

**City Council Regular Meeting
March 14, 2022
Monday 7:00 p.m.**

The regular session of the City Council, City of Sacred Heart, Minnesota was called to order on March 14, 2022 at 7:00 p.m. by Mayor Dan Agre.

City Council Members present were Randy Johnson, Andy Stauffer, and Brooke Hebrink. Council Member absent was Joe Kirk. Also present were Public Works Supervisor Scott Agre, Liquor Store Manager Brooke Busack, MNDOT Ron Mortensen, Deputy Derek Koenen, Nathan Feist from Bollig Inc., Steve Agre, Jarod and Nikki Jakel, and Scott Tedrick.

1. Approval of Agenda

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

2. Approval of Minutes

A motion was made by Randy Johnson and seconded by Andy Stauffer to approve the February 14, 2022 regular meeting minutes and the February 28, 2022 special meeting minutes. The motion carried 4 to 0.

3. Invoices Payable

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

4. Liquor Store Report – Brooke Busack, Liquor Store Manager

Liquor Store Manager Brooke Busack was present to give her report to the council. Toast is on its way. Scheduled to be delivered on Tuesday. Busack discussed the ATM quotes she has received. Council agrees the Liquor Store needs to purchase a new ATM as the current one is extremely slow. The council did not make any decisions on which quote they would like to move forward with. Busack discussed the new jukebox on wall. Busack is happy to have it on the wall as it doesn't take up as much space as the other unit. Busack discussed the current condition of the sink behind the bar. She continues to put Flex Seal on it to keep it from leaking. Council agrees that the bar needs a sink as it is a major component of the bar. With the purchase of the sink, Council questioned if the size of the sink would need to change if a new bar wall was built. The current bar wall is rotting and moves when people push on it. Busack confirmed that the sink is standard size and the bar wall would be built around it. Busack and Hubbard informed the Council of an OSHA grant that could help pay for new cameras at the Liquor Store. Troy Walsh,

LMC Loss Control, will be coming to evaluate the City's concern and help with the application of the OSHA grant.

5. Hwy 212 Update – Ron Mortensen, MNDOT

Ron Mortensen, MNDOT, was present to discuss some motions required to move forward with the plans. As previously discussed at the February council meeting, the council confirmed with Mortensen that the City does not want to purchase the class 5 gravel from MNDOT, instead the City will purchase gravel as needed. A motion was made by Andy Stauffer and seconded by Randy Johnson to approve not purchasing the class 5 gravel from MNDOT. Motion carried 4-0. Mortensen requested the City allow MNDOT to dump contaminated water into the City system. Council became aware that there is no current trickling system activated, so the City would not be able to allow this water to be dumped into the City system. A motion was made by Brooke Hebrink and seconded by Andy Stauffer to approve that MNDOT is not allowed to dump contaminated water into the City system. The motion carried 4-0.

6. WTP RO, Biosolids, and Water Tower – Nathan Feist, Bollig Inc.

Nathan Feist, Bollig Inc., presented the council with a packet and agenda for discussion items. Nathan Feist provided talking points regarding Hwy 212, the RO System, Biosolids Storage, Water Tower, and several action items.

Feist provided a cost estimate regarding the moving of pipes during the Hwy 212 project. MNDOT has requested that the pipe's direction must be changed from right-of-way to right-of-way. The cost estimate shows a total of \$260,513.28, including mobilization and engineering fees.

Feist discussed the exterior block color of the new building for the WTP RO System. The current block color is a tan, brick veneer. Council briefly discussed color options, but no decision was made at this meeting. As previously discussed, the funding allows for a generator. Feist discussed the options of diesel or natural gas generators. The council discussed in great detail the pros and cons for either option. It was mentioned several times that the council would prefer something that is "self-sufficient". Council also mentioned that we would need a generator large enough for future expansions. No decision was made regarding the generator at this time.

Feist provided a pictured layout of the land around the WWTP in which the biosolids storage tank would be built. Based on the current situation, the biosolids tank would be landlocked and the City would need an easement for entry. Council and Feist discussed access options in detail. Feist will continue to look into options.

With the restoration of the water tower, the City will need to decide on paint colors and logo. Feist explained that the City can choose up to 2 colors and block lettering, as it would not cost extra. No decisions made at this time. The City will discuss ideas. Feist also explained that the antennas that are attached to the water tower will need to be removed. Public Works Supervisor Agre stated that the only antenna that is currently being used is from MVTv. MVTv will be notified when restoration commences.

Feist provided information regarding the use of Chosen Valley Testing for geotechnical services. A motion was made by Andy Stauffer and seconded by Brooke Hebrink approving the use of

Chosen Valley Testing for geotechnical services in the amount of \$4,870.00. The motion carried 4-0. KLM provided a proposal for services including design, construction, management & observation, and inspection of the water tower. A motion was made by Brooke Hebrink and Randy Johnson to approve services from KLM in the amount of \$47,938.00 for services of design, construction, management & observation, and inspection of the water tower. The motion carried 4-0. The council discussed the purchase agreement of Jeff Agre's land as it is needed for the biosolids tank. Feist explained that he will be in contact with Jeff Agre and City Attorney Aaron Walton to draft up a purchase agreement and title for the land purchase.

7. Police Report – Monthly Summary

The February monthly summary police report was provided to the council from the Renville County Sheriff's Office for review. A total of 20 calls were taken along with 179.11 hours patrolled for the month.

