

City Council Regular Meeting
March 18, 2024
Monday 7:00 p.m.

The regular session of the City Council, City of Sacred Heart, Minnesota was called to order on March 18, 2024, at 7:00 p.m. by Mayor Dan Agre.

City Councilmembers present were Randy Johnson, Brooke Hebrink, and Joe Kirk.

City Councilmember absent was Andy Stauffer.

Also present were City Administrator Amy Hubbard, Liquor Store Manager Brooke Busack, Public Works Supervisor Scott Agre, Maintenance Worker Dave DeLong, Fire Chief Jeff Agre, County Commissioner Dave Hamre, and guests: Rick and Chris.

1. Approval of 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 Joe Kirk and seconded by Randy Johnson to approve the February 12, 2024 regular 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.

Busack mentioned that her double door freezer went out. This freezer is used for the overstock of food. New parts were ordered. Busack expressed her happiness regarding the success of the bar in general, but mostly on the weekends. Busack is waiting for a quote from Greg Sanford to replace the doors to the bathrooms. Sanford explained to Busack that the bar should go towards a solid oak door which would not allow for the holes like the cheaper doors would.

PW Supervisor, Scott Agre, discussed the quotes provided for the liquor store roof. Agre explained what was entailed with each quote and what the issues are with the roof. After much discussion, council requested a quote from Leif Hanson as well before a determination is made.

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

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

Agre received another quote for the shop roof and the liquor store roof. Council reviewed the quotes and discussed with Agre about the shop roof. Council requested a quote from Leif Hanson for the shop roof. Leif will be finishing up the ballpark bathrooms this week. Partitions and floor have been removed. Hanson

will level the floor and install new concrete. Some of the plumbing was fixed, however it cannot be seen if there is a bigger issue underground. Agre feels that the issues have been fixed.

Agre expressed the dire need to fix the streets as there are many cracks and the need for seal coating. Agre obtained information from Bergen regarding Replay seal coating. Bergen will be coming to Sacred Heart on Tuesday, 3/19, to put down a small area of coating to show how it works and the benefits. Council mentioned that there are parts of the streets that need patching, and the maintenance crew should work on that.

6. Street Sweeping Contract with MNDOT

The council discussed the contract with MNDOT. The city currently sweeps the streets, and this would allow some reimbursement from MNDOT for the highway. A motion was made by Randy Johnson and seconded by Joe Kirk to approve Option 1 of the Street Sweeping Contract with MNDOT. The motion carried 4 to 0.

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 30 calls were taken along with 207.36 hours patrolled for the month averaging 51.84 hours a week.

8. SHEDA Report – Randy Johnson and Andy Stauffer

The Sacred Heart EDA member, Randy Johnson, provided the council with a monthly report.

The kitchen cabinets are installed in the EDA house as well as many other projects. Phase II bond will be paid off in June. The EDA has created a payment structure that will allow for all of the phases to be paid off in the next 2 years. The finance committee met for the first time to discuss the budget, expenses, revenues, etc. They will meet quarterly or as needed. Members are currently discussing dates that will work to get the cans to the recycling center.

With the progress and projects that continue to be completed at the EDA house, EDA members have requested an increase in the LOC at the bank to allow more funding to complete the house. A motion was made by Joe Kirk and seconded by Brooke Hebrink to increase the LOC to \$220,000 to help with financing the completion of the EDA house. The motion carried 4 to 0.

9. Administrative Report – Amy Hubbard, City Administrator

Administrator Hubbard updated the council with a monthly administrative report.

Hubbard informed the council that the MCFOA Conference is March 19-22 in St. Cloud, however Hubbard will not be able to attend this year. Hubbard will attempt to attend the LMC Conference this summer. Hubbard stated that there were 33 voters for the Presidential Nomination Primary. This was exceptional given the nature of the election.

Hubbard provided an update regarding our current ERP system, Banyon Data. Lori and Amy continue to have issues with the Banyon Data software system not working properly. The Banyon support team does not help with these issues. Hubbard researched other ERP systems and found gWorks. Hubbard described some of the attributes related to gWorks and how it would be more beneficial to the city. Hubbard will be completing a demo of the system. Once that is done, Hubbard will provide more information to the council.

10. Abatement of 416 3rd Ave – Court Stipulation and Order

Administrator Hubbard presented to the council the court stipulation and order from the court hearing last month. The judge approved the order as follows:

1. The Defendant Guadalupe Castillo or the buyers shall have 90 days to install a new roof on the home.
2. The Defendant Guadalupe Castillo or the buyers after 90 days will provide information regarding the financial structure/building plans of how they plan to rehabilitate the house.
3. The Defendant Guadalupe Castillo or the buyers shall then have (6) six months to have the property within compliance determined by the City of Sacred Heart.
4. If Defendant Guadalupe Castillo or the buyers do not successfully fulfill the definitive markers, they will forfeit the property and transfer ownership to the City of Sacred Heart at no cost via a Quit Claim Deed.

Based on this judgement, the homeowner will have until May 24, 2024, to install a new roof. No further discussion on the matter.

11. Township Financing for SCBAs and Compressor – Chris Giese, Wang Township

Chris Giese from Wang Township attended the council meeting after the township meeting was done. Giese explained that the letter they received from the city doesn't show what the city is contributing to the SCBAs and compressor. Hubbard explained that the breakdown is on top showing that the amount that is requested from the townships is under half of the total cost. Giese stated that it would look better if the letter was re-written to show the city's actual contribution. Councilmembers requested that Hubbard re-write the letter and send it out.

12. Discussion with County Commissioner David Hamre

County Commissioner Dave Hamre attended the council meeting later in the evening. Hamre questioned the status of the Sacred Heart school lot. Hubbard explained that the school district is still working with the contractor to finish the required paperwork that is needed for the job to be completed.

Councilmembers questioned Hamre about the daycare pods. Hamre confirmed that the county requested a \$600,000 grant for daycare centers and/or pods.

Hamre questioned the council if they had heard about Revolution Wellness, most of which did not know about it. Hamre explained that it would be a center in Olivia that would provide Big Stone Therapy with a larger area to do therapy as well as a wellness center equipped with indoor walking, fitness, etc. Hamre questioned how beneficial this would be to Sacred Heart as the county would own the building and everyone in the county would be paying for it through their taxes. Council and Hubbard explained that they feel that the only way that the facility would be used by Sacred Heart residents is if they offered transportation, it was free to senior citizens, and/or they doctor or do physical therapy there.

Hamre explained that there is money available to invest in the city parks. Hamre questioned if there was anything that the council would like to see happen to Skalbekken Park. Councilmember Johnson stated that the camping spots could be updated. Hamre explained that the only way they would accept the money is if there were no strings attached.

13. Adjourn

A motion was made by Randy Johnson and seconded by Joe Kirk to adjourn the meeting. The motion was carried 4 to 0. Meeting was adjourned at 8:08 p.m.

ATTEST:

BY _____

Amy Hubbard, City Administrator/Treasurer/EDA Director

The next Regular Council Meeting is scheduled for April 8, 2024 at 7:00 p.m.
The City of Sacred Heart is an equal opportunity provider and employer.