

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

**JULY 11, 2016**

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

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

ALSO PRESENT: Greg Krueger, Steve Karnik, Steve Corl, Lowell Grimm, Marty Lawson, Kim McFall, Allison Girres, Amy Hollan, and Mike Ovitt.

MOTION by Doug Best, seconded by Ralph Bergsma and carried unanimously to approve the agenda with the following additions: Kim McFall, library concerns, Community Center use, Steve Corl, and Greg Kruger.

MOTION by Jeff Heerdt, seconded by Penny Kandt and carried unanimously to approve the consent agenda items with the exception of the payables.

PROJECT UPDATES: City Engineer Clifton Allen reviewed the projects.

General Construction is 75% complete with the new water tower. The project completion date may need to be extended due to delays. Color selections for the water tower are being determined. Pay request #6 in the amount of \$41,800 is pending.

Quam Construction is 50% complete with the city wide rehab project. Change order #2 in the amount of \$33,619.91 and change order #3 in the amount of a \$2,440 credit are pending.

Gridor is 93% complete with the waste water plant project. Pay request #14 in the amount of \$100,700 is pending.

MAPPING – Lowell Grimm asked if maps for the new infrastructure are being created to assist for future projects. Clif responded that new maps are being drafted.

MOTION by Ralph Bergsma, seconded by Doug Best and carried unanimously to approve the pay requests and change orders as noted above, pending approval from Rural Development.

GENERATOR MAINTENANCE AGREEMENT – Clif explained the terms of a proposed agreement for the generator. The council agreed to table any decision on an agreement.

LIBRARY – Allison Girris asked the council to consider installing a security camera and an answering service at the library. Doug Best stated that he is working with a company on an audio visual system for the police department and will inquire about a system for the library.

MOTION by Ralph Bergsma, seconded by Jeff Heerdt and carried unanimously to adjust Kim McFall's May 2016 utility bill for an average usage of 4,500 gallons and waive the late fees.

STEVE CORL – Steve Corl addressed the council about property owners on 2<sup>nd</sup> Street East that paid an assessment and now will be paying increased water and sewer rates. Corl doesn't feel those residents should have to contribute towards this project.

GREG KRUEGER – Greg Krueger purchased 549 7<sup>th</sup> Street E and discovered the house and shed were built over a utility easement. The council agreed the easements could be vacated if the home owners assume all responsibility.

MOTION by Penny Kandt, seconded by Doug Best and carried unanimously to adopt the amendment to Ordinance 93.28.

AIRPORT – Councilor Bergsma reported that the new mower is in use at the airport and the fuel project is progressing on schedule.

POLICE – Chief Best stated that he has implemented a new work schedule that allows for more visibility of the officers. Best will work with the vendor for camera systems at the police office and library. It was requested that a squad car be parked on mainstreet during Corn Chaff days to help slow down traffic. Marty Lawson stated that a stop sign on Douglas is not visible due to a tree.

PUBLIC WORKS - There were no questions on Jerome's monthly report. The Mayor stated that he and Jeff Heerdt met with Jerome last week and are meeting again to review expectations and document progress. Mayor Squibb offered a recommendation to look for a company or service to work with Moore Engineering on the operations of the water plant. MOTION by Ralph Bergsma, seconded by Doug Best and carried unanimously to have an outside firm operate the water plant for a minimum of 90 days. Councilor Bergsma offered a recommendation of a pay decrease of 20% for Schueller following his demotion. Councilors Best and Heerdt requested information on past wage history for Schueller and comparable wages in other cities. Councilor Kandt asked the status of hiring a Public Works Supervisor. The Mayor responded that at this time job duties and responsibilities are being determined and the need for two versus three persons is being considered. Councilor Bergsma commented he feels there is still a lack of accountability and efficiency in the maintenance department.

DEPUTY CLERK – Mary Johnson has accepted the position of Deputy Clerk.

AEM – The Council discussed the renewal of the contract with AEM. The Mayor commented that he appreciates having the independent party involved and it removes items from the audit findings. MOTION by Ralph Bergsma, seconded by Jeff Heerdt and carried unanimously to approve the contract with AEM through 2019.

COMMUNITY CENTER – The Council agreed that a church group from Willmar can use the center at no charge for worship service.

NOVEL ENERGY – MOTION by Doug Best, seconded by Penny Kandt and carried unanimously to approve the agreement with Novel Energy, pending approval by the city attorney.

MOTION by Ralph Bergsma and seconded by Doug Best to adjourn at 8:35 p.m.

  
Kathy L. Blackwell, City Clerk