

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

**FEBRUARY 8, 2016**

PRESENT: Mayor Steven Squibb, Council Member Ralph Bergsma, Jeff Heerdt, and Doug Best.

ABSENT: Councilor Penny Kandt

STAFF PRESENT: Kathy Blackwell, Jerome Schueller, and Todd Kramer.

ALSO PRESENT: Derek Borth, Mike Jacoby, and Mark Kramer

Mayor Steven Squibb opened the meeting at 7:00 p.m. following the pledge of allegiance.

MOTION by Doug Best, seconded by Ralph Bergsma and carried to approve the agenda with the following additions: Resolution 2016-10, The Other Place liquor license applications, cemetery space repurchase, Fire Department hiring freeze and Police Department on-call pay increase. MOTION Ralph Bergsma, seconded by Jeff Heerdt and carried to approve the consent agenda.

COUNTRY WIDE LUMBER – Mayor Squibb explained that Country Wide is interested in purchasing the property at 241 Birch Ave E. They would like to square up the property and access it from the South, reconstruct the fenced in area and most likely demolish the small building due to mold infestation. Country Wide would remodel the larger building to be used as additional cold storage of building materials. This would open up floor space in their main building to expand the area for retail items. The proposed project was presented to the EDA at their last meeting. The EDA board recommends that the City Council consider selling the property to Country Wide. MOTION by Doug Best, seconded by Ralph Bergsma and carried to sell the property at 241 Birch Ave E to Country Wide Lumber for an amount equal to the cost of splitting the parcel, having it surveyed and the transfer fees.

HIGH WATER USE – The Council discussed a recent case of high water use at 121 Colfax Ave N. The Council agreed that the charges for water and sewer service won't be waived, but they agreed to waive the penalties and accept payments on the bill if a payment plan is requested by the property owner.

PROJECT UPDATES – Mayor Squibb outlined Clifton Allen's written memo that provided updates on the projects.

General Construction is approximately 70% done with the waste water treatment plant. Pay request #4 in the amount of \$331,550 is pending.

KHC Construction is near completion of the water treatment plant with only a few punch list items remaining. Pay request #6 in the amount of \$6,739.61 is pending.

Gridor Construction is 68% done with the waste water plant. Pay request #9 in the amount of \$81,700 is pending.

Moore Engineering invoices in the amounts of \$1,805, \$2,640 and \$34,141.48 are pending.

MOTION by Doug Best, seconded by Jeff Heerdt and carried to approve the three pay requests and engineering invoices as underlined above, pending approval from RD.

MOTION by Ralph Bergsma, seconded by Jeff Heerdt and carried to adopt RESOLUTION 2016-9 Approving State of Minnesota Joint Powers Agreements with the City of Hector on behalf of its City Attorney and Police Department.

AIRPORT – Councilor Bergsma reported that the final plans for the fueling system are being completed by the engineer and will then be submitted to FAA for approval. The zoning updates are still being worked on. Clerk Blackwell has tentatively agreed to attend the conference in April. MOTION by Doug Best, seconded by Jeff Heerdt and carried to adopt Resolution 2016-10 Authorization to Execute MnDOT Airport Maintenance and Operation Grant Contract No. 1000994.

FIRE WAGES – The Council reviewed the information compiled by Clerk Blackwell on fire wages in area towns. The subject will be placed on the March meeting agenda for action by the full Council.

FIRE HALL BRACING – Mayor Squibb explained the discovery that bracing in the fire hall had been removed at some point in the past and the need to replace the bracing. MOTION by Jeff Heerdt, seconded by Doug Best and carried to accept the proposal from Rice Building Systems to replace the bracing at a cost of \$8,260.

FIRE DEPARTMENT HIRING FREEZE – MOTION by Doug Best, seconded by Ralph Bergsma and carried to implement a hiring freeze for the Fire Department until the bylaws and hiring process have been updated.

AMBULANCE – Officer Kozel has completed the first responder class and is available to assist the Ambulance crew as needed.

EDA – Mayor Squibb stated the EDA board is favorable to a remodeling plan for Prairie View that Country Wide has designed. An opinion from the city attorney has been requested on proceeding with the project and meeting bidding requirements. Mayor Squibb noted that there is a vacancy on the EDA board that needs to be filled.

CEMETERY – The city was contacted by the owner of a space in the cemetery that no longer wants the space. Motion by Doug Best, seconded by Ralph Bergsma and carried to purchase the space back from the party at 50% of the purchase price.

POLICE – Chief Best explained some changes made in taking on call time and is recommending an increase to the rate. MOTION by Ralph Bergsma, seconded by Jeff Heerdt and carried to increase the on-call rate for Part-Time Police Officers from \$1.25 to \$1.75 per hour and increase the on-call rate of pay for Full-Time Police Officers from \$1.50 to \$2.00 per hour, retroactive to January 1, 2016.

TRIPLE J – Mayor Squibb updated the Council on the status of Triple J. Following a discussion, the Council agreed that the outstanding amount of \$10,724.82 for service and penalties in April of 2015 and the outstanding amount of \$269,497.50 for infrastructure improvements and engineering at the waste water plant need to be paid in full by Triple J. It was also agreed that it is not in the best interest of the city to consider changes in the terms or rates of the agreement with Triple J at this time, as Triple J production has been inconsistent in the last year and the infrastructure improvements are not yet complete.

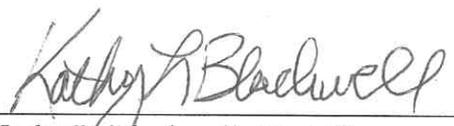
PUBLIC WORKS – The Council had no questions on Jerome’s report. The Council authorized Schueller to attend two upcoming conferences.

RELOCATION PERMIT/RENTAL ORDINANCE – It has been suggested by the building inspector that the city implement a relocation permit that would require an inspection prior to being allowed to move a structure into the city. Adopting a rental ordinance could also be considered.

LIQUOR LICENSE – MOTION by Jeff Heerdt, seconded by Ralph Bergsma and carried to approve the liquor license applications for The Other Place.

WAGE INCREASES – Doug Best inquired about the status of 2016 wage increases. Mayor Squibb stated that he’d like the entire council to do a performance evaluation for Jerome Schueller for the March meeting. Wage increases will be determined after that and will likely be retroactive to January 1, 2016.

MOTION by Doug Best and seconded by Ralph Bergsma to adjourn the meeting.

  
Kathy L. Blackwell, Clerk/Treasurer