8. Maintenance/Water/Sewer Report – Scott Agre, Public Works Supervisor

Public Works Supervisor Scott Agre provided the public works report. Agre discussed the seal coating of the roads in town. There are several cracks that need to be repaired. Agre expressed that the current crack filler that we use looks great for a little while but then it opens and cracks again. Councilmember Johnson stated that if the workers get the crack filler into the crack it will oil up the cracks on the inside to prevent more cracking.

Agre and Hubbard expressed the need to have the City's equipment and vehicles on a 3-year rotation. Hubbard will be discussing rotation schedules with surrounding communities to see what has worked for them. Council suggested checking out leasing options for the payloader and City truck. Hubbard and Agre will work together on creating a replacement schedule for City equipment and vehicles.

9. Hotel Sacred Heart Requesting Insurance – Steve Agre, representing SHAHS

Steve Agre, Agre Insurance, approached the council as a representative of SHAHS. Agre explained that the SHAHS is needing insurance on Hotel Sacred Heart in order for USDA to consider grant options. Agre is unable to find insurance companies that will cover the hotel and the condition that it is currently in. Agre approached the City with the possibility of attaching Hotel Sacred Heart to the City's current insurance plan with LMC. Agre explained that SHAHS would pay for their portion of the insurance. Agre has not researched with LMC to see if they will provide insurance coverage, nor is it confirmed if the City would assume all liability. Agre stated that he believes that the Hotel would need to be covered for 2 years per USDA. Council requested that Agre continue to research and investigate if the Hotel can be covered under the City's insurance through LMC and who would assume liability.

10. SHEDA Report – Randy Johnson and Andy Stauffer

SHEDA member, Randy Johnson, provided the council with an update per EDA meeting. Apartment 11 tenant will be vacating April 30th. Administrator Hubbard is currently working on the prospective tenant list to find a renter. No update on Warner Manufacturing. The EDA members are currently waiting for the weather to warm up to continue demolition and clean-up. Still waiting for Xcel to hook up the electricity for the house. EDA members explained that it is difficult to do work in the house without electricity and heat. EDA members discussed further communicating with local congressmen to help mediate this issue.

11. Administrative Report – Amy Hubbard, City Administrator

Administrator Hubbard updated the council with a monthly administrative report. Hubbard discussed the City's current banking situation as there are many checking and savings accounts. Hubbard explained that we do not need to have several accounts when we have Banyon Data Systems. The Banyon system provides separation of monies. Hubbard requested that the council approve the combination of the Liquor Store and City checking accounts as well as the savings accounts. A motion was made by Brooke Hebrink and seconded by Andy Stauffer to combine the Liquor Store and City checking and savings accounts. The motion carried 4-0.

Administrator Hubbard requested a closed meeting. A motion was made by Andy Stauffer and seconded by Brooke Hebrink to conduct a closed meeting to discuss medical reasons.

12. Musselman Property – Asbestos Testing and Fire Training

Administrator Hubbard has been in communication with Fire Chief Jeff Agre regarding the burning of the Musselman property. Agre contacted Fireman Zach Chapman to conduct an asbestos testing on the house. Once this testing is concluded, Agre will be able to move forward with burning the house as fire training.

13. Liquor License Ordinance 2022-02 – 1st and 2nd Reading

Council discussed the Liquor License Ordinance 2022-02 updating the previous liquor license ordinance. A motion was made by Andy Stauffer and seconded by Randy Johnson to approve the 1st reading of the updated Liquor License Ordinance as presented in Ordinance 2022-02. The motion carried 4-0. Council did not have any changes or concerns with the ordinance as presented. The council moved forward with a final reading for approval. A motion was made by Randy Johnson and seconded by Brooke Hebrink to approve the final reading of the updated Liquor License Ordinance as presented in Ordinance 2022-02. The motion carried 4-0.

14. Cemetery Tile System – Quote from Sanders & Sons

A quote was received by Sanders & Sons to install a tile system in the cemetery and ditch to alleviate the current water issue. Councilmembers discussed who is responsible for the costs of the tile system, City or EDA. After much discussion about location of the tile lines a motion was made by Andy Stauffer and seconded by Randy Johnson to approve the service as quoted from

Sanders and Sons with additional tile at time and materials along with a tracer wire. The motion carried 4-0.

A motion was made by Brooke Hebrink and seconded by Andy Stauffer to request 50% of costs to be reimbursed by the EDA. The motion carried 3-1; Agre, Stauffer, and Hebrink voted yes and Johnson voted no.

15. Toward Zero Deaths Sign

Administrator Hubbard presented the sign given to the City from the Toward Zero Deaths organization. Hubbard explained that the sign is unable to be posted on state highways. The representative from the organization explained that other cities put their signs by parks and baseball fields. The council is not interested in putting this sign up at this time as it would require another post in which it would create another obstacle to mow around.

16. Adjourn

A motion was made by Randy Johnson and seconded by Andy Stauffer to adjourn the meeting. The motion was carried 4 to 0. Meeting was adjourned at 8:39 p.m.

ATTEST:

BY

Amy Hubbard, City Administrator/Treasurer/EDA Director

The next Regular Council Meeting is scheduled for April 11, 2022 at 7:00 p.m.
The City of Sacred Heart is an equal opportunity provider and employer.