

**City Council Regular Meeting  
October 14, 2024  
Monday 7:00 p.m.**

The regular session of the City Council, City of Sacred Heart, Minnesota was called to order on October 14, 2024, at 7:00 p.m. by Mayor Dan Agre.

City Council members present were Randy Johnson, Joe Kirk and Andy Stauffer. Brooke Hebrink was absent.

Also present were City Administrator Brittany Hebrink, Public Works Supervisor Jared Peterson, Liquor Store Manager Brooke Busack, City Clerk Lori Skalbeck, City Finance Director Amy Hubbard, Scott Tedrick, Representatives from the Minnesota Lottery, Don Williamson and Jeff Agre.

**1. Approval of Agenda**

A motion was made by Randy Johnson and seconded by Andy Stauffer to approve the agenda. The motion carried 3 to 0.

**2. Approval of Minutes**

A motion was made by Andy Stauffer and seconded by Randy Johnson to approve the September 9th, 2024 regular meeting minutes. The motion carried 3 to 0.

**3. Invoices Payable**

A motion was made by Randy Johnson and seconded by Andy Stauffer to approve the invoices payable as presented. The motion carried 3 to 0.

**4. Certify Unpaid Garbage Bills from West Central Sanitation**

West Central Sanitation representative, Don Williamson, was present at the meeting to discuss the list of unpaid garbage bills that will be assessed on the 2024 tax rolls, payable in 2025. A motion was made by Randy Johnson and seconded by Joe Kirk to approve the certification of unpaid garbage bills to be assessed. The motion carried 3 to 0.

**5. Liquor Store Report – Brooke Busack, Manager**

Liquor Store Manager, Brooke Busack, was present to give her report to the council.

Brooke asked the Council for permission for filming to take place at the bar during non-operating hours for the movie, *Kitchen Fire*, per a request from a local resident. The Council was fine with such. Representatives from the Minnesota Lottery presented information in regards to the Liquor Store selling lottery products as another venue of entertainment. After much discussion some further consideration is needed prior to the Council making a decision. The Council will revisit this at the November meeting.

**6. Maintenance/Water/Sewer Report – Jared Peterson, PW Supervisor**

Public Works Supervisor Jared Peterson was present to provide the council with a report.

Jared reported there were some issues with one of our lift station pumps (pump 2)- the problem has since been resolved. The City Works department is in need of a different dump truck as the current one has surpassed its lifespan. Jared will continue to look for a replacement. With Troy Thielen's resignation, the City Maintenance Worker position has now been posted.

## **7. Police Report – Monthly Summary**

The September monthly summary police report is as follows- a total of 23 calls were taken along with 271.33 hours patrolled for the month averaging 67.83 hours a week. The Council had some continued concerns with barking dogs as well expired tabs on vehicles. Brittany will follow up with Braydon.

## **8. SHEDA Report – Randy Johnson and Andy Stauffer**

The Sacred Heart EDA members, Randy Johnson and Andy Stauffer, provided the council with a monthly report.

The SHEDA reviewed the apartment walk through list and will continue to work on completing those tasks prior to winter. The PIGP committee awarded \$6,800 in grants (4 projects) to local residents. The SHEDA will be donating wreaths to local businesses for the upcoming winter months.

## **9. Administrative Report – Brittany Hebrink, City Administrator**

Administrator Hebrink was present to provide the council with a monthly administrative report.

Hebrink updated the Council with the current kitchen remodeling project. Plans continue to be moving forward as demolition will take place the week of October 28<sup>th</sup> with cabinet installation occurring the following week. Thank you to Andy Stauffer for his diligence with getting the LED sign operable again! This past month, the Sacred Heart Monthly Beat made its debut. We will continue to feature all things Sacred Heart in this monthly newsletter.

## **10. Old Business**

### **-416 3<sup>rd</sup> Ave**

A motion was made by Andy Stauffer and seconded by Joe Kirk to approve Dale Larson to remove all garbage and hazardous materials from the 416 3<sup>rd</sup> Avenue prior to demolition. The motion carried 3 to 0.

A motion was made by Andy Stauffer and seconded by Joe Kirk to approve Jared Jakel with no bid to demolish 416 3<sup>rd</sup> Ave. The motion carried 3 to 0.

## **11. New Business**

### **- D.Wolfe driveway repair-**

A motion was made by Joe Kirk and seconded by Randy Johnson to approve a payment of \$2,886.50 to Dan Wolfe for driveway repairs that occurred due to road construction. The motion carried 3 to 0.

### **- C. Moe Building Permit**

A motion was made by Randy Johnson and seconded by Andy Stauffer to approve Cassandra Moe's Building Permit for a shop with the expiration date of 10.14.25. The motion carried 3 to 0.

**- R. Johnson Building Permit**

A motion was made by Joe Kirk and seconded by Andy Stauffer to approve Randy Johnson’s Building Permit for a shed with the expiration date of 10.14.25. The motion carried 2 to 0 with Randy Johnson abstaining from voting.

**-General Election Notice**

A motion was made by Randy Johnson and seconded by Andy Stauffer to approve the 2024 General Election Notice. The motion carried 3 to 0.

**-Voter Agreement**

A motion was made by Joe Kirk and seconded by Randy Johnson to approve the Voter Agreement with Renville County. The motion carried 3 to 0.

**-J. Peterson Wage**

A motion was made by Joe Kirk and seconded by Andy Stauffer to approve a wage increase of \$2.00 per hour for Public Works Supervisor Jared Peterson, after his 6 month review. The motion carried 3 to 0.

**-Donation from AgCountry (\$600 for new backboards)**

A motion was made by Andy Stauffer and seconded by Randy Johnson to approve a donation of \$600 for new backboards from AgCountry. The motion carried 3 to 0. We greatly appreciate the donation!

**-2024-08 Resolution to adopt election judges for November 2024 General Election**

A motion was made by Andy Stauffer and seconded by Joe Kirk to approve Resolution 2024-08- to adopt election judges for the November 2024 General Election. The motion carried 3 to 0.

The November meeting will be held on Tuesday, November 12<sup>th</sup> at 7:00 p.m.

**12. Adjourn**

A motion was made by Joe Kirk and seconded by Randy Johnson to adjourn the meeting. The motion was carried 3 to 0. The meeting was adjourned at 8:45 p.m.

ATTEST:

BY \_\_\_\_\_

Brittany Hebrink, City Administrator

The next Regular Council Meeting is scheduled for November 12, 2024 at 7:00 p.m.  
The City of Sacred Heart is an equal opportunity provider and employer.