

**Hector City Council Meeting
Hector Public Hearings (2)
Tuesday, November 12, 2019
Hector Community Center**

MINUTES

6:00 p.m. CITY COUNCIL MEETING

6:30 p.m. PUBLIC HEARING: Special Assessments for Delinquent Utilities, Refuse, and Lawn Mtce.

7:00 p.m. PUBLIC HEARING: Special Assessments for the 2018/2019 Cedar Ave East and Sampson Circle Street Project

Meeting called to order at 6:00 p.m. by Mayor Weikle, followed by the Pledge of Allegiance.

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

Members absent: CM Best

Others present: Admin. Aukrust, Jeremy Boots of Moore Engineering, Police Chief Zach Pierce, and Taylor Williamson of West Central Sanitation.

Agenda – changes and additions

- Add Emergency Services b.) Mutual aid agreement for the use of law enforcement personnel
- Add Emergency Services c.) Police radio
- Add Airport b.) Approve Bollig Engineering Agreement Task Order #3
- Add Airport c.) Discuss posting for opening on Airport Advisory Committee
- Add Unfinished Business b.) Yellowstone Trail request for membership

Motion to approve agenda with additions. Made by CM Heerdt, seconded by CM Hollan and unanimously approved.

Consent Agenda

4.01 Approve proposed minutes from October 15, 2019, City Council Workshop

4.02 Approve proposed minutes from October 15, 2019, City Council Meeting

4.03 Approval of Payables and Additions

Motion to approve the consent agenda. Made by CM Kandt, seconded by CM Hollan and unanimously approved.

Financial Reports

Brad Falteysek from AEM will be presenting 3rd Quarter financial reports at the December meeting.

Engineering Report

Jeremy Boots of Moore Engineering discussed the water main infrastructure. Boots suggested analyzing the system. The analysis would look at the system as a whole, including aging pipe problems and an infrastructure plan for future repair and maintenance.

The FEMA project is progressing. FEMA did the field inspection of the problem areas. Part of this program includes preventative work with proper reconstruction. Road in front of Kirgiss home did not meet the criteria for this program. All areas need to be an asphalt surface to be considered.

Administration

The insurance four-year rotation plan meant the year 2020 would have changed agents from Security Insurance Agency to Pauer Insurance Agency (Winter Insurance). Admin. Aukrust and Mayor Weikle met with Mr. Pauer and requested to keep the insurance with Security Agency for 2020 and would reassess for 2021, due to the resolution of outstanding issues. Mr. Pauer agreed to our request.

State Recapture List: We have one unpaid water/sewer bill not eligible for recapture through the Special Assessment process on property taxes.

Emergency Services

Police Chief Zach Pierce reported the School Resource Officer (SRO) interviews are complete. The Hiring Committee recommends the hiring of Jordan Larsen. He accepted a conditional offer pending city council approval. The job posted with starting pay range between \$22.50/hour to \$27.00/hour. Motion to accept personnel committee recommendation to offer SRO position to Jordan Larsen at a starting pay rate of \$23.00/hour, increased to \$24.00/hour upon acceptable 6-month probationary period and an additional \$1.00/hour increase for completion of EMT training. Motion made by CM Kandt, seconded by CM Hollan and unanimously approved.

Hector PD is requesting to do a Mutual Aid Agreement with Renville County toward the "Zero Deaths" grant program again this coming year. Only one officer (Zach Pierce) currently meets the criteria. Jordan Larsen may consider participating. Curt Kozel has no interest in participating. Motion to accept the mutual aid agreement for the use of law enforcement personnel and equipment. Motion made by CM Heerdt, seconded by CM Kandt and unanimously approved.

Two portable radios were looked at by Zach. Reviewed models were the APX4000 and APX6000 (latter model is more expensive). State bid price for APX4000 is \$3,509.44 + \$150 fee to program + wireless mic (range depending on options \$91-\$155). Only purchasing one radio. Motion to purchase one police radio model APX4000 at \$3,509.44 plus \$150.00 programming fee plus wireless mic cost between \$91.00 and \$155.00. Made by CM Kandt, seconded by CM Hollan and unanimously approved.

Public Utilities

Working on epoxied floors at the water plant and wastewater plant.
Blower purchased several months ago has been installed.
MnDOT has delivered the sand for the city streets.
Ambulance calls at approximately 150

At this time, the council meeting suspended at 6:28 p.m.

6:30 p.m. PUBLIC HEARING: Special Assessments for Delinquent Utilities, Refuse, and Lawn Mtce. was called to order.

Addressing the council:

Brian Kocina dba DWA Properties – regarding 310 Cedar Avenue assessment of \$677.20. Billing originated on October 30, 2018, by Jessica McLoyd (renter), who left a \$157.51* unpaid bill after moving out of the rental property. Mr. Kocina stated he did not receive a billing between October 2018 and November 2019 and did not feel he should have to pay the late fees due to lack of notification. Fees cannot be removed by city personnel without official council action. Billing reflects “access fees” on water and sewer.

