

City Council Regular Meeting
January 9, 2017
Monday 7:00 p.m.

The regular session of the City Council, City of Sacred Heart, Minnesota was called to order on January 9, 2017 at 7:00 p.m. by Mayor Agre.

City Council Members present were Randy Johnson, Dick Ashburn, Scott Thompson and Brooke Hebrink. Also present were City Administrator Colette LeGare, Aaron Walton of Walton Law Group and Nathan Feist of Bollig Inc.

1. Approval of Agenda

A motion was made by Dick Ashburn and seconded by Randy Johnson to approve the agenda with the following changes adding: 10b – Raises for Lori Skalbeck & Wanda Brandt as Old Business and 11i – Verizon Cell Tower as New Business. 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 December 12, 2016 Infrastructure Public Hearing, the December 12, 2016 Truth In Taxation Meeting and the December 12, 2016 Regular Meeting. The motion carried 4 to 0.

3. Invoices Payable

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

4. Meet City Attorney Aaron Walton

Aaron Walton from Walton Law Group was on hand to discuss the services he can provide to the city for civil matters. Walton currently handles the cities criminal law issues. Walton informed the council that he also currently provides services to several other cities. Discussion was held on the current rate of \$150.00/hour rate for civil services which includes land use, code, civil nuisance issues and many other services. After much discussion, a motion was made by Brooke Hebrink and seconded by Randy Johnson to appoint Aaron Walton as the city attorney for both criminal and civil matters for 2017. The motion carried 4 to 0.

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 Sunday Liquors is off to a great start with their first Sunday open on January 8, 2017. The Sunday hours will be between 11:00 a.m. to Midnight. The passing of Sunday Liquor Sales sets up possibilities for off-sale services if passed by the state in the near future. Estum is planning to hold a Buck Tournament and Meat Raffles on Sunday's in the near future. Entertainment is scheduled for January 21, 2017 with Rook playing. Estum informed the council

that the furnace is now fixed. Door replacement for the East entrance is scheduled for the middle of the month.

6. Maintenance/Water/Sewer Report – Mike Sietsema

Maintenance Supervisor Mike Sietsema was on hand to give his report to the council. Discussion was held on a request received from Renville County Public Works for any city sign needs. No signs were needed at this time. Discussion was held on the number of street lights currently out within the city. Sietsema informed the council that a list was sent to Xcel with all the current lights out. Xcel has been in town working on them but there may be a delay due to some LED upgrades. Sietsema informed the council that there was an issue with the steering wheel on the pay loader. The part needed for repairs was roughly \$500.00.

7. SHEDA Report – Randy Johnson & Scott Thompson

Council member Johnson gave a report for S.H.E.D.A. Apartment 1 will be filled with a new tenant on March 1, 2017. Discussion was held on the County Business Innovation Grants and Loans that are available and a letter will be sent to area businesses with the opportunities available to them. SHEDA granted \$1,500.00 to Kelly's Korner to aid in the costs of upgrading their credit card system. Discussion was held on the city owned vacant lots on the southwest side of town.

8. Infrastructure Project

Nathan Feist of Bollig Inc. was on hand to discuss the infrastructure project. Feist had paperwork for the Mayor and Administrator to sign to move forward with Priority 2 financing. Feist informed the council that the paperwork is a good sign that things are moving forward for Priority 2 funding. Discussion was held on the correction period items that were remaining at the wastewater treatment plant. The eye wash has been corrected and the insulation in the control building has been installed. Sietsema discovered a new leaky valve during the cold weather the last few weeks. Pay Application No. 16 will be sent to Rural Development pending fix of this leaking valve. Feist informed the council that a labor compliance issue was discovered due to the timing of when the contract was bid and when the contract was signed. A Duinick Change Order will need to be completed to correct the wage adjustments needed to resolve the labor compliance issue. A revised Preliminary Engineering Report was submitted to Rural Development on December 20, 2016. The next construction meeting is scheduled for May 2, 2017.

9. Martin Property – Motion to approve controlled burn of demolished property

Discussion was held on the demolished property located at 313 Third Avenue S. A motion was made by Randy Johnson and seconded by Dick Ashburn to approve the controlled burn of the demolished property at 313 Third Avenue S, owned by Matt Martin with the stipulations that the ash and rock is cleaned up and there is no burial of any debris after the burn. The motion carried 4 to 0.

10. Sacred Heart Fire Relief Association Funds

Administrator LeGare informed the council that \$25,000 was received from the Sacred Heart Firemen's Relief Association which will be applied toward principal on the fire hall Loan. \$16,000 was also received from the Association for burdens to the city which will be deposited into the Fire Equipment Savings.

11. Designation and Appointments

APPOINTMENTS FOR 2017:

Acting Mayor – Randy Johnson
City Hall/Community Center Director – Colette LeGare
Assistant Weed Inspector – Mike Sietsema
Pound Master – Renville County Sheriff's Department

DESIGNATIONS FOR 2017:

Insurance Agent – Steve Agre, Agre Insurance (League of MN Cities)
Auditor – Dennis E. Oberloh, LTD
Attorney – Aaron Walton (Civil and Criminal)
Official Paper – Renville County Register
Bank – Farmers & Merchants State Bank and 4M Fund

The Council meeting dates for 2017 were set for the second Monday of each month at 7:00 p.m. to be held in the City Clerk's Office.

12. Introduce Equipment Fund Tracking Spreadsheet to the council

Tabled until next month.

13. Raises for Lori Skalbeck and Wanda Brandt

A motion was made by Brooke Hebrink and seconded by Dick Ashburn to approve the following raises:

Wanda Brandt – 3%
Lori Skalbeck - \$12.00/hour

The motion carried 4 to 0.

14. Verizon Tower

Discussion was held on lot possibilities for a Verizon Wireless cell tower within the city. After much discussion, the council decided that the city owned properties were not the best option for a cell tower as it may cause restrictions for future housing developments.

15. Adjourn

A motion was made by Randy Johnson and seconded by Dick Ashburn to adjourn the meeting. The motion carried 4 to 0. Meeting was adjourned at 8:38 p.m.

ATTEST:

BY _____
Colette LeGare, City Administrator/Clerk/Treasurer

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