

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

DECEMBER 11, 2017

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

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

ALSO PRESENT: Steve Karnik, Andy Wegscheid, Ed Newberg, Dave Nelson, Natalie Nelson, Taylor Newberg, Mark Schwiderski, Marty Lawson, Marlys Hagstrom, Mike Skucius, Joy Skucius, Penny Macik, Amy Hollan, Curt Hollan, Lowell Grimm, Jason Lange, Teri Hill, Frank Schafer, Michelle Schafer, Dane Macik, David Kienitz, Dick Scheel, Nic Heiderscheidt, Sam Heiderscheidt, Cindi Washburn, Ryan Kramer, Cindy Christopherson, Janis Weikle, Niel Lidberg and Joan Kirgiss.

TRUTH IN TAXATION HEARING – Mayor Steven Squibb opened the Truth in Taxation Hearing at 7:00 p.m. Brad Falteysek from AEM presented the 2018 levy and budget information. A 3% increase in the levy was proposed. An increase in commercial tax base resulted in a local property tax decrease for most residential properties. There were no questions from the council or public. MOTION by Doug Best, seconded by Ralph Bergsma and carried unanimously to close the public hearing at 7:10 p.m.

Mayor Steven Squibb called the meeting to order following the public hearing and pledge of allegiance.

AGENDA – MOTION by Jeff Heerdt, seconded by Penny Kandt and carried unanimously to approve the agenda with the following additions: Mary Johnson's resignation, proclamation for Roger Newman day, and Buffalo Creek Watershed buffer rule. MOTION by Doug Best, seconded by Ralph Bergsma and carried unanimously to approve the consent agenda.

MOTION by Doug Best, seconded by Ralph Bergsma and carried unanimously to adopt Resolution 2017-21 Final Levy and Resolution 2017-22 Final Budget.

PROJECT UPDATE – Engineer Clifton Allen had no action items for the council. USDA is working to calculate the soft costs on the project. Moore has project construction costs calculated.

ANDY WEGSCHEID – Mr. Wegscheid read a statement and provided the City Council with a copy of the statement regarding the city's League of MN Insurance policy. No action was taken by the Council.

JANIS WEIKLE – Ms. Weikle read a statement and provided the City Council with a copy of the statement regarding operations at the city office. No action was taken by the Council.

ED NEWBERG – Mr. Newberg addressed the City Council regarding progress made with the FAA, the rarity of FAA land use inspections and the accumulating legal costs by both himself and the city.

PROCLAMATION - Mayor Steven Squibb presented a proclamation declaring December 15, 2017 as Roger Newman day.

MOTION by Ralph Bergsma, seconded by Penny Kandt and carried unanimously to adopt Resolution 2017-20 Establishing City Charges and Fees for 2018 and Resolution 2017-23 Establishing Rates for City Equipment and Supplies.

RESOLUTION 2017-24 City Authorization was tabled due to the pending vacancy in the Deputy Clerk position.

AIRPORT – Committee Chair David Kienitz gave a report that included recommendations to submit a pre-application to the FAA for an airport layout plan and to approve payment of final pay request for the fuel project. MOTION by Doug Best, seconded by Penny Kandt and carried unanimously to submit a pre-application to the FAA for a grant to complete an airport layout plan. MOTION by Ralph Bergsma, seconded by Doug Best and carried unanimously to approve payment of the final pay request #5 from L2 Contracting for the fuel project in the amount of \$11,192.79.

EDA – The EDA is accepting proposals for the purchase of Prairie View until December 15, 2017. The board advertised the vacancy on the board seeking interested persons interested in serving on the board.

POLICE – Chief Doug Best suggested that the city consider increasing the part-time police officer wage in order to stay competitive with other area agencies. The current wage is \$17.00 per hour. Best is working on evaluations and has had conversations with the Buffalo Lake Police Department to share a daytime officer. Best stated that he foresees changes in the Hector Police Department in the next year and suggested a full time chief be in place by the end of 2018.

PUBLIC WORKS – The Council had no questions on the reports from Mike Kenney and Jerome Schueller. MOTION by Doug Best, seconded by Penny Kandt and carried unanimously to increase the part-time on call snow removal wage from \$15.00 to \$18.00 per hour.

LIBRARY – A painting project was completed in the library.

INSURANCE – MOTION Jeff Heerdt, seconded by Ralph Bergsma and carried unanimously to not waive the monetary limits on municipal tort liability.

RESIGNATION – MOTION by Doug Best, seconded by Ralph Bergsma and carried unanimously to accept Mary Johnson’s resignation from the Deputy Clerk position with December 14, 2017 being her last day. Mayor Squibb and Councilor Doug Best will conduct an exit interview with Johnson.

OFFICE STRUCTURE – Mayor Squibb reported that in anticipation of the vacancy in the office, the council had discussed hiring an administrator at the last work session. Mayor Squibb also stated that there is an opportunity available to contract for administrator services and asked if one council member was interested in meeting about the contract. Penny Kandt agreed to participate with Mayor Squibb in the meeting.

DATA PRACTICES POLICY – MOTION by Penny Kandt, seconded by Doug Best and carried unanimously to approve the Data Practices Policy, as recommended by the city attorney’s office.

GARBAGE/DUMPSTER – The city attorney’s office has not finished reviewing the ordinance yet.

RENTAL ORDINANCE – Clerk Blackwell was directed to ask the city attorney to review two sample rental ordinances and provide an opinion.

BUFFALO CREEK WATERSHED – A copy of the Buffer Rule adopted by the Buffalo Creek Watershed District was reviewed.

MOTION by Penny Kandt, seconded by Doug Best and carried unanimously to appoint Mark Schwiderski to the EDA Board, pending his appointment by the EDA Board.

MOTION by Ralph Bergsma and seconded by Doug Best to adjourn the meeting at 8:35 p.m.


Kathy L. Blackwell, City Clerk