

**City Council Regular Meeting  
June 12, 2017  
Monday 7:00 p.m.**

The regular session of the City Council, City of Sacred Heart, Minnesota was called to order on June 12, 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 Worker Scott Agre, Liquor Store Manager Bart Estum, Paul Jurek and Nathan Feist of Bollig Inc. and Sara Beavers of Dennis E. Oberloh, LTD. Orville Wolf and Nicole Mahlum were present in the audience.

**1. Approval of Agenda**

A motion was made by Randy Johnson and seconded by Brooke Hebrink to approve the agenda with the following additions: New Business – f. 2010 Dodge Charger Bids Received, g. Blighted Property letters, h. Summerfest Camping. The motion carried 4 to 0.

**2. Approval of Minutes**

A motion was made by Randy Johnson and seconded by Scott Thompson to approve the minutes of the May 10, 2017 Special Meeting, May 15, 2017 Regular Meeting and the May 22, 2017 Special Meeting. The motion carried 4 to 0.

**3. Invoices Payable**

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

**4. Nicole Mahlum – 512 Walnut Street E Retaining Wall**

Resident Nicole Mahlum was present to address the council with an issue with the retaining wall that was previously constructed on her property but was removed at the beginning of the infrastructure project construction. Mahlum informed the council that the slope of the yard as is causes safety issues when mowing. Mahlum requested that the retaining wall be reconstructed and paid for by the city. The council informed Mahlum that the retaining wall, as previously constructed, was in violation of the right-of-way and therefore the city would not allow reconstruction of the wall in the same location. The council also informed Mahlum that if the retaining wall is reconstructed it would need to comply with the right-of-way and setback requirements. After much discussion, the council agreed to have the project manager re-evaluate the slope of the yard and make changes as the city deems necessary. Mahlum also informed the council that construction crews dug up her garden and buried her garden stakes part way so that they are causing issues when she mows as well. The council advised Mahlum the project manager would review this issue as well.

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

Liquor Store Manager Bart Estum was present to give his report to the council. Bart addressed the council on the current condition of the bar stools. Levelers can be purchased for \$1.50 to pro-long the life of the stools. A new stool would cost \$140.00 each. Another patch was completed on the POS system. Estum hopes this will solve the issue with the computers freezing up. Bean bag league began on June 6, 2017 and has been successful with sixteen teams. Estum is going to evaluate competitor prices to see if price increases are needed. July 2, 2017 will be the first Sunday open for off-sale liquor sales.

#### **6. 2018-2020 Law Enforcement Services Agreement – Renville County Sheriff’s Office**

The 2018-2020 Law Enforcement Services Agreement with the Renville County Sheriff’s Office was reviewed and discussed. The 2018 compensation rate will remain at \$47.420 per hour. The 2019 compensation rate will increase to \$48.606 per hour. The 2020 compensation rate will increase to \$49.821 per hour. These increases reflect the cost of living increases in wages each year. A motion was made by Randy Johnson and seconded by Brooke Hebrink to accept the 2010-2020 Law Enforcement Services Agreement with the Renville County Sheriff’s Office as presented. The motion carried 4 to 0.

#### **7. Paul Jurek and Nathan Feist – Bollig Inc.**

Paul Jurek and Nathan Feist from Bollig Inc. were present to update the council on the infrastructure project. Paving is scheduled for the end of June. Work continues on the punch list items including paving, concrete and seeding. Mayor Agre addressed a concern with 316 Walnut Street W, owned by Tim Hookom. A corner of Hookom’s patio block was damaged, as well as a section of chain link fence during initial construction and removal of trees for the project. Jurek informed Agre that the issue will be addressed. A final walkthrough will be completed the second week of July to address and remaining issued with Priority 1 of the infrastructure project. Final completion is scheduled for July 17, 2017. A sanitary sewer letter of conditions is still needed for Priority 2 of the infrastructure project. Feist informed the council the bonding bill passed on May 30, 2017. Funding allocation for Priority 2 is currently being discussed with PFA and WIF. Bollig Inc. will be meeting with MNDOT in the near future for engineering of Priority 2. Sewer televising will also be completed on Hwy 212 during the Priority 2 design phase for Warner Mfg. as it was not completed during initial construction. Bollig Inc. will also be meeting with Warner Mfg. to discuss their plans for constructing a new warehouse and the water and sewer needs for the addition.

