

**MINUTES
CITY OF HECTOR
REGULAR MEETING – 7:00 P.M.**

NOVEMBER 13, 2017

COUNCIL PRESENT: Mayor Steven Squibb, Doug Best, Jeff Heerd, Penny Kandt, and Ralph Bergsma.

STAFF PRESENT: Brad Falteysek, Mike Kenney, Jerome Schueller, Kathy Blackwell, Karl Koford, and Clifton Allen.

ALSO PRESENT: Dean Bloemke, Barbara Hoyhtya, Mark Schwiderski, Marty Lawson, Marlys Hagstrom, Amy Klawitter, Lisa McColley, Sam Heiderscheidt, and Kevin Buchde.

OPEN PUBLIC HEARING – Mayor Squibb opened the hearing at 7:00 p.m. No persons were present to comment. The hearing was closed 7:02 p.m.

Mayor Steven Squibb called the meeting to order at 7:02 p.m. following the pledge of allegiance.

AGENDA – MOTION by Doug Best, seconded by Ralph Bergsma and carried unanimously to approve the agenda with the following additions: West Central Sanitation revised agreement, Resolution 2017-20, airport project pay request, airport mower, and garbage/dumpster ordinance. MOTION by Jeff Heerd, seconded by Penny Kandt and carried unanimously to approve the consent agenda.

AEM – Brad Falteysek presented the 2017 third quarter report. There were no questions on the report from the council. AEM will have a revised proposed 2018 budget ready for review at the 11/30/17 work session.

PROJECT UPDATE – Engineer Clifton Allen presented a pay request from Quam Construction. MOTION by Doug Best, seconded by Ralph Bergsma and carried unanimously to approve Pay Request #17 from Quam Construction in the amount of \$1,173.06, pending approval by Rural Development.

ROAD IMPROVEMENT FUNDING – Clifton Allen explained the opportunity to receive up to \$750,000 in grant funds to improve 3rd Street NE. The construction estimate is \$881,000. Moore Engineering will write and submit the grant at no cost to the city. MOTION by Penny Kandt, seconded by Ralph Bergsma and carried unanimously to adopt Resolution 2017-18 supporting pursuit of 2017 local improvement program funding from MnDOT for the construction of approximately 3,300 lineal feet of 3rd Street NE.

MOTION by Doug Best, seconded by Jeff Heerdt and carried unanimously to approve the contract amendment with Moore Engineering for additional engineering costs of \$227,000, due to time extensions for the projects. Rural Development has approved the contract amendment.

MOTION by Ralph Bergsma, seconded by Doug Best and carried unanimously to adopt Resolution 2017-16 establishing special assessments for delinquent utilities and lawn maintenance.

MOTION by Jeff Heerdt, seconded by Penny Kandt and carried unanimously to adopt Resolution 2017-20 to designate the municipal polling place for 2018 as the community center.

MOTION by Ralph Bergsma, seconded by Doug Best and carried unanimously to approve Pay Request #4 from L2 Contracting for the fuel project at the airport in the amount of \$44,669.97. DGR Engineering has approved the pay request.

AIRPORT MOWER – The committee discussed the purchase of a new mower at their meeting. Airport Liaison Ralph Bergsma would like to spend more time to investigate if there are funds for the purchase or not. AEM will be asked to complete a report on airport revenues and expenditures for the last five years.

EDA – MOTION by Steve Squibb, seconded by Penny Kandt and carried unanimously to reject the proposal from Delrosa Management Company for the purchase of the assisted living facility, per the recommendation of the EDA Board. Dean Bloemke, owner of Delrosa requested that he be allowed negotiate with the EDA on a purchase price. The city attorney will be asked to provide an opinion on if the EDA can do that.

POLICE – Chief Best stated department activities included: successful Halloween holiday, a prescription drug collection site, annual reviews beginning soon and continued work on blighted properties. Best suggested that tenure with the department be looked into for recognition of officers.

PUBLIC WORKS – The council had no questions on reports from Mike Kenney and Jerome Schueller. Kenney stated the new tractor is back at Arnold's for repair of a manufacturing defect.

LIBRARY – MOTION by Penny Kandt, seconded by Ralph Bergsma and carried unanimously to approve an amended agreement with Bennett for a new copy machine. The agreement approved in June of 2017 was a cost of \$83.99/month. The revised agreement is a cost of \$98.00/month.

CITY HALL CLOSED – The council agreed that the city office could be closed on November 24, 2017, the day after Thanksgiving.

TRIPLE J – Mayor Squibb provided a summary of the current situation with Triple J Family Farms. The current outstanding amount owed for treatment of waste is \$32,012.34 and the

outstanding amount owed for construction is \$83,022 for a total of \$115,034.34. Per the terms of the agreement, Triple J was disconnected from the system on April 11, 2017 due to delinquent amounts owed to the city. The council agreed with the Mayor's stance that reconnection will not take place until Triple J pays the outstanding amounts in full.

MOTION by Jeff Heerdt, seconded by Penny Kandt and carried unanimously to approve the revised agreement with West Central Sanitation that includes wording about arbitration.

DATA PRACTICES POLICY – The council agreed to use the model policy from the state and the Eden Valley policy to draft a policy for Hector. Clerk Blackwell was directed to begin working on the draft and have the city attorney's office review it.

GARBAGE/DUMPSTER ORDINANCE – The council agreed that the construction dumpster ordinance should be amended to allow a sixty (60) day time period instead of thirty (30) days. The garbage and dumpster ordinances will be amended and combined, with the city attorney's office reviewing the changes.

RENTAL ORDINANCE – The council agreed to table any action on a rental ordinance.

EASEMENT RELEASE – The council reviewed an easement release requested for solar garden and approved for signature by the city attorney's office.

COMMUNITY CENTER UPDATES – The council reviewed an estimate from Country Wide Lumber to make updates to the Community Center. The estimate will be included in the capital schedule.

CITY ATTORNEY RATE INCREASE – MOTION by Ralph Bergsma, seconded by Doug Best and carried unanimously to accept the hourly rate increases effective January 1, 2017 for the city attorney's office, Anderson Larson Saunders and Dahlager.

COUNCIL/STAFF WORK SESSION – The next work session is scheduled for 6:30pm on Thursday, November 30, 2017 at the Community Center.

MOTION by Ralph Bergsma and seconded by Penny Kandt to adjourn the meeting at 9:22pm.



Kathy L. Blackwell, City Clerk