

City of Hector
City Council Workshop
Monday, May 13, 2019
6:00 p.m.

Present: Mayor Weikle, CM Heerdt, CM Hollan, Admin. Aukrust, Chief Pierce and Ken Rodmyre. CM Kandt arrived approximately 6:20 p.m.

Shortly after the meeting began, the fire/ambulance call came in, and Chief Pierce and Ken Rodmyre had to leave.

We discussed the proposed city tax rebate program. Would be for eight years on residential and ten years on commercial new builds meeting the defined criteria. The program can be canceled if economic changes to the city.

Reviewed the resolutions that will be presented at the council meeting.

- Jeremy Boots from Moore Engineering reviewed the bids that were received for street, curb and gutter work in Sampson 3rd Addition.
- Ken and Clif went thru the final punch list earlier today and will present findings at next council meeting.
- Have taken pictures and gathered data on asphalt conditions for the road/street survey that will be presented at the June meeting — looking at just over 25% that requires full work/repair. Also requested looking at the parking area in front of fire department building, and will need pricing on that project for budget planning.

We discussed the curb and parking stripe painting bid from Kohls. Suggested we add in the front of the clinic. Intention to get done before Corn Chaff Days. Plan to have it done the first time professionally and then maintain by the city staff.

We reviewed the intersection signs markups. Options include a sign with or without a white border. Also, the Council will need to select a color. They have narrowed down to green and white or blue and white, either with a white border. CM Kandt suggested proceeding with caution on changing signs to unordinary colors. May be difficult for emergency or non-community people to read.

City Council Meeting
Monday, May 13, 2019
6:30 p.m.
Hector Community Center

Meeting called to order at 7:00 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

Others in attendance: Admin. Aukrust

Agenda changes and additions

- Ordinances & Resolutions
 - Eliminate letter B 2019-10
 - Letter C will be 2019-10 Tax Rebate Policy
 - Letter D will be 2019-11 Acceptance of bid for Cedar Ave E and Sampson Circle
 - Add 2019-12 will be Authorization to Close Trunk Hwy 4 for Corn Chaff parade
- Administration
 - Eliminate personnel manual update
- Emergency Services
 - Addition of p/t patrol Officer Dennis Fiebelkorn
 - Eliminate update on Internet and firewall
- Unfinished business
 - Add pool pump quotes
- New Business
 - Add generator maintenance
- Miscellaneous Business
 - Add discussion regarding feral cats

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

Consent Agenda

- Council Minutes of April 8th, 2019 will be amended to include manlift rental prices detail
- Approve Council minutes of April 8th Workshop and City Council meeting
- Approve Council minutes of April 15th Special Council closed personnel meeting
- Approve Council minutes of April 22nd continued Special Council closed personnel meeting
- Approval of payables and additions

On a motion by CM Kandt, seconded by CM Hollan and unanimously carried, consent agenda was approved.

Residents Addressing Council

- Marlys Hagstrom
 1. Is there a conclusion of the special council closed personnel meetings?
Response: The minutes of both April 15th and April 22nd were read.
 2. Why was the special meeting notice not posted in the post office?
Response: We are not required to post the meeting notices in the post office, even though this has been done for many years. This was an internal decision made as a courtesy.

3. How is the huge frost-boil in the street in front of the Gary Bipe's residence going to be repaired this summer and if the street in front of their home (6th Street East) is on the agenda for repairs? Response: The city has hired Moore Engineering to do a study on all streets in the city to determine a plan and budgeting going forward for seal coating, repair, and replacement.

- Marty Lawson

1. Why are there no agenda copies provided for the meeting? Response: It was an oversight. Agenda was provided in a binder.
2. Can we get Hector sprayed for mosquitoes? Area towns are planning to have it done. Response: We will look into the cost involved.

- Joan Kirgiss

1. I would like to know the status of the street in front of their residence. It has a bad frost-boil in it, as in previous years. Wants to know of any plans for repair. Response: Clif said a sample was needed and would be reviewed in the spring. Unknown if that was done. Kevin graded the road. Jeremy will follow-up with Clif.

- Cody Garvick was present to contest two parking tickets from a recent snowfall. City Hall and the police dept. were not contacted that he had vehicle problems and was unable to move the vehicle. Chief Pierce was not available to review the complaint. He received two tickets, but there was no dollar amount on one of the two tickets. Both tickets were written at the same time on two different vehicles. Response: We provide snow emergency information on Facebook and the city website. We explained the typical hours that snow removal takes place. We can discuss further with Chief Pierce.

Jeremy Boots of Moore Engineering

- Understands the need to meet with Ken and Clifton on various issues presented earlier in the meeting. Frost heaves are a problem statewide this year.
- Received bids for Cedar Ave E/Sampson Circle street project. Bids were opened May 15, 2019. Received 3 bids ranging from \$206,730 to \$253,433. Estimate from the engineering report was \$193,000. Soil testing was done, and the pricing reflected the good results.
- Moore Engineering recommending the low bid from M&R Paving and Excavating of New Ulm MN.

Ordinances & Resolutions

- Resolution 2019-9: Authorization to execute MN Dept. of Transportation Airport Maintenance and Operation Grant Contract MN #1033495.

On a motion by CM Heerdt, seconded by CM Hollan and unanimously carried, Resolution 2019-9 is approved.

