

City Council Regular Meeting

May 13, 2019

Monday 7:00 p.m.

The regular session of the City Council, City of Sacred Heart, Minnesota was called to order on May 13, 2019 at 7:00 p.m. by Mayor Dan Agre.

City Council Members present were Randy Johnson, Brooke Hebrink, Dick Ashburn and Andy Stauffer. Also present were City Administrator/Clerk/Treasurer Colette Santjer, Public Works Supervisor Scott Agre and Liquor Store Brooke Busack.

City Administrator Santjer was absent.

1. Approval of Agenda

A motion was made by Brooke Hebrink and seconded by Dick Ashburn to approve the agenda with the addition of building permit from Bruce Flaata to item 11d, Aaron Pape standing water issue to item 11e, Novel Energy Solutions request to item 11f, and transfer of EDA lots to item 11g all under new business. 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 minutes of the April 1, 2019 Special Meeting, the April 8, 2019 Board of Appeal & Equalization Meeting, the April 8, 2019 Regular Meeting and the May 7, 2019 Special Meeting.. The motion carried 4 to 0.

3. Invoices Payable

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

4. Liquor Store Report – Brooke Busack, Manager

Liquor Store Manager Brooke Busack was on hand to give their report to the council. Discussion was held on the profit/loss summary for April. A profit of \$2,395.56 was reported for April. A quote from Central Lakes Restaurant Supply for \$6,500.00 for a double auto fry was reviewed and discussed. The current auto fry broke down a couple times in the last week and it was suggested that the store replace the unit as it is beyond repairs. After much discussion, a motion was made by Andy Stauffer and seconded by Dick Ashburn to approve the purchase of the double auto fry. The motion carried 4 to 0. Discussion was held on the kitchen upgrades. With expenses climbing and the current sewer work needed, the kitchen upgrades were placed on hold until funds allow. A quote from J. Leal Construction LLC for removal and replacement of walls and tiling totaling \$7,000.00 was reviewed and discussed. A portion of the work is a requirement of the recent Department of Health Inspection and the remaining work is part of the sewer replacement. After much discussion, a motion was made by Andy Stauffer and seconded by Brooke Hebrink to approve J. Leal Construction LLC to complete the required construction

including removal and replacement of walls and tiling. The motion carried 4 to 0. Busack informed the council of the upcoming vendor show scheduled for this weekend.

5. Maintenance/Water/Sewer Report – Scott Agre

Public Works Supervisor Scott Agre was on hand to give his report. Two quotes were reviewed from Sweeper Services for repairs on the Street Sweeper totaling \$2,854.70 to \$5,255.47. After much discussion, a motion was made by Andy Stauffer and seconded by Brooke Hebrink to approve the repairs as presented. The motion carried 4 to 0. Discussion was held on a storm drain issued on 3rd Ave in front of the Wolf residence. Public Works Supervisor Scott Agre informed the council that Lauritson will be on-site tomorrow address the issue. Discussion was held on Murray Peterson's plan to replace the sewer line as his residence. The council directed Scott Agre to confirm with the Peterson that they will be running the sewer line to the south and avoid damaging the newly paved road. If the line needs to be run to the road, then the Peterson will be responsible for repairing any damage to the street. Discussion was held on mowing and weeding throughout town.

6. Police Report – Monthly Summary

A monthly summary report was provided to the council from the Renville County Sheriff's Office for review. A total of 34 calls were taken during the month of April. With a total of 190.75 hours patrolled for the month.

7. SHEDA Report – Randy Johnson and Andy Stauffer

Councilmembers Randy Johnson and Andy Stauffer gave the report for S.H.E.D.A. Discussion was held on the pending maintenance items at the apartments. Discussion was held on the landscaping responsibilities. Discussion was held on the sale of the vacant lots and MN Statute requirement of a Public Hearing before sale of these lots. The committee approved an increase in rent and late charges, as well as adding non-smoking all new lease agreements.

