

**City Council Regular Meeting
October 14, 2019
Monday 7:00 p.m.**

The regular session of the City Council, City of Sacred Heart, Minnesota was called to order on October 14, 2019 at 7:00 p.m. by Mayor Dan Agre.

City Council Members present were Randy Johnson, Brooke Hebrink, Andy Stauffer and Dick Ashburn. Also present were Liquor Store Manager Brooke Busack, City Administrator/Clerk/Treasurer Colette Santjer, and Public Works Supervisor Scott Agre, resident Ross Rieke, Don Williamson from West Central Sanitation and Lisa Neutgens on behalf of the Community Garden.

1. Approval of Agenda

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

2. Approval of Minutes

A motion was made by Randy Johnson and seconded by Dick Ashburn to approve the minutes of the September 4, 2019 Public Hearing (Warner Mfg Variance & Zoning Requests), the September 9, 2019 Public Hearing (Municipal Liquor Store), the September 9, 2019 Regular Meeting and the September 16, 2019 Special Meeting. The motion carried 4 to 0.

3. Invoices Payable

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

4. Ross Rieke – Adjacent Lot

Ross Rieke was present to request that the council recommend to the County Auditor-Treasurer to auction Parcel #37-00685-00, an adjacent lot to his property in which the house currently sits partially on, to adjacent landowners only. Due to the current situation with the home situated partially on this lot, as well as the City having no interest in purchasing the lot, a motion was made by Randy Johnson and seconded by Andy Stauffer to approve an authorization letter be drafted to the County Auditor recommending that Parcel #37-00685-00 be auctioned through an adjacent property owner sale. The motion carried 4 to 0.

5. Certify Unpaid Garbage Bills – Don Williamson, West Central Sanitation

Don Williamson from West Central Sanitation was on hand to address any resident disputes with their unpaid garbage bills. No residents were present for the hearing. A motion was made by Randy Johnson and seconded by Andy Stauffer to send any unpaid garbage bills to the County to be assessed to the resident's tax roll. The motion carried 4 to 0.

6. Community Garden – Lisa Neutgens

Lisa Neutgens was present on behalf of the Community Garden to discuss the current condition of the garden after project construction took place this summer. Neutgens asked the council if they would like the City to take over the garden due to the amount of work needed to get the garden back to the condition they had it in before the project. The council explained to Lisa that the garden is on an outstanding punch list with the contractors and will be corrected before any final payment is released. Neutgens will check with other volunteers to see if there is still interest in continuing the garden if the contractor or city get it back to the previous condition.

7. Infrastructure Project – Change Order #4

Change Order #4 for overrun and underruns on Phase II of the infrastructure project, including some additional pavement completed, was reviewed and discussed. After much discussion, a motion was made by Randy Johnson and seconded by Dick Ashburn to approve Change Order#4 as presented, totaling \$332,503.57. The motion carried 4 to 0.

8. Liquor Store Report – Brooke Busack, Manager

Liquor Store Manager Brooke Busack was on hand to give her report to the council. Review of the monthly financials was completed with an increase in sales. Busack informed the council that the decision was made to not purchase a cord for entertainment due to the uncertainty of its use. Discussion was held on payment to J. Leal Construction and Administrator Santjer was directed to hold payment until the rest of the flooring has been completed. Discussion was held on final payment to Bisbee Plumbing & Heating.

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

Public Works Supervisor Scott Agre was on hand to give the public works report. Three quotes for a refrigerator sampler were reviewed and discussed. After much discussion, a motion was made by Andy Stauffer and seconded by Dick Ashburn to approve the purchase. The motion carried 4 to 0. Quotes for several Hustler lawn mowers were reviewed and discussed. Purchase was tabled due to lack of funds. Discussion was held on tree trimming. A quote from InControl for water treatment plant improvements was reviewed and discussed. Discussion was held on the status of Well #5. Agre informed the council that he passed his Class C Water Exam. Discussion was held on the policy for a raise with water and sewer licensing. The city currently has no policy in place regarding raises for employees who get these licenses. City Administrator Santjer will look into a policy the city can put in place.

10. 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 27 calls were taken during the month of August. With a total of 144 hours patrolled for the month.

11. SHEDA Report – Randy Johnson and Andy Stauffer

Councilmembers Randy Johnson and Andy Stauffer gave the report for S.H.E.D.A. Jordan Zeller, from the Renville County EDA and Chad Adams, from the Southwest Minnesota Housing Partnership were present to discuss options for single-family housing and rental housing development. Sonja Thune was present to discuss the Yellowstone Trail Alliance upcoming events and meetings. Thune also asked the

committee to renew their membership. Discussion was held on several apartment maintenance items including a cleaning list for move outs.

12. Approve Election Judges for the November 6, 2018 General Election

A motion was made by Brooke Hebrink, and seconded by Andy Stauffer to approve the following as election judges for the November Municipal Election: Colette Santjer, Head Election Judge, Barb Johnson, Mike Mahlum, Bill Friday, and Orville Wolf if needed. The motion carried 4 to 0.

13. Resolution 02-147 Designating

Resolution 02-147 designating the Community Center as the 2020 Polling Precinct Location for the City of Sacred Heart was reviewed and discussed. A motion was made Andy Stauffer and seconded by Dick Ashburn to approve Resolution 02-147 as presented. The motion carried 4 to 0.

14. MNDOT Highway 212 Storm Water

Discussion was held on an inquire from MNDOT regarding the purchasing of two lots within city limits to hold storm water from Highway 212 in the effort to slow down flow into the city storm drains. The property to be purchased is privately owned and is the responsibility of MNDOT. The city found no issues with the request.

15. Quote for Fire Hall Roof

A quote from Rice Companies for the replacement of the leaking roof at the fire hall was reviewed and discussed. Administrator Santjer is currently working on a grant through Rural Development to help offset the cost of this needed replacement. The grant would cover 75% of the cost.

16. Legion – Gun Safe

Discussion was held on a request from the American Legion to place a small gun safe in the police office to store their guns. After much discussion, the council found no issue with this placement and authorized Administrator Santjer to give them the go ahead.

17. Adjourn

A motion was made by Randy Johnson and seconded by Dick Ashburn to adjourn the meeting. The motion carried 4 to 0. Meeting was adjourned at 8:21 p.m.

ATTEST:

BY _____
Colette Santjer, City Administrator/Clerk/Treasurer

The next Regular Council Meeting is scheduled for November 12, 2019 at 7:00 p.m.

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