

**MINUTES
CITY OF HECTOR
REGULAR MEETING – 7:00 P.M.
APRIL 10, 2017**

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

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

ALSO PRESENT: Marlys Hagstrom, Todd Kramer, Nic Heiderscheidt Sam Heiderscheidt, and Ruth Hamilton.

APRIL 3, 2017 SPECIAL MEETING – Mayor Squibb read the following summary from the meeting: As a result of the disciplinary meeting, Officer Karl Koford had been placed on a 20 day unpaid suspension for violation of the Police Department's policy manual that occurred during an incident in January of this year. At this time the council considers this matter closed and Officer Koford will return to his duties upon a full refresher of the policy manual, acceptance of responsibility for his participation and completion of the suspension.

MOTION by Jeff Heerd, seconded by Ralph Bergsma and carried unanimously to approve the agenda with the addition of seal coating project. MOTION by Penny Kandt, seconded by Jeff Heerd and carried unanimously to approve the consent agenda.

PROJECT UPDATE – Engineer Clifton Allen provided an update on the construction schedule. Allen presented proposals from Moore to prepare two MPCA permit applications. The cost for the pollution prevention plan preparation is \$10,970 and for the mercury minimization plan is \$5,530. Schueller asked that Moore prepare the applications for the city. Allen presented an invoice from Moore for Triple J related engineering in the amount of \$8,320 and an invoice from Moore for the city portion of engineering at the waste water plant in the amount of \$1,480.

Gridor – Change Order #7 is pending in the amount of \$9,621 for electrical equipment.

Quam – Change Order #10 extends the deadline for completion to June 6, 2017. This change order includes no additional dollars owed.

MOTION by Penny Kandt, seconded by Ralph Bergsma and carried unanimously to approve the preparation of the MPCA applications by Moore, two invoices to Moore, and the two Change Orders as underlined above.

AIRPORT – Councilor Bergsma reported that DGR Engineering is assisting the city with the MNPCA SWPPP application and that a request has been made to MnDOT to cover 80% the costs involved.

POLICE – MOTION by Penny Kandt, seconded by Ralph Bergsma and carried unanimously to approve an Agreement with Redwood Area Animal Shelter (RAAS) to accept animals for impoundment.

PUBLIC WORKS – The Council had no questions on the monthly reports from Mike Kenney and Jerome Schueller. The 2006 yellow pick up sold on sealed bid for \$14,550 to Brian Broderius, over the minimum bid of \$12,500. No sealed bids were received on the 2006 white pick-up and it will be traded towards a new 2017 pick-up, purchased from Schweiter's Chevrolet on state bid.

SEAL COATING – The city was contacted by Olivia and invited to participate in a joint seal coating project. The areas that need seal coating the most are near the construction sites, so Kenney recommended that the city wait until next year to reevaluate the need to seal coat.

TRIPLE J – It was noted that the city has provided Triple J Family Farms with a notice of default.

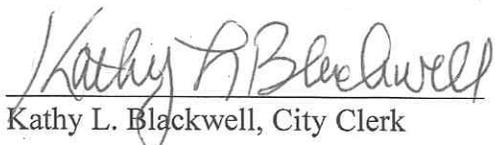
UTILITY CHARGES – MOTION by Jeff Heerd, seconded by Penny Kandt and carried unanimously to approve the following clarification in charging commercial properties and to provide affected locations a 60 day notice of the change: A property that has a business on the main level and an apartment(s) on the main, upper or lower level: base charges will be billed for the business if open for business and for each apartment unit in the building. If the business on the main level is not open for business, base charges will only be billed for the apartment(s). A property with two or more businesses/uses: base charges will be billed to each business/use that is open for business.

WORK SESSIONS – Dates have been set for quarterly work sessions for the council and employees.

MnDOT CROSSWALKS – Mike Kenney and Kathy Blackwell met with Randy Lindstrom from MnDOT about crosswalks on TH 4. MnDOT is requesting a resolution from the city designating the official crosswalks on TH4 be at Birch and Cedar. Permits are also required and will be obtained. Blackwell will draft a resolution for consideration at the May meeting.

MOTION by Ralph Bergsma, seconded by Jeff Heerd and carried unanimously to appoint Gerald Johnson to fill a vacancy on the Planning Commission.

MOTION by Ralph Bergsma and seconded by Jeff Heerd to adjourn at 7:34pm.


Kathy L. Blackwell, City Clerk