

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

SEPTEMBER 14, 2015

PRESENT: Mayor Steven Squibb, Council Members Doug Best and Ralph Bergsma.

ABSENT: Penny Kandt

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

ALSO PRESENT: Marty Lawson, Susan Krumrey, Mitchell Krumrey, Mike Jacoby, Rebecca Heerdt, Cindy Christopherson, and Ruth Kulla.

AGENDA – MOTION by Doug Best, seconded by Ralph Bergsma and carried to approve the agenda with the following additions: Rebecca Heerdt, Resolution 2013-22, and the Council vacancy. MOTION by Doug Best, seconded by Ralph Bergsma and carried to approve the consent agenda.

AEM – Gary Groen reminded the council that a preliminary 2016 payable tax levy needs to be certified to the county auditor by September 30, 2015. Gary reviewed the proposed 2016 budget and noted that per the Mayor's recommendation, the preliminary 2016 levy of \$640,750 is a 2% increase from 2015. The budget will continue to be reviewed by staff and a balanced proposed budget will be presented in December. MOTION by Doug Best, seconded by Ralph Bergsma and carried to certify to the Renville County Auditor a preliminary 2016 payable levy in the amount of \$640,750.

PROJECTS – Clif Allen reported that the waste water plant project is 25% complete, the water tower has not yet started, the CSAH 34 project has started in the last few weeks and the city wide rehab project is focused on the areas North of the railroad tracks. The water treatment plant project is 25% complete and there are two change orders being recommended by the contractor. One suggested change order is to sandblast the entire filter prior to painting at approximately \$21,000 and the other is to relocate electrical at approximately \$6,000. MOTION by Doug Best, seconded by Ralph Bergsma and carried to approve the change orders contingent upon both Moore's and Rural Development's approval. ADA sidewalk ramp work on Main Street will begin next week. Allen stated that the contractors and project engineers are making efforts to communicate with residents affected by the projects. Marty Lawson commented that the contractor has done a good job of keeping her informed. Mike Jacoby stated the opposite, noting that he was not made aware of work near his property.

WEEKLY PROJECT UPDATES - Allen reported that a weekly update is being drafted and asked for direction on how to distribute the updates. The council agreed to publish an update once per month, to post weekly updates on the web site and post paper copies of the weekly updates at various locations.

RAILROAD AGREEMENT - Allen explained the process and communication over the last several months with the railroad and presented a proposed agreement. The work being done near and within the railroad right of way is low risk. Allen and Mayor Squibb recommended the city approve the agreement. MOTION by Doug Best, seconded by Ralph Bergsma and carried to approve the agreement between the city and Twin Cities and Western Railroad Company.

ANNEXATION – Allen explained that it was discovered that the property where the waste water treatment plant is located has not yet been annexed and recommend the city annex the property. MOTION by Doug Best, seconded by Ralph Bergsma and carried to adopt Ordinance 2015-1 annexing land located in Hector Township where the waste water treatment facility is located.

PAY REQUESTS – MOTION by Ralph Bergsma, seconded by Doug Best and carried to approve Pay Request #4 from Gridor Construction in the amount of \$176,739.51, Pay Request #2 from KHC Construction in the amount of \$147,605.81 and Pay Request #1 from Quam Construction in the amount of \$238,587.35, pending approval from Rural Development.

TEMPORARY WATER – The council agreed that properties on temporary water service due to the construction projects would be billed the minimum monthly water and sewer charges or for the amount of usage that went through the water meter, if temporary water service was for only part of a billing period.

HEERDT – Rebecca Heerdts asked to address the council for feedback on the ADA accessibilities for her building. The Council had no objections to Heerdts's plans and advised that the building official should approve the plans also.

JACOBY – Mike Jacoby commented that the American Bar and Grill plans to close on October 2, 2015 and will have a negative effect on the community. Jacoby also noted that he understands it is not up to the city to step in and try to prevent the closing. Jacoby noted that the exposed basement project in his neighborhood is a possible safety concern.

RESOLUTION – MOTION by Doug Best, seconded by Ralph Bergsma and carried to adopt Resolution 2015-22 closing TH 4 for the Homecoming Parade on October 2, 2015.

AIRPORT – Councilor Bergsma reported that the advisory committee has had a meeting and that the fly in breakfast will be held on September 20, 2015.

EDA – Mayor Squibb noted the resignation of Jacob Work from Prairie View and acknowledged Work's accomplishments in increasing occupancy.

POLICE – In Councilor Kandt’s absence, Chief Best reported a welcomed stability within the department. The officers are spending time at the school on a weekly basis, with the number of hours on campus yet to be determined. Best stated that they are considering changes to the office area to best utilize the space. Ruth Kulla asked if the new Part Time Chief was a permanent change in the department. Mayor Squibb stated that it is not permanent, but will remain in place as long as it functions in a positive way or there is a reason to seek a change.

PUBLIC WORKS – There were no questions on Jerome’s monthly report. Schueller stated that the cloudy water is just tiny air bubbles in the water and the water remains safe for consumption. Schueller reported that trees were trimmed and that an estimate to repair the community center roof was obtained so the repairs can be budgeted for in 2016.

KRAMER PAYMENTS – Following another discussion regarding Paul Kramer’s payment plan, the Council agreed to accept payments from Kramer.

COUNCIL VACANCY – Mayor Squibb noted that nobody has expressed interest in being appointed to fill the vacancy on the Council. Notice of the vacancy will be published and posted and on the October agenda.

SENIOR DINING – Mayor Squibb noted that the community center may be used for serving senior nutrition meals beginning in October. A final decision has not yet been made.

MOTION by Doug Best and seconded by Ralph Bergsma to adjourn the meeting at 8:31 p.m.


Kathy L. Blackwell, City Clerk