

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

APRIL 13, 2015

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

ABSENT: Councilor Chuck Gentry

STAFF PRESENT: Kathy Blackwell, Jerome Schueller, Kurt Kozel, and Clif Allen.

ALSO: Jon Mitchell, Paul Setzephandt, Marty Lawson, Penny Macik, Marlys Hagstrom and Ruth Hamilton.

Mayor Squibb opened the meeting following the pledge of allegiance.

AGENDA – MOTION by Greg Radermacher, seconded by Ralph Bergsma and carried to approve the agenda with the following additions: Airport Environmental Assessment update, Deputy Clerk position, Advanced Academy attendance, Resolution 2015-13, Community Spirit request, and Athletic Association request. MOTION by Ralph Bergsma, seconded by Doug Best and carried to approve the consent agenda.

REDWOOD/RENVILLE RECYCLING – Jon Mitchell, Environmental Services Director, presented information on the formation of the joint powers agreement that established the Redwood/Renville Regional Solid Waste Authority (RRRSWA). Mitchell explained the changes that will be made in recycling collection in the two counties and how it would impact residents of Hector. When implemented, residents will be issued a 90 gallon container for single stream (not sorted) collection. The containers will have an identification chip that will collect data. The data collected will document usage and hopefully determine that recycling has increased. Mitchell also explained additional services that will be provided, such as secure document destruction. Mitchell went on to explain appliance pick up, household hazardous waste, light bulbs, paint exchange, and other planned services. Mitchell informed the city that language in the contract with Steve's Sanitation will need to be updated after the current landfill closes.

MOORE – Clif Allen presented project updates including the long awaited approval from Rural Development to advertise for bids on the largest phase of the project including water, sewer and storm sewer work throughout the city. MOTION by Greg Radermacher, seconded by Doug Best and carried to award the bid for the Water Treatment Plant Upgrade to K.H.C. Construction at \$734,000 and award the bid for the Wastewater Treatment Plant Upgrade to Gridor Construction at \$2,597,000.

530 DOUGLAS AVE E – Marlys Hagstrom inquired about this property. Mayor Squibb noted that the city attorney had submitted a petition to the court in efforts to obtain title to the property. Clerk Blackwell was directed to ask the city attorney about the city putting up a fence around the damaged structure.

AIRPORT – The airport engineer is recommending that the city transfer \$91,500 in FY2015 Airport Entitlement Funds to Elbow Lake. This is due to a delay in the FAA approval of the environment assessment that is required to proceed with the planned projects. The Council acknowledged the transfer noting that the funds would be returned to Hector per a signed agreement with Elbow Lake.

AMBULANCE/FIRE – The part-time ALS is in operation and providing service. The rate structure and agreements for the service are being reviewed. It was noted that the fire department did confined space training with Ridgewater College.

EDA – Penny Macik mentioned positive events at Prairie View and increased community involvement. This will hopefully increase occupancy.

CEMETERY – Marlys Hagstrom inquired about cemetery policies recently discussed at an employee meeting.

POLICE – Councilor Doug Best informed the council that he met with Officer Koford and Officer Kozel and discovered and uncovered why some deficiencies exist. Best stated that several issues are not the fault of the officers. Best determined that additional equipment and supplies needed to be purchased for the department to assist them in doing their work. Best stated that he is available to assist the officers to improve service. Best presented information regarding the 2015 Tahoe being purchased by another agency and suggested the council approve the purchase of a 2016 Ford Explorer. MOTION by Ralph Bergsma, seconded by Greg Radermacher and carried to purchase a 2016 Ford Explorer per the state bid at a cost of \$26,472.44; and to approve the purchase of necessary equipment and lighting for the vehicle. The 2011 Caprice is using oil, but under warranty. Council Best then explained the only changes he made to the policy manual since it was presented by former Chief Callahan was to the response time and on-call sections. MOTION by Greg Radermacher, seconded by Ralph Bergsma to approve the policy as presented by Councilor Best. MOTION by Greg Radermacher, seconded by Ralph Bergsma and carried to add Andrew Fiebelkorn to the part-time roster. Best asked that the Council and community show Officer Kozel and Officer Koford the support they need to do their jobs. Best then stated that if anyone has a problem with what an officer is doing, they should address it directly with him.

OFFICER KOZEL – Councilor Best explained that since Chief Callahan has left, Officer Kozel has been working full-time hours. Best feels it appropriate that Kozel be considered full-time and be given full-time benefits retroactive to November. The council agreed with Best and approved such.

PUBLIC WORKS – The council had no questions regarding Schueller’s monthly report. Councilor Bergsma asked the status of the sale of the 2002 pick-up. Schueller agreed to take photos and list it for sale on Minnbid. The council was updated on Triple J being out of compliance in February and March. Schueller commented that April has not started out well either. The city will meet with Triple J again in late April. Schueller stated that he will begin hauling sludge tomorrow, that alleys are schedule to be graded and dust control will take place in May. The city received their 16th certificate at the PCA conference. Schueller said that no seal coating is planned for 2015. Spring clean-up is scheduled for May 5-7. When asked by Mayor Squibb, Clerk Blackwell stated that it took her longer to read meters with the hand held due to not knowing specific locations to drive. However, once a route is known it would take about 1.5 hours to read meters, plus the time to investigate any errors. Blackwell explained that the city now has the capability to obtain hourly meter readings for the previous billing cycle on a specific meter. This technology was used last week to determine what days a leak had occurred in a residence. Schueller stated that he will be cleaning culverts for Duininck’s with the jetter truck.

ADMINISTRATION – The council had no questions for Blackwell regarding the recent cell phone upgrades. **MOTION** by Doug Best, seconded by Greg Radermacher and carried to accept Karen Neuman’s resignation effective June 19, 2015. Mayor Squibb took the opportunity to say a giant thank you to Karen for her work in 2013 and since. **MOTION** by Ralph Bergsma, seconded by Greg Radermacher and carried to approve a hiring committee of Blackwell, Neuman, Mayor Squibb and Deb Lingl to schedule interviews with the top candidates and negotiate an employment agreement. The council approved Blackwell’s attendance to the Advanced Academy on September 10-11, 2015.

ON-CALL – **MOTION** by Greg Radermacher, seconded by Ralph Bergsma and carried to increase the police department on-call pay for full-time officers from \$1.00 to \$1.50 per hour and increase on-call pay for part-time officers from \$.75 to \$1.25.

RESIGNATION – Greg Redermacher submitted a letter of resignation from the city council effective May 15, 2015. Radermacher stated that he will be moving to Fairfax. Mayor Squibb thanked Radermacher for his years of service on the council. **MOTION** Doug Best, seconded by Ralph Bergsma and carried to approve Resolution 2015-13, accepting Radermacher’s resignation and declaring a vacancy. Greg Radermacher abstained from the motion. Mayor Squibb announced that anyone that is interested in serving on the city council from May 16, 2015 to December 31, 2016 should contact himself or Clerk Blackwell. .

COMMUNITY SPIRIT – Doug Best spoke with the group regarding a bike event in Hector. **MOTION** by Doug Best, seconded by Greg Radermacher and carried to approve the request.

BALLPARK – The BLHS Athletic Association that runs local youth baseball program requested that the city purchase gravel for the ballpark. **MOTION** by Doug Best, seconded by Greg

Radermacher and carried to purchase gravel for the ballpark at a cost of \$504. Clerk Blackwell was directed to look into new bleachers for the ballpark.

MOTION by Ralph Bergsma and seconded by Doug to adjourn the meeting at 8:55 p.m.


Kathy L. Blackwell, City Clerk