

**City Council Regular Meeting**  
**August 12, 2019**  
**Monday 7:00 p.m.**

The regular session of the City Council, City of Sacred Heart, Minnesota was called to order on August 12, 2019 at 7:00 p.m. by Mayor Dan Agre.

City Council Members present were Randy Johnson, Brooke Hebrink, Andy Stauffer and Dick Ashburn. Also present were Paul Jurek from Bollig Inc., Darla Dillon from Warner Mfg., Jordan Frank from Rice Companies, City Administrator/Clerk/Treasurer Colette Santjer, General Maintenance Worker Dave DeLong, Liquor Store Brooke Busack and resident Ross Rieke.

**1. Approval of Agenda**

A motion was made by Brooke Hebrink and seconded by Andy Stauffer to approve the agenda as presented. The motion carried 4 to 0.

**2. Approval of Minutes**

A motion was made by Brooke Hebrink and seconded by Randy Johnson to approve the minutes of the July 15, 2019 Regular Meeting. The motion carried 4 to 0.

**3. Invoices Payable**

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

**4. Infrastructure Project – Paul Jurek from Bollig Inc.**

Paul Jurek from Bollig Inc. was present to discuss the infrastructure project. Discussion was held on Change Order #4, an adjustment in quantities, which is pending Rural Development approval. Discussion was held on releasing funds for Pay Application #9 with a 1% retainage. Discussion was held on the status of the backwash holding tank. Discussion was held on punch list items including a pile of concrete and seeding by the railroad. The city will complete these items. Discussion was held on a storm sewer issue on 3<sup>rd</sup> Avenue. Discussion was held on the wastewater and drinking water treatment plant projects. The next construction meeting is scheduled for September 4, 2019 at 12:30 p.m. Discussion was held on the reverse osmosis system at the drinking water treatment plant.

Councilmember Andy Stauffer left the meeting for a fire call.

**5. Warner Mfg. – Warehouse Construction Discussion**

Darla Dillon from Warner Mfg. and Jordan Frank from Rice Companies were present to discuss details of possible construction of a warehouse on the east side of the current plant. Discussion was held on the size and the needed variances, street vacation, zoning amendment, setbacks and larger access permit.

## **6. Ross Rieke – State of MN owned lot north of his property**

Resident Ross Rieke was present to discuss having the city acquire the vacant lot located adjacent to his property. Currently his home sits partially on this lot. The lot is currently owned by the State of Minnesota and will be placed for sale by auction if the City does not request government acquisition from the County. The council directed Administrator Santjer to discuss the city's options with the city attorney before any action is taken.

## **7. Liquor Store Report – Brooke Busack, Manager**

A required Public Hearing was scheduled for Monday, September 9, 2019 at 6:30 p.m. This Public Hearing is a requirement due to two consecutive losses within the last three years. Discussion was held on coverage for Busack's maternity leave December through March. Busack informed the council that one of the freezer's broke down and needed a new compressor which costs \$500.00 plus installation costs. Discussion was held on a power cord for outdoor entertainment. Discussion was held on a hood exhaust system to help with the odor and bad air quality from the auto fryer.

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

A monthly summary report was provided to the council from the Renville County Sheriff's Office for review. A total of 48 calls were taken during the month of June. With a total of 206.00 hours patrolled for the month.

## **9. SHEDA Report – Randy Johnson**

Councilmembers Randy Johnson and Andy Stauffer gave the report for S.H.E.D.A. Discussion took place on the apartment maintenance list and the annual walk through. Discussion took place on replacement of the roof on the Phase III apartments. A Public Hearing was scheduled for the transferring of the Lion's Park lots to the city and sale of the vacant lots on the southwest end of town. Discussion took place on a new lease agreement and no smoking policy.

## **11. Encroachment Agreement – Farmers & Merchants State Bank**

An encroachment agreement between the City of Sacred Heart and Citizens Alliance Bank (purchasing Farmers & Merchants State Bank) was reviewed and discussed. After much discussion, a motion was made by Randy Johnson and seconded by Brooke Hebrink to approve the encroachment agreement and authorize Mayor Dan Agre and City Administrator Colette Santjer to sign the agreement. The motion carried 3 to 0.

## **12. Jonathon Hodge – Building Permit for Shed – 505 1<sup>st</sup> Ave.**

A building permit application from Jonathon Hodge for a shed at 505 1<sup>st</sup> Ave. was reviewed and discussed. After much discussion, a motion was made by Randy Johnson and seconded by Dick Ashburn to approve the building permit for Jonathon Hodge as presented. The motion carried 3 to 0.

### **13. Randall & Karen Moe – Building Permit for Shed – 409 Maple St. E.**

A building permit application from Randall and Karen Moe for a shed at 409 Maple St E. was reviewed and discussed. After much discussion, a motion was made by Randy Johnson and seconded by Dick Ashburn to approve the building permit for Randall and Karen Moe as presented. The motion carried 3 to 0.

### **14. Detached Accessory Building Ordinance – consider amending to allow additional large shed with detached garage or % of property**

Discussion was held on the current detached accessory building ordinance. After much discussion, the council directed Administrator Santjer to consult with surrounding cities on their ordinance and what makes the most sense for Sacred Heart. Discussion was tabled until the September 9, 2019 meeting.

### **15. Community Center A/C & Heating Situation**

Discussion was held on issues with the cooling and heating at the community center. After much discussion, the council directed Administrator Santjer to proceed with Roskens Plumbing & Heating to correct the issues and complete any necessary annual service.

### **16. Resolution 02-145 Authorizing and Providing for the Incurrence of Indebtedness (\$1,700,000)**

Resolution 02-145 authorizing and providing for the incurrence of indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving and/or extending municipal government and deeming it necessary for the City of Sacred Heart to raise a portion of the cost of such undertaking by issuance of its bonds in principal amount of one million seven-hundred thousand dollars was reviewed and discussed. After much discussion, a motion was made by Brooke Hebrink and seconded by Randy Johnson to approve Resolution 02-145 as presented. The motion carried 3 to 0.

Councilmember Andy Stauffer re-joined the meeting.

### **17. Maintenance/Water/Sewer Report – Dave DeLong, General Maintenance Worker**

General Maintenance Worker Dave DeLong was on hand to give the public works report. Discussion was held on mosquito spraying and remaining chemicals. Discussion was held on looking into various options for controlling mosquitos better including treatment in storm drains. Discussion was held on the status of the street sweeper and DeLong informed the council that the leak is now fixed. Discussion was held on the cracks in the roads and maintenance of the alleys.

### **18. 2020 Budget Review**

The council reviewed the presented budget with Administrator Santjer on the 2020 budget. Any suggested changes will be made to the budget and the final budget will be presented for final approval at the September 9, 2019 Regular Council Meeting.

**20. Adjourn**

A motion was made by Randy Johnson and seconded by Andy Stauffer to adjourn the meeting. The motion carried 4 to 0. Meeting was adjourned at 9:52 p.m.

ATTEST:

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

The next Regular Council Meeting is scheduled for September 9, 2019 at 7:00 p.m.

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