

**MINUTES
CITY OF HECTOR
REGULAR MEETING – 7:00 P.M.
FEBRUARY 13, 2017**

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

ABSENT: Doug Best

STAFF PRESENT: Kathy Blackwell, Clifton Allen, Mike Kenney, and Jerome Schueller.

ALSO PRESENT: Jill Nezworski, Mike Nezworski, Todd Kramer, Mike Skucius, Teri Hill, Joy Skucius, Ed Newberg, Connie Newberg, Marty Lawson, Steve Karnik, Brandon Karnik, Greg Piehl, Marlys Hagstrom, Penny Macik, Taylor Newberg, Dave Kienitz, Gary Bipes, Charles Melberg, James Roebke, Eileen Roebke, Doug Breitreutz, Marie Breitreutz, Curt Hollan, Rick Broderius, Nancy Mathiowetz, Jared Winkleman, Mike Jacoby, Cindy Christopherson, and Amy Hollan.

Mayor Squibb called the meeting to order following the pledge of allegiance.

MOTION by Ralph Bergsma, seconded by Jeff Heerdt and carried to approve the agenda with the following additions: a report from Clifton Allen, approve hiring of police officer, Police Chief position, Ed Newberg, and a request from the Lions. MOTION by Penny Kandt, seconded by Ralph Bergsma and carried to approve the consent agenda.

PROJECT UPDATE – City Engineer Clifton Allen reviewed the items that need Council approval. Allen noted that a review of all the projects show we are within the budget and the contingencies are within a normal range also. Jerome Schueller asked about some additional items needed at the waste water plant. Mayor Squibb directed Schueller to purchase the items outside the scope of the project.

Quam Construction has submitted Change Order #12 related to organic soil conditions in the amount of \$123,958.85. Quam has also submitted Pay Request #12 in the amount of \$117,760.90.

Gridor has submitted Change Order #6 for a number of items in the amount of \$13,174. Gridor has also submitted Pay Request # 19 in the amount of \$43,174.

MOTION by Penny Kandt, seconded by Jeff Heerdt and carried to approve the action items as underlined above, pending approval from Rural Development.

AIRPORT – Committee Chair David Kienitz gave the council an update from the last committee meeting. MOTION by Ralph Bergsma, seconded by Jeff Heerdt and carried to approve a two-year lease agreement with Greg Piehl to farm the land around the airport at \$210/acre, less the taxes. The substantial completion date for the fuel project has been extended to May 19, 2017. The

committee will be starting on the ALP (airport layout plan) with the help of the airport engineer. The zoning update has been suspended until the ALP is complete. The interim manager is completing and documenting required inspections. Kienitz then reviewed the content of the phone conversation he had with Andy Peek from the FAA. The topics discussed by Kienitz and Peek included:

- an FAA audit of past Hector projects
- the privately owned residence being connected to the mound system that grant dollars paid for
- the airport manager financially benefitting from snow removal and mowing, as they may see those as manager duties
- fuel sales without proper permits or sales tax reporting
- MPCA storm water permit not in place
- no city representation at the conference call, other than the city attorney

Chair Kienitz stated that Mr. Peek suggested that the Airport Advisory Committee make certain that the City Council is complying with the grant assurances. When asked, Clerk Blackwell stated that the city attorney reported that no progress has been made by his office or Newberg's attorney on drafting a lease agreement for the privately owned residence. It was noted that the committee will be deciding who will attend the airport conference in April.

NEWBERG – Ed Newberg was given the opportunity to share his recollection of the events involving the privately owned house being connected to the mound system. Newberg also shared his opinion that expansion or growth of the airport is not likely.

EDA – Penny Kandt noted that the last EDA meeting included discussions relating to Welcome Home and Prairie View. Penny Macik reminded the crowd that there is an open house at Prairie View tomorrow.

POLICE - MOTION by Penny Kandt, seconded by Ralph Bergsma and carried to approve the hiring of Katelyn Torgerson as a Part-Time Police Officer. Mayor Squibb opened a discussion about the Part-Time Police Chief structure and noted that this was put in place as a temporary solution in the absence of a Full-Time Chief. Mayor Squibb stated that the structure is working well and recommended the council consider this being a more permanent situation.

PUBLIC WORKS – There were no questions on the reports submitted by Mike Kenney or Jerome Schueller. Mayor Squibb opened a discussion on the idea of selling two of the pick-ups in the public works fleet and purchasing one new truck. Cost estimates will be put together on the idea for the March meeting.

MOTION by Ralph Bergsma, seconded by Jeff Heerdt and carried to approve the Liquor License applications for The Other Place.

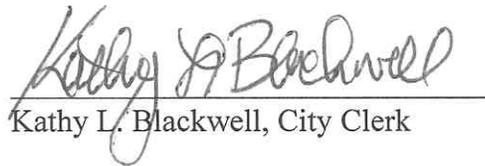
UTILITY – Clerk Blackwell stated that they discovered some inconsistencies in how commercial properties are being billed. All the properties being compared have one service (meter) but more

than one use. For example: a property with a main level business and upper level apartment, or a property with two businesses on the main level. Some properties are being charged only one set of access fees, but others are being charged access fees for each use. Blackwell is seeking direction from the council to charge all accounts consistently. Councilor Heerdt asked Blackwell to check with other communities to see how they bill such properties.

2017 WAGES – Mayor Squibb stated that annual reviews are being scheduled and wage increases will be considered.

ELECTONIC SIGN - Lions representative James Roebke asked if the city was willing to contribute towards the purchase of the sign and if the city was willing to own the sign. The cost estimate for the sign and installation is \$25,900. The council agreed to contribute \$10,000 toward the electronic sign and assume ownership of the sign.

MOTION by Jeff Heerdt and seconded by Ralph Bergsma and carried to adjourn the meeting at 8:00 p.m.


Kathy L. Blackwell, City Clerk