- Resolution 2019-10: To Approve a Property Tax Rebates on new construction in the City of Hector, Minnesota.

On a motion by CM Hollan, seconded by CM Kandt and unanimously carried, Resolution 2019-10 is approved.

- Resolution 2019-11: Accepting bids for the 2018 Street Improvement Project of Cedar Avenue East and Sampson Circle. Bids received: M&R Paving and Excavating of New Ulm MN, Duinick of Prinsburg MN, and Specialties Incorporated of Alexandria MN.

On a motion by CM Heerdt, seconded by CM Kandt and unanimously carried, Resolution 2019-11 is approved. CM Heerdt inquired if a decision had been made to fund this project. Admin. Aukrust confirmed we would be bonding for this project.

- Resolution 2019-12: Close Trunk Hwy 4 on Saturday, July 13, 2019, from 11:30 a.m. until 1:30 p.m. for Corn Chaff Days parade.

On a motion by CM Kandt, seconded by CM Hollan and unanimously carried, Resolution 2019-12 is approved.

Administration

- CDS has been working on the audit. Preliminary meeting with Andrea showed no red flags or serious issues.

Airport

- Bollig Engineering had a cookout at the airport for local businesses last Friday. Small turnout but went well. Did a presentation on ALP program and the importance of the airport. Will be more public information by them in the next two years.
- 3 of 5 documents are ready for attorney review and then on to council for approval.

Cemetery

- The city should take over cemetery oversight, and we should eliminate the cemetery committee. It was suggested Dennis Macik, and Sandy Hughes be acting liaisons instead of the cemetery committee.

On a motion by CM Kandt, seconded by CM Hollan and unanimously carried, to eliminate the cemetery committee, turn the cemetery responsibilities over to the city office, and to appoint Dennis Macik and Sandy Hughes as liaisons with the understanding questions or issues with the cemetery are to be directed to the city office for action.

EDA

- The EDA will be meeting at noon on the 3rd Thursday of the month at the city office.
- Public Hearing on May 28th, 2019, at 10:00 a.m. to discuss EDA lots of criteria.
- New EDA committee nominee - Andy Wegscheid

On a motion by CM Hollan, seconded by CM Kandt and unanimously carried, to approve the appointment of Andy Wegscheid to the EDA Committee.

It was suggested by resident Marlys Hagstrom that the city formally recognize Penny Macik for her 15+ years on the Hector EDA. Action Item: Admin. Aukrust will follow up.

Emergency Services

On a motion by CM Kandt, seconded by CM Heerdt and unanimously carried, to approve the hiring of Dennis Fiebelkorn as a part-time patrol officer.

Public Works

- We have a quotation from MR Sign Company for street signs and posts. Quotation total of \$10,772.45. We were provided two examples. Council decided on round posts. Council decided on signs with a white border. Council decided on blue with white lettering and trim. Admin. Aukrust has applied for a small grant thru the county. We could request donations from community organizations such as the Lion's Club.

On a motion by CM Hollan, seconded by CM Kandt and unanimously carried, a quote from MR Sign Company for street signs and posts in the amount of \$10,772.45 is approved.

- Curb and crosswalk painting update - Kohl's Sweeping bid was updated to include a couple more areas including a little by the school. The plan is to have this done professionally this time and then maintained by city staff.

On a motion by CM Heerdt, seconded by CM Hollan and unanimously carried, to approve the bid from Kohl's Sweeping Service to paint curb, crosswalk and parking places as presented on the quotation. Bid in the amount of \$5,928 plus \$840 for crosswalks by the school and up to an additional \$300 for additional striping in front of medical clinic. The goal is completion before Corn Chaff Days.

- Pumps for the pool - received two bids. Electric Pump for \$5,036.58 and Hector Plumbing & Heating \$9,100.00. Ken confirmed both bids were for an identical product. Ken confirmed this does not include installation.

On a motion by CM Kandt, seconded by CM Hollan and unanimously carried, to accept the lower bid of \$5,036.58 from Electric Pump contingent on this being for product only.

Unfinished

- Kirgiss tile project not yet complete.
- Colfax catches basin - Ken needs to contact Hjerpe to get this on the schedule.
- Steve Squibb Easement - documents ready for signatures.
- Generator Maintenance and Service - due to the discovery of lack of maintenance on the generator for the water plant, the repair is needed for working order

On a motion by CM Hollan, seconded by CM Heerdt and unanimously carried, to approve the quote from Generator Service for generator repairs for the following: ONAN NTA855 for \$1,020.00, MTU6R0113DS150 for \$660.00 and MTU4R0075GS30 for \$520.00.

Miscellaneous Business

- Feral Cats - Complaints have been made of stray/feral cats in the city. Some have been observed living in vacant homes. What can be done? Shelters won't take them. Every city has a problem. Not aware of a solution. Outside cats are supposed to be licensed. Is there a farmer that would take them if they were trapped? Can't get far enough away and they would find their way back. Chief Pierce will look into the options.

Emergency Services

- Pet clinic is being held in June.
- Police working on blight ordinance enforcement.
- SRO position - Buffalo Lake is not interested. School is still interested. Additional financial support from the school has been requested. Chief Pierce is still crunching the numbers and trying to come up with a solution.

On a motion by CM Heerdt, seconded by CM Hollan and unanimously carried, the meeting adjourned at 7:51 p.m.

Respectfully submitted by:



Andrea Aukrust, City Administrator