

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

MAY 14, 2018

COUNCIL PRESENT: Mayor Janis Weikle, Jeff Heerdt, Amy Hollan and Doug Best.

ABSENT: Penny Kandt

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

ALSO PRESENT: Hunter McFall, Mark Schwiderski, Marlys Hagstrom, Penny Macik, Marty Lawson, Ruth Hamilton, Steve Squibb, Beate Reuber, Paul Jurek, Joe Gimse, Mike Beckhoff, Bob Wilson, Gabe Hendrichs, Jasmine Hahn, Dave Brateng, Curt Sampson, Jacxl Fernandez and Cody Walstrom.

AGENDA – MOTION by Jeff Heerdt, seconded by Doug Best and carried to approve the agenda with the following changes and additions: move sidewalk repair by school under Clif Allen, add Steve Squibb, add Beate Reuber, add Resolution 2018-17, add Bollig Engineering agreement, and add RLF DEED request. MOTION by Doug Best, seconded by Amy Hollan and carried to approve the consent agenda.

PROJECT UPDATE – Engineer Clifton Allen provided a project update. Punch list items and warranty work is being completed. Patching of asphalt could happen this week with the main paving work scheduled for June 4th. Allen explained that June 8th is the project deadline, however warranty work can continue past that date. Allen recommended that the council approve the request from MnDOT for an amendment to agreement No. 05618. MOTION by Amy Hollan, seconded by Jeff Heerdt and carried to approve the MnDOT agreement amendment. Allen was asked about the sidewalks by the school. Allen stated that he was not involved with this, but suggested that the city check with the League recommended sidewalk standards when considering the project.

BOB WILSON – Mr. Wilson again requested that the council discontinue charging access fees at his property at 311 Hwy 212 E. Wilson again stated that there is no water line. Mayor Weikle agreed to look at the property with Jerome Schueller to further investigate.

SQUIBB - Steve Squibb informed the council that he has started a petition for the improvements to Cedar Avenue East and Sampson's Circle. It was noted that the EDA owns a majority of the benefited property. Squibb stated that the property owners have waited 15 years for pavement on these streets. Squibb also requested permission to explore as to why a tile line at the back of his property is no longer draining. The line crosses city property and property owned by Curt

Sampson. Janis Weikle asked Squibb if he could wait 30 days to give her time to investigate the issue with Sampson.

REUBER/BIRCH AVE – Beate Reuber inquired about improvements in front of Interstate Telecom that have been discussed for over a year. It was suggested that the entire street be looked at again in order to repair it correctly. The council agreed that Moore Engineering should be asked to look into reconstructing the 100 block of Birch Avenue East and the 100 block of Birch Avenue West. Allen asked, and the council confirmed, that if this project is completed it would be assessed to benefitted property owners.

BOLLIG – Joe Gimse with Bollig Engineering stated that they met with the airport committee prior to the council meeting tonight and that they need to move forward quickly to utilize available FAA grant funds. The master plan project that includes the airport layout plan is estimated at \$380,000 to \$400,000. The cost share on the project is 90% federal, 5% state and 5% local. It was noted that Airport Committee Chair Dave Kienitz is the main contact for this project. MOTION by Doug Best, seconded by Jeff Heerdt and carried to approve the agreement between the city and Bollig Engineering and approve Task Order 1.

RESOLUTIONS - MOTION by Doug Best, seconded by Amy Hollan and carried to adopt Resolution 2018-14 City Authorizations. MOTION by Jeff Heerdt, seconded by Doug Best and carried to adopt Resolution 2018-16 Approving the Cemetery Expansion Plat. MOTION by Amy Hollan, seconded by Doug Best and carried to adopt Resolution 2018-17 Approving a fund transfer of \$215,500 to the Capital Fund. Resolution 2018-15 Official Designations was tabled until June.

AIRPORT – Mayor Weikle reported that the committee is moving forward with the master plan. The committee has approved a service agreement, bylaws, lease agreement and all are being reviewed by city attorney.

EDA – Mayor Weikle reported that a purchase agreement with St. Francis has been signed and they are working on the transition on or around July 1, 2018. It was stated that the EDA will need to secure funding for the difference in the purchase price and the existing debt. That difference is estimated to be \$276,520, which includes the interest payment due June 1, 2018. MOTION by Doug Best, seconded by Amy Hollan and carried to submit a One-Time Request to DEED to retain 80% of state funds used for a redevelopment loan, as allowed by state statute.

CEMETERY – Beate Reuber requested that the cemetery committee hold a meeting to discuss the tiling project, donation for trees, repairs to monuments, stump removal and record keeping.

POLICE – Chief Best reported that Officer Zach Peirce has started working full-time in Hector. Some updates to the office have been made and there is an increased police presence.

PUBLIC WORKS – There were no questions from the council on the reports from Mike Kenney or Jerome Schueller.

HONEY WAGON – Jerome Schueller reported that the plant has enough storage until fall and a decision can wait on purchasing a new unit or contracting services.

MOTION by Amy Hollan, seconded by Jeff Heerdt and carried to accept the bid for gravel from Meeker Washed Sand and Gravel. A second bid was received from Hughes and Hughes Excavating. Doug Best abstained from the motion.

MOTION by Doug Best, seconded by Amy Hollan to accept the blacktop bid from Mueller. Following a discussion, Best withdrew the motion and the item was tabled until June.

GARBAGE/DUMPSTER – A 3rd and final reading of Ordinance 239 was completed.

RENTAL ORDINANCE – A 2nd reading of Ordinance 240 was completed.

MOTION by Amy Hollan, seconded by Jeff Heerdt and carried to use the 2003 Ford Windstar van as the airport courtesy car following the sale of Prairie View.

ELECTRONIC DEVICE FOR COUNCIL – Resolution 2014-24 addressed the council using an electronic device for city council documents and communication. Former Mayor Steve Squibb noted in a recent memo that at the time the resolution was adopted, his recollection was that if the city would provide a device to a council member, the council member would be given the option to buy the device from the city at the end of their four-year term for \$1. The council now agreed that council members leaving office will not be allowed to buy the device and that the device would be retained by the city. The device will be “cleaned up” by the city’s IT professional and provided to another council member. MOTION by Janis Weikle, seconded by Jeff Heerdt and carried to have the device used by Ralph Bergsma serviced by the city’s IT professional and provided to Amy Hollan.

MOTION by Janis Weikle, seconded by Amy Hollan and carried to allow council members to set up private passwords for city email accounts and document the password within a sealed envelope to be kept at city hall.

ASSESSMENT AGREEMENT – MOTION by Jeff Heerdt, seconded by Amy Hollan and carried to approve the assessment agreement with Renville County for the years 2019 and 2020 at the same rates.

POOL – Jeff Heerdt reported that he met with long time Pool Manager Duane Hauer regarding making some operational changes in the 2018 season. Hauer has suggested proposed changes to the work tasks to split the tasks with an Assistant Manager and that Leah Dornseif is willing to be the Assistant Manager. Heerdt also suggested that wages for the pool employees be increased to stay competitive with area pools. MOTION by Janis Weikle, seconded by Amy Hollan and carried to approve the following pool wages: current Pool Manager \$14.75/hour, Assistant Manager start

wage \$11.75/hour, Assistant Manager of Life Guards start at \$10.25/hour, Life Guard start at \$9.25/hour, and Life Guard/Instructor start wage at \$9.75/hour; with a \$.25/hour increase for every year of employment.

MOTION by Doug Best and seconded by Amy Hollan to adjourn the meeting at 9:15p.m.



Kathy L. Blackwell, City Clerk