

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

**JANUARY 16, 2018**

COUNCIL PRESENT: Mayor Steven Squibb, Ralph Bergsma, and Doug Best. Jeff Heerdt arrived at 7:47pm.

ABSENT: Councilor Penny Kandt.

STAFF PRESENT: Kathy Blackwell, Jerome Schueller, and Karl Koford.

ALSO PRESENT: Janis Weikle, Dave Bratberg, Natalie Nelson, Penny Macik, Marlys Hagstrom, Joan Kirgiss, Kim McFall, Ryan Kramer, Andy Wegscheid, Nancy Fosland, Mark Schwiderski, Nic Heiderscheid, Sam Heiderscheid, Dylan Edwards, Nolan Peterson, Melissa Koford, Curt Hollan, Amy Hollan, Dave Kienitz, and Hunter McFall.

Mayor Steven Squibb opened the meeting following the pledge of allegiance.

AGENDA – MOTION by Doug Best, seconded by Ralph Bergsma and carried to approve the agenda with the following additions: Karl Koford ten year recognition and Janis Weikle request to amend the January 4, 2018 meeting minutes. MOTION by Doug Best, seconded by Ralph Bergsma and carried to approve the consent agenda, with the exception of the January 4, 2018 meeting minutes.

BERGSMA – Councilor Bergsma thanked everyone he has worked with over the last nine years as a city council member. Bergsma then announced his resignation from the council effective immediately. Mayor Squibb requested, and Councilor Bergsma agreed, that he remain at the meeting until Councilor Heerdt arrived in order to maintain a quorum.

RESOLUTIONS – MOTION by Ralph Bergsma, seconded by Doug Best and carried to approve Resolution 2018-1 Official Designations, 2018-2 Financial Institution, and 2018-3 Electronic Funds Transactions.

AIRPORT – Committee Chair Dave Kienitz reported that at the last committee meeting it was decided to recommend to the council that the city begin the thirty day public comment period on the airport minimum standards document. MOTION by Ralph Bergsma, seconded by Doug Best and carried to proceed with the thirty day public comment period with the direction of the city attorney on the process. The airport committee will be reviewing bids for the installation of a fence. The Mayor noted that a meeting with the FAA is scheduled for February 5, 2018.

AMB/FIRE – It was reported that the rescue truck is getting warranty work completed.

EDA – It was reported that the EDA Board will be meeting twice per month to work on the future of and potential sale of Prairie View.

POLICE – The council tabled a decision on an increase to the part-time officer wage. Police Chief Doug Best presented Officer Karl Koford a certificate in recognition of ten years of service with the Hector Police Department. MOTION by Steve Squibb, seconded by Ralph Bergsma and carried to accept Karl Koford's resignation effective January 23, 2018. Chief Best announced that an open house farewell for Officer Koford will be held on January 23, 2018 from 3pm-7pm at the community center.

PUBLIC WORKS – The council had no questions on the reports submitted by Mike Kenney or Jerome Schueller.

ADMINISTRATOR SEARCH – Doug Best reported that Penny Kandt has contacted two firms to conduct a search for a city administrator. Springsted declined to submit a proposal. David Drown and Associates submitted a proposal to conduct a search for \$17,000. Their proposal includes a two year guaranty to complete an additional search if the candidate hired leaves the position within two years of being hired. The council agreed to pursue obtaining another proposal. Doug Best stated that a search firm would likely want to meet with a committee that includes members of the council and residents to learn about the city and what the city wants in an administrator. Best then offered the idea that the committee could eventually serve as the personnel committee. The city attorney will be consulted about creating a personnel committee that includes citizens. Best noted that any citizens interested in being on the committee should contact him or Penny Kandt.

DEPUTY CLERK/CITYCLERK – MOTION by Doug Best, seconded by Ralph Bergsma and carried to have the EDA board and airport committee appoint a secretary from within the board/committee to take minutes and prepare agendas in order to lessen the work load of the City Clerk until another person is hired. MOTION by Doug Best, seconded by Ralph Bergsma and carried to notify applicants that the Deputy Clerk position will not be filled at this time.

MOTION by Doug Best, seconded by Ralph Bergsma and carried to amend the January 4, 2018 meeting minutes to include a statement made by Mayor Squibb regarding the special meeting agenda includes only one agenda item and change the motion made by Doug Best to state "reject this proposal".

Councilor Jeff Heerdt arrived at 7:47pm.

MOTION by Ralph Bergsma, seconded by Doug Best and carried to accept the resignation of Ralph Bergsma from his position on the City Council effective immediately. Ralph Bergsma abstained from the motion. MOTION by Jeff Heerdt, seconded by Doug Best and carried to declare a vacancy on the Council. A notice will be published announcing the vacancy and asking parties that are interested in the appointment to contact the city. Mayor Squibb noted that the term

of the appointment would be through December 31, 2018 and a two year council term for 2019 and 2020 would be added to the general election.

**GARBAGE/DUMPSTER ORDINANCE** – A discussion without action was held on a draft of the garbage/dumpster ordinance. The council will consider the proposed ordinance again in February.

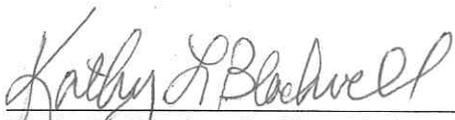
**RENTAL ORDINANCE** – A memo from city attorney with his opinions on the rental ordinances from Stewart and Granite Falls was reviewed. The council asked that the city attorney's office draft a proposed rental ordinance for Hector for review by the council in February.

**WEGSCHEID** – In response to a statement read by Mr. Wegscheid at the December 11, 2017 meeting, Mayor Squibb stated that the City Clerk was not insubordinate in meeting with Deb Deal, the owner of Security Insurance. Mayor Squibb stated that the City Clerk was directed to speak with Wegscheid's boss regarding questions on his performance as an agent. Wegscheid claimed that he is no longer included in email communication from the League regarding the City of Hector policy. Mayor Squibb suggested that a meeting be scheduled with Wegscheid, Deb Deal, Jeff Heerd and himself.

**WEIKLE** – In response to a statement read by Ms. Weikle at the December 11, 2017 meeting, Councilor Jeff Heerd offered several comments including: the city council feels sending flowers for funerals of persons having worked for or having served the city is warranted, paying mileage versus employees using the airport car is a wash, and updates to job descriptions will be completed. Heerd agreed to look into MnDOT regulations for crosswalks on state highways. Heerd stated that the annexation of the wastewater plant property was handled properly by the city attorney's office. Heerd stated that city council meeting minutes could be available in the library and that the ordinance code would be available on-line after it has been updated.

**YELLOW BAGS** – The city was under contract to purchase yellow trash bags through 2017 and has a large supply of bags. The council will discuss options to utilize the bags next month.

**MOTION** by Doug Best and seconded by Jeff Heerd to adjourn the meeting at 8:53 p.m.

  
Kathy L. Blackwell, City Clerk