

**City Council Regular Meeting  
April 10, 2017  
Monday 7:00 p.m.**

The regular session of the City Council, City of Sacred Heart, Minnesota was called to order on April 10, 2017 at 7:00 p.m. by Mayor Agre.

City Council Members present were Dick Ashburn, Randy Johnson, Scott Thompson and Brooke Hebrink. Also present was Public Works Supervisor Mike Sietsema, Liquor Store Manager Bart Estum, Brian Bollig, Nathan Feist and Josh Johnson of Bollig Inc., and Doug Best from the Renville County Sheriff's Office. No one was present in the audience.

**1. Approval of Agenda**

A motion was made by Brooke Hebrink and seconded by Randy Johnson to approve the agenda. The motion carried 4 to 0.

**2. Approval of Minutes**

A motion was made by Randy Johnson and seconded by Dick Ashburn to approve the minutes of the March 13, 2017 Regular Meeting with a correction of the term "grievance" to "bereavement" under the Liquor Store section, April 4, 2017 Board of Appeal & Equalization Meeting and April 4, 2017 Special Meeting. The motion carried 4 to 0.

**3. Invoices Payable**

A motion was made by Randy Johnson and seconded by Scott Thompson to approve the invoices payable as presented. The motion carried 4 to 0.

**4. Steve Agre – LMC Insurance**

Steve Agre from Agre Insurance was on hand to present to the council the rates for the insurance for the city. Insurance for 2017 will cost the city \$46,135.00. This is a 7% decrease from the \$49,880.00 paid in 2016. A motion was made by Brooke Hebrink and seconded by Dick Ashburn to accept the premium of \$46,135.00 for property and liability insurance with the understanding that the City of Sacred Heart does not waive the limit on municipal tort liability established by Minnesota Statute 466.04. The motion carried 4 to 0. Agre also informed the council that the 2020 Legion Baseball tournament was awarded to Sacred Heart.

**5. Liquor Store Report – Bart Estum**

Liquor Store Manager Bart Estum was present to give his report to the council. Estum informed the council that business was up last weekend with a birthday party held at the liquor store. Discussion was held on giving the full-time employees an equivalent amount in PTO for holidays that are worked. Administrator LeGare informed him that the current policy would need to be updated to make this change. Estum informed the council that the ATM revenue has

increased due to more activity. Co-ed volleyball league is scheduled to begin in May. Off-sale liquor sales will begin July 22, 2017.

#### **6. SHEDA Report – Randy Johnson & Scott Thompson**

Councilmembers Johnson and Thompson gave a report for S.H.E.D.A. Larkin Tree & Landscaping and Redwood Area Nursery were on hand at the meeting to present their bids for landscaping at the three apartment complexes. Discussion was held on new signs for the east and west entrances to town. Administrator LeGare is going to submit an application for the Renville County EDA grant. Costs are estimated at \$800.00 to re-surface both signs with updated graphics. Apartment 10 will be vacant on May 1, 2017.

#### **7. Kevin Friesen – USDA**

Kevin Friesen from USDA was on hand to discuss the funding package for phase 2 of the infrastructure project. A letter of conditions for the grants and loans required for this project was reviewed and discussed. A motion was made by Randy Johnson and seconded by Scott Thompson to accept the letter of intent to meet conditions of the priority 2 funding package. The motion carried 4 to 0. A request for obligation of funds was reviewed, discussed and signed by Mayor Dan Agre.

#### **8. Brian Bollig, Nathan Feist and Josh Johnson – Bollig Inc.**

Brian Bollig, Nathan Feist and Josh Johnson were present to participate in the discussion with USDA on the funding package for phase 2 of the infrastructure project. Rural Development's Letter of Conditions was reviewed. The Owner Engineer Agreement was discussed and reviewed. A motion was made by Brooke Hebrink and seconded by Dick Ashburn to accept the Owner Engineer Agreement with Bollig Inc. for the priority 2 infrastructure improvements. The monthly construction meetings will resume on May 2, 2017. A USB flash drive was also given to the city containing the Sewer Lateral Televising of resident sewer lines and is available at the City Clerk's office for residents to review televising of their sewer lines.