CM Kandt asked if DWA Properties has been charged “access fees” since November 2018. **

Action taken: Council makes the recommendation to remove the “water and sewer access fees” charged on the account since November 2018 because the new renters were paying them at this location.

****The amount stated by Mr. Kocina was incorrect. The correct amount should have been \$215.21.***

*****Follow up: After reviewing the delinquent Utility Bill brought forward by Mr. Kocina during the Public Hearing the following day, as Council and Staff were not shown what Mr. Kocina was referencing during the Public Hearing, it was discovered that the “Access Fees” Mr. Kocina was referring to were NOT “New” Access Fees and the property was NOT receiving duplicate charges. The fees were only “Late Fees” on the original delinquent Access Fees from December 2018 to November 2019. There were NO “New” Access Fees that were added to this account.***

Mayor Weikle: This concludes the Public Hearing at 6:54 p.m.

Regular council meeting resumes at 6:54 p.m.

Airport

The Wait List application document reviewed.

Motion to approve the Wait List Application document. Made by CM Hollan, seconded by CM Heerdt and unanimously approved.

Bollig Engineering Agreement Task Order #3 – Project description includes: runway 12 30 and apron rehabilitation, drainage repairs with seeding, and heat for the SRE building. The project will be completed by next summer. City expense will be \$11,000-\$13,000 with the remainder to be paid by FAA and MnDOT.

Motion to approve Bollig Engineering Agreement Task Order #3. Made by CM Kandt, seconded by CM Heerdt and unanimously approved.

We will be posting for applications for the Airport Advisory Committee effective January 1, 2020, replacing the expiring seat held by Jerome Schueller.

EDA

Jordan Zeller, Renville County EDA, will be presenting at the November 19th EDA meeting at noon in the city hall. He will discuss funding availability and various resources.

At this time, the council meeting suspended at 7:00 p.m.

7:00 p.m. PUBLIC HEARING: Special Assessments for the 2018/2019 Cedar Avenue East and Sampson's Circle Street Project was called to order.

Addressing the council: None

Mayor Weikle: This concludes the Public Hearing at 7:03 p.m.

Regular council meeting resumes at 7:03 p.m.

Ordinances, Resolutions, and Proclamations

Resolution 2019-25 A Resolution Establishing Special Assessments For Delinquent Utilities, Refuse, and Lawn Maintenance. List includes: 10 properties under Delinquent Utilities; 1 property under Delinquent Refuse and Lawn Maintenance; 1 property under Delinquent Utilities and Lawn Maintenance; 2 properties under Delinquent Utilities and West Central Refuse Invoices; and 13 properties under Delinquent West Central Refuse Invoices.

Motion to approve Resolution 2019-25. Made by CM Hollan, seconded by CM Kandt and unanimously approved.

Resolution 2019-26 A Resolution Establishing Special Assessments For The 2018/2019 Cedar Ave East and Sampson Circle Street Project.

Motion to approve Resolution 2019-26. Made by CM Heerdt, seconded by CM Hollan and unanimously approved.

Resolution 2019-27 A Resolution To Designate Municipal Polling Place For 2020. The designated polling place for the City of Hector in 2020 is the Hector Community Center, Hector, Minnesota.

Motion to approve Resolution 2019-27. Made by CM Kandt, seconded by CM Hollan and unanimously approved.

Resolution 2019-28 A Resolution Establishing 2020 Labor Rates and Policies for City Equipment and Supplies.

Motion to approve Resolution 2019-28. Made by CM Heerdt, seconded by CM Penny and unanimously approved.

Unfinished Business

Al Kirgiss addressed the council requesting financial assistance on his Tile Project 11. The cost to Mr. Kirgiss to go through the road with his tiling was \$2,200.00. Kirgiss is requesting 70% of the \$2,200.00, which would be \$1,540.00. Mayor Weikle consulted with the city attorney Griffin Leitch, and he provided a legal opinion in the form of a letter dated November 12, 2019, which Mayor Weikle read to the Hector City Council. In summary, this request does not meet the criteria under Hector Ordinance Chapter 94 in which Mr. Kirgiss is requesting.

****At the recommendation of City Attorney Leitch, the city respectfully denies the request by Mr. Kirgiss.**

Yellowstone Trail is requesting the City of Hector consider renewal of the annual membership of \$100.00. Council recommends this be passed on to the EDA for consideration.

Motion to adjourn the meeting. Made by CM Heerdt, seconded by CM Hollan and unanimously approved.

Meeting adjourned at 7:26 p.m.

Respectfully submitted by:



Andrea Aukrust
Hector City Administrator