

**City Council Regular Meeting
November 13, 2017
Monday 7:00 p.m.**

The regular session of the City Council, City of Sacred Heart, Minnesota was called to order on November 13, 2017 at 7:00 p.m. by Mayor Agre.

City Council Members present were Dick Ashburn, Randy Johnson Andrew Stauffer and Brooke Hebrink. Also present were Public Works Supervisor Mike Sietsema, Liquor Store Manager Bart Estum, and Paul Jurek from Bollig, Inc.

1. Approval of Agenda

A motion was made by Brooke Hebrink and seconded by Dick Ashburn to approve the agenda with the following changes adding: Building Permit – Deb Hilbrands to 11c and Stacy’s Nursery – Winter Planters Invoice to 11d under New Business. The motion carried 4 to 0.

2. Approval of Minutes

A motion was made by Randy Johnson and seconded by Andrew Stauffer to approve the minutes of the October 16, 2017 Regular 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. Maintenance/Water/Sewer Report – Mike Sietsema

Maintenance Supervisor Mike Sietsema was on hand to give his report to the council. Sietsema met with Nathan Feist from Bollig Inc. before the meeting to review preliminary designs for Phase II of the Infrastructure Project. Discussion was held with Mr. Feist regarding placement of a RV dump station within Phase II construction phases. Councilmember Johnson asked if the new water valves had been exercised. Sietsema informed councilmember Johnson that the valves have been checked and minor issues were found and have been resolved. Sietsema informed the council that these valves will be checked roughly twice a year going forward. Discussion was held on the perimeter lighting on main street. With the condition of the current light bulbs and the expense of replacements, the council decided it was best to leave the perimeter lighting off until budgeted in the future.

5. Paul Jurek – Bollig Inc.

Paul Jurek from Bollig Inc. was present to update the council on the infrastructure project. Jurek informed the council that the punch list items have been completed. Any new remaining punch list items will be included in Phase II of the Infrastructure Project. A final pay application (#14) for Duinick Inc. and Change Order (#5) were reviewed and discussed. A motion was made by Brooke Hebrink and seconded by Dick Ashburn to approve the final pay application (#14) for

Duininck Inc. and change order (#5) and accept completion of Phase I of the Infrastructure Improvements Project. The motion carried 4 to 0. Discussion was held on the waterline under Railroad Street and the Cenex Cooperative. Preliminary Design Drawings for Phase II of the Infrastructure Project were recently dropped off at the City Clerk's Office and are available for review.

6. Police Report – Monthly Summary from Renville County Sheriff's Office

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 October. With a total of 162.50 hours patrolled for the month.

7. Liquor Store Report – Bart Estum

Liquor Store Manager Bart Estum was present to give his report to the council. Estum informed the council that the entertainment held the previous weekend was slow due to farmers still being in the fields. Entertainment is scheduled for the Wednesday, November 22nd with Big Mike. A comedian, Kevin Kraft, is also scheduled for the Friday, November 24th. Sunday liquor still remains steady. A revenue and expense report was reviewed and discussed showing a current year-to-date loss of \$7,476.70 due to high beer expense this month and low sales with the harvest season in progress.

8. SHEDA Report – Randy Johnson

Councilmembers Randy Johnson gave a report for S.H.E.D.A. Johnson informed the council that an apartment repair list was reviewed and discussed. Discussion was held on the estimated cost to place solar lighting on the city signs on the west and east entrances of town. A discussion was also held on the Renville County EDA annual grant and loan opportunities available for the organization, city and businesses within the city.

9. Sacred Heart Historical Society Solar Garden

Discussion was held on the proper requirements for granting a permit for construction of a solar garden within city limits. The Sacred Heart Historical Society has been working with a company to construct a solar garden on the northwest side of town. Administrator LeGare will consult with the city attorney on what the city should require for such construction.

10. Brewery Status – Letter Sent

Discussion was held on the safety concern with the building located at 243 Second Avenue North. Administrator LeGare informed the council that a letter was sent to the owner requesting correction of minor safety concerns by November 30, 2017 and major safety concerns by May 31, 2018.

11. Resolution 02-113 Canvassing the 2017 Municipal Election Results

Election results were reviewed for the 2017 Municipal Election including the offices of Mayor and two Councilmember positions. A motion was made by Brooke Hebrink and seconded by Andrew Stauffer to approve Resolution 02-113 canvassing returns of the municipal election and declaring the following results:

MAYOR (2-year term)	#Votes
Dan Agre	82
Craig Hebrink	9
COUNCILMEMBERS (4-year term)	
Randy Johnson	63
Dick Ashburn	51
Tara Agre	34
Jeremy Pharr	29
Craig Hebrink	1
Brooke Hebrink	1
Kelly Martin	1
Andrew Stauffer	1

The motion carried 4 to 0.

12. Resolution 02-114 Certifying unpaid city bills to county

A motion was made by Randy Johnson and seconded by Dick Ashburn to direct Administrator LeGare to report any unpaid bills for the City of Sacred Heart to the Renville County Auditor for assessment on taxes.

13. Building Permit – Deb Hilbrands, Carport

A building permit was reviewed and discussed for Deb Hilbrands for placement of a carport with sides at 208 3rd Ave. A motion was made by Randy Johnson and seconded by Dick Ashburn to approve the building permit as presented. The motion carried 4 to 0.

14. Stacy’s Nursery Invoice

An invoice was reviewed and discussed from Stacy’s Nursery for winter greenery for the city planters totaling \$479.00. A motion was made by Dick Ashburn and seconded by Brooke Hebrink to pay the invoice as presented. The motion carried 4 to 0.

20. Adjourn

A motion was made by Dick Ashburn and seconded by Andrew Stauffer to adjourn the meeting. The motion carried 4 to 0. Meeting was adjourned at 8:48 p.m.

ATTEST:

BY _____
Colette LeGare, City Administrator/Clerk/Treasurer

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