#### **8. 2016 Audit – Sara Beavers, Dennis E. Oberloh, LTD.**

The review of the 2016 Audit was presented by Sara Beavers from the office of Dennis E. Oberloh, Ltd., to the council. The audit determined that the basic financial statements present fairly, in all material respects, the financial position of the City as of December 31, 2016. The report also includes the Management’s Discussion and Analysis and the General Fund Budgetary Comparison Schedule as required by GASB. The Statement of Net Assets and Statement of Activities are fully accrued. The council reviewed the financial reports and Beavers explained various schedules. The policy establishes a year-end targeted unassigned fund balance amount for cash-flow timing needs in the range of 35%-50% of the subsequent year’s budgeted

expenditures. At the December 31, 2016, the unassigned fund balance of the General Fund was at 120.6% of the subsequent year's budgeted expenditures.

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

Councilmembers Randy Johnson and Scott Thompson gave a report for S.H.E.D.A. Discussion was held on the upgrading of the city signs. A revenue vs. expenditure analysis was reviewed by the committee to determine the average revenue per apartment per month and year. Annual walkthrough's were scheduled for June 26<sup>th</sup> at 6:00 pm. Discussion was held on the annual Summerfest FunRun put on by the EDA.

#### **10. Adopt Cleanup Ordinance Amendment 2017-01**

An amendment to city code section 302.00, an ordinance providing for annual cleanup was reviewed and discussed. A motion was made by Scott Thompson and seconded by Dick Ashburn to adopt the Cleanup Ordinance Amendment 2017-01. The motion carried 4 to 0.

#### **11. Adopt Chickens Ordinance Amendment 2017-02**

An ordinance amending code section 807.00 and 807.01 regarding livestock within the city was reviewed and discussed. A motion was made by Scott Thompson and seconded by Brooke Hebrink to adopt the Chickens Ordinance Amendment 2017-02. The motion carried 4 to 0.

#### **12. Ron Kimpling – 721 Second Ave Storm Sewer Fee**

A complaint was received from Kimpling regarding the monthly storm sewer being charged for his property located at 721 Second Ave. After much discussion the council agreed that the storm sewer for his property does not run into the city storm sewer and therefore, the fee will be removed from his billing going forward.

#### **13. Quote from Duinick Incorporated to pave Ballpark parking lot**

A quote from Duinick Incorporated for \$50,900.00 was reviewed and discussed for paving of the ballpark parking lot. Due to the cost of the project the paving will not be completed at this time.

#### **14. Sacred Heart Firemen's Relief Association Funds**

A motion was made by Randy Johnson and seconded by Dick Ashburn to request the amount of \$ from the Sacred Heart Firemen's Relief Association to lower the financial burdens of the city government. The motion carried 4 to 0.

#### **15. Bids – 2010 Dodge Charger**

Bids were presented to the council by Administrator LeGare. A total of six bids were received with the highest bid in the amount of \$4,000.00. A motion was made by Scott Thompson and seconded by Dick Ashburn to award the 2010 Dodge Charger to the highest bidder at \$4,000.00.

**16. Summerfest Camping**

Discussion was held on the possible locations to host campers July 12<sup>th</sup> through July 16 for the Annual Summerfest Celebration.

**17. Blighted Properties**

Blighted Property Cleanup letters were sent to resident's in violation on May 26, 2017. A total of 43 letters were sent. The deadline for cleanup is June 9, 2017. Administrator LeGare will continue to work with Chief Deputy Jason Mathwig on the blighted property issues.

**20. Adjourn**

A motion was made by Scott Thompson and seconded by Dick Ashburn to adjourn the meeting. The motion carried 4 to 0. Meeting was adjourned at 9:05 p.m.

ATTEST:

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

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