

City Council Regular Meeting
February 12, 2024
Monday 7:00 p.m.

The regular session of the City Council, City of Sacred Heart, Minnesota was called to order on February 12, 2024, at 7:00 p.m. by Mayor Dan Agre.

City Councilmembers present were Randy Johnson, Andy Stauffer, and Joe Kirk.

City Councilmember absent was Brooke Hebrink.

Also present were City Administrator Amy Hubbard, Liquor Store Manager Brooke Busack, Public Works Supervisor Scott Agre, Fire Chief Jeff Agre, and guests: Kevin, Dan, and Dominic.

1. Approval of Agenda

Hubbard requested discussion of SCBAs and Compressor purchase as an addition to the agenda. A motion was made by Randy Johnson and seconded by Joe Kirk to approve the agenda as presented. The motion carried 4 to 0.

2. Approval of Minutes

A motion was made by Randy Johnson and seconded by Andy Stauffer to approve the January 8, 2024 regular meeting minutes and January 25, 2024 special meeting minutes. The motion carried 4 to 0.

3. Invoices Payable

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

4. Guests: Kevin, Dan, and Dominic

Kevin, Dan, and Dominic requested conversation with the council regarding the closing and abandonment of the Sacred Heart school building. The guests explained their questioning by informing the council of the actions taken place in their community as they shut down the school recently. They are concerned about the school district abandoning the building. Council recounted how things happened when the school was shut down and provided some insight on what could've or should've been done differently. They questioned if the school district abided by the city ordinances or how violations and citations were conducted.

5. Liquor Store Report

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

PW Supervisor, Scott Agre, received roof quotes for the bar. These were presented to the council. Councilmember Randy Johnson got on the roof and did some patching. Johnson mentioned that the vents would need to be removed to stop the leaking. Agre will retrieve more quotes for patching of the roof.

Steve Hindricks contacted Busack about removing the old furnace. The council agreed that everything must be removed. Agre will help with the payload. Councilmembers discussed the need for some sheet metal to patch where the furnace is removed. Busack mentioned that the freezer keeps shutting down. Hindricks will check the circuit breaker to see if that will resolve the issue.

Busack is retrieving quotes from Greg Sanford regarding the replacement of the bathroom doors.

6. Maintenance/Water/Sewer Report – Scott Agre, PW Supervisor

Public Works Supervisor Scott Agre was present to provide the council with his report.

Agre has requested quotes from other companies. Waiting for a response. Councilmember Stauffer requested that since the winter season has been little snow and more time, this would be a good time to start entering more information into the Asset Status Tracker.

Agre presented the council with truck quotes received from a few dealerships. Agre received information at a conference regarding the state bidding for vehicles. Hubbard will be in contact with the individual.

7. SCBAs and Compressor – Financing Discussion

Fire Chief Jeff Agre was present at the meeting to discuss the financing options for the SCBAs and compressor. Hubbard, Agre, and a couple firefighters had a small meeting regarding the direction of requesting funding from the townships. Hubbard presented the council with a couple different options of how much should be requested by the townships to pay. Hubbard explained that the City received Public Safety Aid in the amount of \$22,143. Hubbard explained that the aid that was received is for all public safety entities. A motion was made by Joe Kirk and seconded by Randy Johnson to approve the distribution of the PSA as follows: \$15,000 to Fire Department Equipment Fund and \$7,143 to the Sacred Heart Injury Response Team (SHIRT). The motion carried 4 to 0. The council continued the discussion regarding how much would be funded through the city and how much would be requested by the townships. A motion was made by Randy Johnson and seconded by Andy Stauffer to approve distribution and request as follows: \$15,000 paid from Fire Department Equipment Fund, \$15,000 paid from the Public Safety Aid, \$12,000 paid from the Fall Fundraiser, \$34,000 paid from the Relief Association, \$2,100 paid from outside donations, and the remaining amount of \$84,028.72 will be divided between the townships based on the amount of sections in which the fire department covers. The motion carried 4 to 0.

8. Police Report – Monthly Summary

The January monthly summary police report was provided to the council from the Renville County Sheriff's Office for review. A total of 22 calls were taken along with 237.31 hours patrolled for the month averaging 47.46 hours a week.

9. 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 cabinets are getting put in at the EDA house. EDA members reviewed the revised By-Laws. No corrections were needed. The EDA agreed to hire an individual to do snow removal at the apartments.

10. Administrative Report – Amy Hubbard, City Administrator

Administrator Hubbard updated the council with a monthly administrative report.

Hubbard informed the council that the city audit will be on March 6-7. MCFOA Conference is March 19-22 in St. Cloud. Community Center floors will be cleaned and waxed on March 16th. The TV from Bollig was received and has been attached to the mobile TV stand.

11. Abatement of 416 3rd Ave – Update and Court Hearing Information

Administrator Hubbard presented to the council the date of the court hearing scheduled for February 13, 2024 at 1:00 pm via ZOOM. Prior to the council meeting, Hubbard was contacted by City Attorney Griffin Leitch as the homeowner was requesting an extension. Hubbard presented this information to the council. After much discussion, the council agreed to certain terms of the extension. The agreement would be as followed:

- Within 90 days, a new roof must be constructed.
- After the 90 days, they must provide information regarding the financial structure of how they plan to rehabilitate the house. They will then be given 6 months to make the house habitable.
- If they do not successfully fulfill the definitive markers, they will forfeit the property and transfer ownership to the city at no cost.
- If they can accept these terms, then the council will agree to the extension and will not go to court. We will allow them 15 days to think about this agreement.

A motion was made by Andy Stauffer and seconded by Randy Johnson to approve the extension agreement as described. The motion carried 4 to 0.

12. Transfer Savings to High Yield Money Market Savings Account

Administrator Hubbard provided brochures and documentation regarding the benefits to the City by transferring City savings to a High Yield Money Market Savings account. A motion was made by Andy Stauffer and seconded by Joe Kirk to approve the transfer. The motion carried 4 to 0.

13. 2024 LMC Insurance Renewal

Administrator Hubbard provided a copy of the insurance renewal information along with a breakdown of cost for each department. Hubbard explained that the cost of insurance went up 11.8% overall. That includes Liquor Liability, Workers Compensation, Property, and Equipment. A motion was made by Joe Kirk and seconded by Randy Johnson to approve the renewal of LMC insurance for 2024 and approve payment. The motion carried 4 to 0.

14. 2024 Tort Liability Coverage Waiver

Administrator Hubbard presented the 2024 Tort Liability Coverage Waiver form. As requested on the form, the City must choose to waive or not waive the monetary limits on municipal tort liability. A motion was made by Joe Kirk and seconded by Andy Stauffer not to waive the monetary limits on municipal tort liability by Minn, Stat. §466.04. The motion carried 4 to 0.

15. Congressionally Directed Spending Application

Laura Ostlie from Bollig, Inc sent an email to Administrator Hubbard providing information regarding the application for Congressionally Directed Spending. The council discussed that previous years have not been successful. The council feels as though it is an unnecessary expense at this time as it would cost the city application and funding fees with Bollig. A motion was made by Joe Kirk and seconded by Andy Stauffer to refrain from applying for the Congressionally Directed Spending this year. The motion carried 4 to 0.

16. Adjourn

A motion was made by Andy Stauffer and seconded by Joe Kirk to adjourn the meeting. The motion was carried 4 to 0. Meeting was adjourned at 8:48 p.m.

ATTEST:

BY _____

Amy Hubbard, City Administrator/Treasurer/EDA Director

The next Regular Council Meeting is scheduled for March 11, 2024 at 7:00 p.m.

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