#### **9. Police Report – Doug Best-Renville County Sheriff's Office**

Doug Best was present from the Renville County Sheriff's Office to discuss any present issues within the city. Discussion was held on the upcoming blighted property review.

#### **10. Maintenance/Water/Sewer Report – Mike Sietsema**

Maintenance Supervisor Mike Sietsema was on hand to give his report to the council. Sietsema informed the council that cleaning was completed on the #5 well and he will open up the well next week to make sure it is in working order. Sietsema also informed the council that Duinicks was in town today working on the punch list items. Discussion was held on the clay in the alley south of Walnut Street near the wastewater treatment plant. Jeff Agre would like to remove the pile but with road restrictions the council decided it is best to wait until the road signs are lifted. Discussion was held on the grass seed issues that need to be addressed throughout the

city due to the project. Discussion was held on a pipe lying in the wastewater treatment plant lot and partially on Wayne Anderson's property at 404 Walnut Street E. Sietsema will look at moving this pipe as soon as possible.

### **11. Huisman Properties**

Discussion was held on the purchase of the lots on the southwest edge of town, owned by Harlen Huisman. Huisman proposed a \$30,000.00 purchase price for the remaining 3.91 acres. The council decided to hold off on the purchase until the project is complete.

### **12. Communications Network Engineering - Fiber Optic Installation through the city**

A permit was reviewed for underground construction of telephone lines from Communications Network Engineering in reference to the Sacred Heart Telephone Company. After much discussion a motion was made by Randy Johnson and seconded by Dick Ashburn to approve the permit for underground construction of telephone lines by the Sacred Heart Telephone Company. Scott Thompson abstained from the vote due to conflict of interest with his current employer. The motion carried 3 to 0.

### **13. Next Meeting – Reschedule for May 15, 2017**

Discussion was held on the movement of the next regular council meeting scheduled for May 8, 2017. Administrator LeGare will be attending the Clerk's Institute the May 1 through May 5 therefore financials and invoices payable would not be available for review before the meeting on May 8. A motion was made by Brooke Hebrink and seconded by Randy Johnson to move the regular meeting scheduled for Monday, May 8, 2017 to Monday, May 15, 2017 at 7:00 pm. The motion carried 4 to 0.

### **14. City Website**

Discussion was held on the issue with the old city website still being active. Administrator LeGare informed the council that the domain was purchased by another buyer when it expired and has left the city's content on the page, which cannot be removed. Administrator LeGare will contact the domain holder to see if there is anything the city can do to get the content removed. The new city website will go live within the next couple weeks and will be announced on the city's Facebook page.

### **15. Schedule Blighted Review**

Discussion was held on the upcoming blighted property review. Councilmembers Scott Thompson and Brooke Hebrink will join Administrator LeGare on the review which will be scheduled after the May 15 cleanup deadline for residents.

### **16. Proposed changes to the cleanup ordinance**

A proposed change to the current cleanup ordinance was reviewed and discussed. After much discussion a motion was made by Randy Johnson and seconded by Scott Thompson to move forward with the proposed change. The ordinance will be reviewed and approved at a future council meeting.

**17. John Peters – Front Deck Building Permit**

A building permit from John Peters to build a front deck on his home at 204 E Walnut St was approved with the exception that he follows the sightline guidelines.

**16. Dust Control**

Dust control application was discussed for the gravel road between 1<sup>st</sup> and 2<sup>nd</sup> Ave, north of the Post Office. A motion was made by Dick Ashburn and seconded by Brooke Hebrink to apply dust control on the gravel road with SW Dust Treatment Inc. The motion carried 4 to 0.

**17. Fire Department Grants**

Discussion was held on the possibility of Administrator LeGare handling the grants for the fire department.

**13. Adjourn**

A motion was made by Dick Ashburn and seconded by Randy Johnson to adjourn the meeting. The motion carried 4 to 0. Meeting was adjourned at 9:23 p.m.

ATTEST:

BY \_\_\_\_\_  
Colette LeGare, City Administrator/Clerk/Treasurer

The City of Sacred Heart is an equal opportunity provider and employer.