

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

JUNE 13, 2016

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

STAFF PRESENT: Kathy Blackwell, Jon Saunders, Jerome Schueller, Clifton Allen, Zach Cormican and Brad Faltesek.

ALSO PRESENT: Marlys Hagstrom, Marty Lawson, Lowell Grimm, Mike Jacoby, Cindy Christopherson, Ron Ebbers, Sharon Lothert, Gary Bipes, Todd Kramer, Steve Schultz and Derek Borth.

Mayor Steve Squibb called the meeting to order following the Pledge and Allegiance.

MOTION by Doug Best, seconded by Ralph Bergsma and carried unanimously to approve the agenda with the following additions: airport advisory committee appointment and 2016 wage increases.

MOTION by Ralph Bergsma, seconded by Penny Kandt and carried unanimously to approve the consent agenda items.

PROJECT UPDATES: City Engineer Clifton Allen reviewed the projects.

Gridor is approximately 87% complete on the waste water project. Pay request #13 in the amount of \$133,742.90 is pending.

Quam has experienced rain delays and is approximately 35.5% complete with the city wide rehab project. Pay request #6 in the amount of \$907,000.83 is pending. Several change orders are being considered.

General Construction has delayed work on the tower for now.

Hjerpe Construction has delayed work on the CSAH 34/MnDOT project for now.

Invoices to Moore Engineering are pending in the amounts of \$3,818.19, \$9,240.00, and \$62,327.78.

MOTION by Ralph Bergsma, seconded by Jeff Heerdt and carried unanimously to approve the pay requests and Moore invoices as noted above, pending approval from Rural Development.

AEM – Brad Faltesek presented the first quarter 2016 reports. Faltesek reviewed Resolution 2016-18, Resolution 2016-19 and GASB 54 Policy as recommended by the auditors. Faltesek reviewed the capital improvement plan.

MOTION by Ralph Bergsma, seconded by Doug Best and carried unanimously to adopt Resolution 2016-18, Resolution 2016-19 and GASB 54 fund balance policy.

ORDINANCE 93.28 – A third reading of the proposed amendment to this ordinance was completed.

MOTION by Ralph Bergsma, seconded by Doug Best and carried unanimously to appoint Jill Nezworski to the airport advisory committee to fill the vacancy following Steve Karnik's resignation.

AIRPORT PROJECT – Ralph Bergsma reported that the fuel project is progressing as planned. Jerome Schueller suggested that changes to the project be considered. Bergsma replied that the plans have already been approved by the city, MnDOT and FAA.

FIRE TRUCK PURCHASE – Derek Borth and Steve Schultz presented information on a truck the department is recommending the city purchase. The department obtained a bid for a new truck from North Central International and also obtained a state bid on a new truck. Two bids were obtained to rebuild the existing box. MOTION by Jeff Heerd, seconded by Penny Kandt and carried unanimously to purchase the truck from North Central International at \$81,600 and have Crysteel Truck Equipment refurbish the existing box at \$61,389.

MOTION by Doug Best, seconded by Ralph Bergsma and carried unanimously to approve the Fire Department Elections as follows: Fire Chief Steve Schultz, Secretary Dane Macik and Treasurer/Training Officer Ryan Kramer.

EDA – Dollar General is planning to open in August. Landscaping and painting projects are being completed at Hummingbird.

POLICE – Chief Best reported the department plans to sponsor the pedal tractor pull during Corn Chaff Days. The Mayor noted that the recent POST Board audit went well and the Hector Police Department passed the review.

PUBLIC WORKS – The Council had no questions on Jerome's monthly report. A discussion was held regarding seasonal help including the idea of having life guards assist with painting and cleaning tasks in the maintenance department. Doug Best offered to assist Jerome Schueller to interview candidates for seasonal mowing/maintenance position.

ELECTRICAL – Electrical updates in the city park were discussed. The council asked Jerome to obtain a second quote for the work.

MOTION by Doug Best, seconded by Penny Kandt and carried unanimously to appoint the following Election Judges for the 2016 Primary and General Elections: Judi Ovitt, Julie Schafer, Judi Lange, Eileen Kirtz, Kathy Blackwell and the new Deputy Clerk.

CITY HALL – Marlys Hagstrom and Marty Lawson asked if anyone had talked with Kim Ryan before she left and asked her why she left. It was then asked if a second person is needed in the office. The Mayor responded that yes a second person is needed.

MOTION by Doug Best, seconded by Ralph Bergsma and carried unanimously to set the off premise liquor license fee for the bingo event at the city shop at \$25.

MOTION by Penny Kandt, seconded by Doug Best and carried unanimously to approve the dance permit and liquor license applications for The Other Place for the events during Corn Chaff Days, pending proof of insurance and payment of license fees.

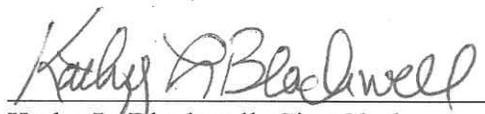
WATER/SEWER RATES – Following a discussion of how much and when to increase water and sewer rates, MOTION by Penny Kandt, seconded by Jeff Heerdt and carried unanimously to approve the rates as follows effective July 1, 2016:

Water Base increased from \$8.40/month to \$10.20/month
Water Usage increased from \$4.00/1,000 to \$7.00/1,000
Sewer Base increased from \$10.24/month to \$12.12/month
Sewer Usage increased from \$8.00/1,000 to \$9.50/1,000
Rural Water Base increased from \$20.21/month to \$22.11/month
Rural Water Usage increased from \$5.25/1,000 to \$9.19/1,000

MOTION by Penny Kandt, seconded by Doug Best and carried unanimously to increase 2016 wages for Mike Kenney, Karl Koford, Kurt Kozel and Jerome Schueller by 1.5% and increase the 2016 wage for Jessie Major by 5%, all retroactive to January 1, 2016.

MISCONDUCT ALLEGATIONS – Attorney Jon Saunders summarized the process that the employee had requested the initial meeting be kept open to the public, making any subsequent discussion on the topic also open to the public. It was decided that a special meeting would be scheduled and the employee will be advised his attendance is required.

MOTION by Jeff Heerdt and seconded by Doug Best to adjourn the meeting.


Kathy L. Blackwell, City Clerk