8. Sacred Heart Jaycees Liquor License – Intoxicating License Request and Discussion

Discussion was held on the request from the Sacred heart Jaycees for an intoxicating liquor license. Administrator Santjer informed the council that the Jaycees did not fall under an approved organization for a full intoxicating liquor license. Administrator Santjer will discuss the options with the city attorney and alcohol and gambling enforcement. The discussion was table until more information is obtained.

9. Craig Hebrink – Building Permit for Pool and Deck

A building permit application from Craig Hebrink for the construction of a pool and deck at 601 Walnut St West was reviewed and discussed. After much discussion, a motion was made by Randy Johnson and seconded by Dick Ashburn to approve the building permit for Craig Hebrink as presented. The motion carried 3 to 0. Brooke Hebrink abstained.

10. Bruce Flaata – Building Permit for Shed

A building permit application from Bruce Flaata for a shed at 301 7th Ave. was reviewed and discussed. After much discussion, a motion was made by Randy Johnson and seconded by Brooke Hebrink to approve the building permit for Bruce Flaata as presented. The motion carried 4 to 0.

11. Blighted Property Update

Discussion was held on the current status of blighted properties and properties cited in 2018 in which are still in violation. Administrator Santjer updated the council on the properties cited and informed the council that the 2019 blight review will be conducted on May 16th. A list will be given to the Sheriff's office for initial letters after this review.

12. Aaron Pape Property – Standing Water Issue

Discussion was held on standing water in Aaron Pape's field south of Harrison Ave. Pape inquired if the curb and landscaping was put back the same after the infrastructure project. After much discussion, it was determined that everything was replaced after the project as it was before construction and the standing water is due to the unusual winter and current wet conditions.

13. Novel Energy Solutions Request

A request for permission to use city property as a temporary lay down area during construction of the Solar Garden by Novel Energy Solutions. The council discussed the request and saw no issues with the proposed temporary use.

14. EDA Lot Transfers

Discussion was held on transferring the city-owned properties to the EDA. Discussion was also held on transferring of the Lion's park lots to the city from the EDA. Administrator Santjer will work with the city attorney to begin the transfer process.

15. Infrastructure Project – Paul Jurek from Bollig Inc.

Discussion was held on the Infrastructure Improvements Project including additional paving work. Discussion was held on additional mill and overlay on Third and Fourth Avenue and First Avenue north of Highway 212, as well as reconstruction on Walnut Street between Sixth and Eighth Avenue. After much discussion, a motion was made by Brooke Hebrink and seconded by Andy Stauffer to approve the additional paving work as presented. The motion carried 4 to 0. Total cost of the additional paving work was estimated at \$108,800.00. Discussion was held on a letter being sent to MNDOT requesting cost share on the storm water infrastructure improvement costs on Highway 212. Discussion was held on a backwash holding tank change order. A motion was made by Randy Johnson and seconded by Dick Ashburn to execute the change orders for the additional paving and backwash holding tank contingent on Rural Development approval and availability of funds. The motion carried 4 to 0. Discussion was held on the wastewater and drinking water treatment plant project. A motion was made by Randy Johnson and seconded by Dick Ashburn to sign a \$1,097,000.00 agreement for Priority 2 Wastewater Treatment Plant Improvements Project Contract with Gridor Construction contingent on

Amended 7/15/19 adding 15. Infrastructure Project – Paul Jurek from Bollig Inc. Verbiage previously omitted

engineer review. The motion carried 4 to 0. A motion was made by Randy Johnson and seconded by Dick Ashburn to execute the Notice to Proceed to Gridor Construction for the Priority 2 Wastewater Treatment Plant Improvements Project contingent on Rural Development approval of contracts. The motion carried 4 to 0. A pre-construction conference will be scheduled within the next couple weeks.

16. Adjourn

A motion was made by Brooke Hebrink and seconded by Dick Ashburn to adjourn the meeting. The motion carried 4 to 0. Meeting was adjourned at 9:26 p.m.

ATTEST:

BY _____
Colette Santjer, City Administrator/Clerk/Treasurer

The next Regular Council Meeting is scheduled for June 10, 2019 at 7:00 p.m.

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