on this particular bill: However, going forward, before we incur any expenses of this type, the property owner will need to understand that if we find it is their problem, the expense will be 100% their responsibility. The city will pay the bill and work out the details of repayment at a later date.

- Cedar Ave & 2nd Street East – there is a washout that needs to be dug up and repaired. They will start tomorrow morning.
- CM Heerdt reminded us that prep for Corn Chaff Days we usually contract the sweeper to come in. The city crew has done some work on the city's street sweeper, and it is in good working condition. No expensive repairs will take place. We will use this until we can no longer use it. We are not aware of a contract with Kohl's sweeping. Only the parade route, main street and by the park need to be done.
- The MMS proposal and People Service proposal were presented for water and sewer plant work. MMS proposal is approximately \$46,800/year (requesting a 3-yr contract) with us supplementing some of the work with our staff vs. \$155,000/year with People Service. CM Heerdt asked if all permits and licensure is provided. MMS (Mike Morris) will also provide training for our staff. Water testing is done once a week. We do it, and they file the paperwork. Andrea will be contacting references. When the alarms go off, Ken is contacted. If additional support is needed, both companies provide the added service. Neither service would provide the sludge application. We would still get this done by an outside service under our contracted companies license. The decision on this is tabled until references are done being checked.
- CM Heerdt reminded everyone that two people are needed when the jetter truck is operated.

Unfinished Business

- Kirgiss tile project – waiting on farmers to get done.
- Colfax alley – locations have been done numerous times, but Hjerpe's has not shown up yet.
- Airport documents – nothing new to report

Miscellaneous Business

- A bench has been donated to the city in memory of a former teacher – Ruth Swezey. It has been requested to be placed in front of the library and will be removed and stored in the fall before snowfall.

On a motion by Mayor Weikle, seconded by CM Hollan and unanimously carried, to approve placement of the donated bench in front of the library, as requested.

On a motion by CM Heerdt, seconded by CM Hollan and unanimously carried, motion to adjourn at 8:45 p.m.

Respectfully submitted by:



Andrea Aukrust, City Administrator