

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

MARCH 14, 2016

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

STAFF PRESENT: Kathy Blackwell, Airport Engineer Brian Meyer, Brad Falteysek, Todd Kramer, and Jerome Schueller.

ALSO PRESENT: Cyndi Washburn, Mark Kramer, Marlys Hagstrom, Mike Jacoby, Lowell Grimm, Kevin Fischer, Marty Lawson, and Lee Bjerk.

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

MOTION by Doug Best, seconded by Ralph Bergsma and carried unanimously to approve the agenda with the following additions: Mark Kramer deferred assessment, Bingo Event at the city shop, EDA Board vacancy, Kim Ryan's employment agreement and Kevin Fischer regarding a new street sweeper.

MOTION by Ralph Bergsma, seconded by Penny Kandt and carried unanimously to approve the consent agenda items.

AEM – Brad Falteysek presented the 4th quarter 2015 unaudited report highlighting the general fund balance, additional state aid received for streets, water and sewer sales revenue.

PROJECT UPDATES – Mayor Squibb outlined Clifton Allen's written memo that provided updates on the projects.

General Construction remains at 70% complete and on schedule on the water tower.

City wide reconstruction and CSAH/Ash projects are on hold until Spring.

The water treatment upgrades are considered complete.

Gridor is approximately 70% complete with the waste water treatment plant upgrades. Pay request #10 in the amount of \$45,895.51 is pending.

MOTION by Doug Best, seconded by Ralph Bergsma and carried unanimously to approve the payment to Gridor pending approval from RD.

AIRPORT – Airport Engineer Brian Meyer requested the City Council's acceptance of the Disadvantaged Business Enterprise Program Plan, necessary for FAA projects. The plan lists the goals of the airport. The Council agreed to accept the plan and publish a notice as required to allow for public comment.

AIRPORT ZONING – Meyer explained the proposed changes to the zoning to correct inconsistencies. The Council authorized sending a letter inviting the entities involved to attend a joint meeting.

AIRPORT FUEL SYSTEM – Meyer reviewed the proposed self-serve fuel system. The local share of this project is estimated to be \$15,000. MOTION by Ralph Bergsma, seconded by Jeff Heerdts and carried unanimously to approve the master agreement with DGR Engineering for this project. Meyer explained that the project includes electrical upgrades that take future needs into consideration.

DEFERRED ASSESSMENTS – The Council and Mark Kramer discussed the deferred assessments from the street project on 8th Street back in 1997. The Council needs to decide whether to charge a front or side yard rate and at what terms. Following several considerations and a lengthy discussion, MOTION by Doug Best, seconded by Jeff Heerdts and carried unanimously to charge the side yard rate at 5% over 15 years.

CORN CHAFF EVENTS – MOTION by Ralph Bergsma, seconded by Doug Best and carried unanimously to approve the Bingo event on Friday night of Corn Chaff be held in the city shop. The Council also approved the Community Spirit group to hold a quilt event like the bike event they did last year. Jeff Heerdts thanked the Community Spirit and Corn Chaff groups for all the work they do to make the events a success.

ORDINANCE 93.28, SECTION A – The Council discussed amending the animal ordinance process to license a third dog. The change would implement the Police Department in assisting the City Council in determining whether a public hearing should be held to issue the application or not. The amendment will be considered at the April meeting.

FIRE – A discussion was continued from the February meeting to increase the hourly wage for the fire department members. MOTION by Ralph Bergsma, seconded by Penny Kandt and carried to increase the hourly wage to \$10 effective December 1, 2015. Steve Squibb and Doug Best abstained from the motion. The bracing project at the fire hall is complete. Revised mutual aid agreements throughout Renville County are being considered for consistency.

EDA – MOTION by Doug Best, seconded by Ralph Bergsma and carried unanimously to appoint David Hanson to fill the vacancy on the EDA Board.

DOLLAR GENERAL – Mayor Squibb reported that the Dollar General project is progressing with construction to begin soon.

GERONIMO ENERGY – Lee Bjerck presented information on community solar projects and the benefits of participating. Geronimo completed a rate analysis of the city locations and estimates a savings of \$7,050 in year one. The total savings over the 25 year agreement is estimated to be

\$166,111. The saving is \$.01 per kilowatt hour for the lifetime of the agreement. The council considered having the city attorney review the agreement and will discuss it again in April.

POLICE – Penny Kandt reported that the interview room is now again being used as an interview room and the PD is looking to purchase recording equipment for the room. Some part time officers are being removed from roster.

PUBLIC WORKS – The Council had no questions on Jerome's report. Schueller reported that he is continuing to receive alarms from the water plant and the level transducer is not working. The alarm company is coming back out to correct the issues. Schueller stated that he is moving chemical lines and that he talked to Moore about putting the lines back where they used to be in hopes to improve the manganese levels.

SWEEPER – Kevin Fisher from MacQueen presented information on the purchase and financing of a new sweeper at a cost of \$227,000. Financing terms would be 3.1% over 7 years. Delivery of a new sweeper would be at least 120 days from the time of order. The Mayor commented that the city may want to try this option and see what the unit looks like after 7 years. Jeff Heerdt asked Clerk Blackwell to look into the costs of contracting street sweeping services.

WATER PLANT PAINTING – Jerome Schueller reported that he obtained a bid of \$5,200 to paint the floors of the water plant. The Council directed Schueller to obtain a second bid.

PESTICIDE – The Council agreed that Mike Kenney should obtain a pesticide applicator license.

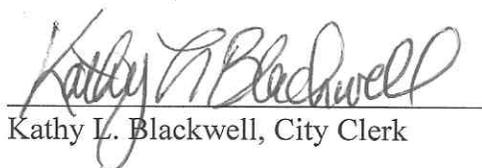
DEPUTY CLERK – MOTION by Jeff Heerdt, seconded by Ralph Bergsma and carried unanimously to approve the Employee Agreement with Kim Ryan for the Deputy Clerk position.

SCHUELLER – The Mayor asked Jerome Schueller if he wanted his performance review to be held in closed session or an open meeting. Schueller stated he wanted an open meeting.

BREAK - The meeting was adjourned for a five minute break and resumed at 9:10 p.m.

PERFORMANCE EVALUATION – The Council completed Schueller's performance evaluation.

MOTION by Doug Best and seconded by Ralph Bergsma to adjourn the meeting at 10:14 p.m.


Kathy L. Blackwell, City Clerk