

HECTOR CITY COUNCIL MEETING
Monday, March 9, 2020
6:00 pm.
HECTOR COMMUNITY CENTER

Minutes

The meeting called to order at 6:02 pm by Mayor Weikle, followed by the Pledge of Allegiance.

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

Agenda and agenda additions

1. #6 add c) Jeremy Boots; Moore Engineering
2. #10 add a) Rate recommendations
3. On the Agenda: Resolution 2020-10 will replace 2020-9, and 2020-9 will be tabled until the April meeting.

A motion made by CM Best, seconded by CM Kandt and unanimously carried, to approve the agenda with additions and changes.

Consent Agenda

- Approve Proposed Minutes from February 3, 2020
- Approval of Payables & Additions
- Approve Personnel Committee recommendation: Law Enforcement

A motion made by CM Kandt, seconded by CM Hollan and unanimously carried, to approve the Consent Agenda.

Petitions, requests, and communications:

Brad Falteysek, AEM – 4th Quarter Report

- AEM is at City Hall for audit prep this week
- The city finished the year about average
- Donations were less in 2019
- Seal coat and patching was over budget
- Water and Sewer revenues are down for the year; we will monitor
- Water and Sewer funds down due to depreciation expense
- Lighting strike invoices are out but no funds in yet for it from insurance
- Hummingbird Court rents will go to pay for Special Assessment owed by EDA

Paul Jurek, Bollig Engineering--The 2020 Airport Runway Crack Seal and Apron Project
Bid tabulation and recommendation

- Bid opening on March 5
- Two bidders: Astech Corp. & Fahrner Asphalt.
- Astech Corp. is the lowest bid at \$156,564.00
- Fahrner Asphalt bid was \$196,483.88
- Engineer's Estimate was \$194,562.50
- Astech Corp. is good with their bid
- Work will be complete before the fly-in
- The airport will be closed for approximately two (2) days

Jeremy Boots Moore Engineering—

- More patches are needed than initially thought
- If the city does the western side of town, it will have to be done in two (2) phases to stay in budget
- The city will save money next year because we will only go out for bids, as the engineering is complete
- Council needs to decide what option they want to go with this year
- The city has no previous maintenance records and will start now
- FIRE HALL:
 - a) The entire parking lot needs to be replaced
 - b) Estimate from FEMA is only for patching
 - c) Treat it as a site, which includes sidewalk, ADA entrances, etc.
 - d) Redoing the whole parking lot with good drainage
 - e) Heavyweight driving on the parking lot. \$300,000. Can do in phases, asphalt vs. concrete (concrete will be better)
 - f) FEMA will only do the specific areas shown on the map. We are hoping to get \$205,000 from FEMA out of the \$300,000
 - g) Fire Chief Ryan Kramer stated the parking lot needs to stand up to 7-ton snow trucks
 - h) Boots said that the area needs to be surveyed to be able to assess needs

A motion made by CM Best, seconded by CM Kandt and unanimously carried, to have the area around the fire hall surveyed.

4. Ordinances and resolutions:

1. 2020-7 Authorization to Execute Minnesota Department of Transportation Grant Agreement 1036439 for Airport Improvement Excluding Land Acquisition; State Project No. A6509-34 at the Hector Municipal Airport

A motion made by CM Best, seconded by CM Hollan and unanimously carried, to accept grant funds for a new airport lawnmower.

2. 2020-8 A Resolution Approving Plans and Specifications and Ordering Advertisement for Bids for the 2020 Seal Coat and Crack Sealing Improvement Project

A motion made by CM Heerdt, seconded by CM Best and unanimously carried, to approve the plans and specifications and the ordering of advertisement for bids.

3. 2020-9 A Resolution Accepting the Bid for the 2020 Airport Runway Crack Seal and Apron Project

A motion made by CM Heerdt, seconded by CM Hollan and unanimously carried, to accept the bid by Astech Corp. of St. Cloud, MN, for \$156,564.00.

5. Reports of officers, boards, and committees:

1. Administration – City Administrator A. Aukrust
 - a) RFP Review – Cleaning services
 - Library, Community Center, FD, AP, Theater, etc.
 - Approval to put RFP in the newspaper

A motion made by CM Hollan, seconded by CM Kandt and unanimously carried, to approve the posting for contracted cleaning services.

- b) Pool
 - Assess the pool deck condition and possibly use funds earmarked for the park this year at the pool
 - Put together a Pool Board
 - Work would need to be done in early spring or late August
 2. Public Utilities/ Ambulance – Schellenberg reported
 - Rodmyre and Schellenberg attended the Rural Water Conference in St. Cloud March 3rd – 5th
 - i. Schellenberg shared what she learned at the conference.

ii. New meters available that can be shut off on the handheld vs. digging for the shut-off values; possible budget item for 2021

iii. Attended a chemical class

- Rodmyre attended the North Memorial “Long Hot Summer” training in Minneapolis March 5th – 7th

**Ken Rodmyre is attending the “Grain Bin Entrapment Seminar” in Buffalo Lake tonight.*

3. Police Department – Police Chief Z. Pierce

- Grants are not available for any software

A motion made by CM Best, seconded by CM Kandt and unanimously carried, to purchase Lexipol software.

- Firearms previously approved are no longer available
- Chief Pierce will look into new firearms

4. Fire Department – Fire Chief R. Kramer

- Turnout gear claim update: Four sets will be covered 100% by insurance
- AFG Grant update: Administrator Aukrust is writing it along with assistance from Sheriff Hable
- The Grant is due Friday, March 13, 2020
- Writing the Grant ourselves saved the City \$2500

5. Airport – City Administrator A. Aukrust

- Administrator Aukrust wrote a grant for a new lawnmower, and the city was awarded an \$8,962.50 lawnmower grant from MnDOT Aeronautical
- The city will pay the difference of \$2,987.50.
- Miller Seller/Sleepy Eye gave us the best state bid price at \$11,950.00

Administrator Aukrust asked the Council for approval to post Hector Municipal Airport Office Lease RFP. It has been approved in its entirety by the City Attorney and the FAA.

A motion made by CM Heerdt, seconded by CM Best and unanimously carried, to approve the posting for the Airport Office Lease RFP.

Administrator Aukrust asked the Council for approval to post the Airport lawn care services contract RFP.

A motion made by CM Heerdt, seconded by CM Best and unanimously carried, to approve the posting for the Hector Municipal Airport lawn care services contract RFP.

6. EDA – Next meeting March 19 at Noon

6. New business:

Mayor Weilke made a motion asking Administrator Aukrust to recommend rate increases to the Personnel Committee for the city employees based on reviews done by the Personnel Committee. Seconded by CM Hollan, unanimously carried. CM Heerdt asked to see city comparisons. Hector's payscale is still very low compared to other cities.

7. Miscellaneous:

a) Residents addressing the Council-

1. Acting Airport Manager Nic Heiderscheidt:

- Schellenberg will do Airport fuel farm checks going forward
- CM Best asked Heiderscheidt what he thinks a fair Airport Manager wage would be at the Hector Airport, and Heiderscheidt responded, "\$200 per month would be reasonable. However, that would NOT include cleaning the AD building, doing snow removal, or doing the lawn care services. Those would all be contracted separately."
- The Mayor "Tabled" the conversation until the April meeting

8. Adjournment:

A motion by CM Best, seconded by CM Hollan, unanimously carried, meeting adjourned at 7:40 pm.

The next meeting will be Monday, April 13, 2020, at 6 pm.

Respectfully submitted,



Andrea Aukrust
Hector City Administrator