

**City Council Regular Meeting  
October 8, 2018  
Monday 7:00 p.m.**

The regular session of the City Council, City of Sacred Heart, Minnesota was called to order on October 8, 2018 at 7:00 p.m. by Mayor Dan Agre.

City Council Members present were Randy Johnson, Dick Ashburn, and Brooke Hebrink. Council Member Andy Stauffer was absent. Also present were David Drown from David Drown Associates, Don Williamson from West Central Sanitation, City Administrator/Clerk/Treasurer Colette Santjer, Public Works Supervisor Mike Sietsema and Liquor Store Manager Bart Estum.

**1. Approval of Agenda**

A motion was made by Dick Ashburn and seconded by Brooke Hebrink to approve the agenda as presented.

**2. Approval of Minutes**

A motion was made by Brooke Hebrink and seconded by Dick Ashburn to approve the minutes of the September 10, 2018 Regular Meeting and the September 17, 2018 Special Meeting (MNDOT 2021 Project and Resolution 02-129). The motion carried 3 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 3 to 0.

**4. 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 Brooke Hebrink to send any unpaid garbage bills to the County to be assessed to the resident's tax roll. The motion carried 3 to 0.

**5. David Drown from David Drown Associates – Phase II Financing**

David Drown from David Drown Associates was present to discuss assessments of utility treatment costs. Discussion was held on the number of tax parcels and who should be assessed. After review of the total number of buildable lots within the city, the cost of assessment proposed is \$2,000.00 per parcel. Resolution 02-131 Receiving Preliminary Report and Calling Public Hearing on Utility Improvements of 2019 was reviewed and discussed. A motion was made by Randy Johnson and seconded by Brooke Hebrink to approve Resolution 02-131 as presented. The motion carried 3 to 0. Resolution 02-132 Calling a Hearing on Assessments for the Utility Improvements of 2019 was reviewed and discussed. A motion was made by Dick Ashburn and seconded by Randy Johnson to approve Resolution 02-132 as presented and schedule a Public Hearing for November 12, 2018 at 6:00 p.m. to discuss the proposed assessments with residents and give them the opportunity to voice any

concerns. The motion carried 3 to 0. A motion was made by Brooke Hebrink and seconded by Dick Ashburn to change the Regular Council Meeting on November 12, 2018 to immediately follow this hearing. The motion carried 3 to 0.

#### **6. Liquor Store Report – Bart Estum**

Liquor Store Manager Bart Estum was on hand to give his report to the council. Estum informed the council of entertainment scheduled for Halloween on October 27<sup>th</sup> and November 3<sup>rd</sup> for Deer Hunting. Discussion was held on the procedures for ATM cash replenishing. Discussion was also held on a resolution opposing the sale of strong beer, spirits and wine in grocery and convenience stores. Administrator Santjer will be working with Bart to draft a resolution for approval at next month's meeting.

#### **7. Infrastructure Project – Brian Bollig, Paul Jurek and Josh Johnson from Bollig Inc.**

Brian Bollig, Paul Jurek and Josh Johnson were present from Bollig Inc. to update the council on the infrastructure project. Discussion was held on the backwash discharge from the water treatment plant and the options for correcting the violation, proposed salty water discharge and the Point Source Implementation Grant eligibility for each of these options.

#### **8. Maintenance/Water/Sewer Report – Mike Sietsema**

Maintenance Supervisor Mike Sietsema was on hand to give his report. A quote from Heiling Construction Inc. for replacement of a concrete sidewalk by the city shop as reviewed and discussed in the amount of \$1,670.00. Sietsema will be obtaining a second quote before any decision is made. Discussion was held on the plan for replacing Sietsema upon his retirement planned at the end of February 2019. After much discussion, the council directed Administrator Santjer to go ahead and begin advertising for replacement of Scott Agre's General Maintenance Worker position with the plan that Agre be promoted to replace Sietsema upon his retirement.

#### **9. SHEDA Report – Randy Johnson**

Councilmember Randy Johnson gave the report for S.H.E.D.A. Johnson informed the council that Scott Tedrick and Sonja Thune were present at the meeting on behalf of the Yellowstone Trail Alliance of Western Minnesota. Johnson continued to brief the council on the purpose of their visit and their search for members. After much discussion, a motion was made by Randy Johnson and seconded by Dick Ashburn to approve membership to the YTAWMN for a \$50.00 recurring annual fee. The motion carried 3 to 0. Johnson also informed the council that discussion was held by the EDA committee regarding the status of rent from tenants and the advertising of the vacant lots the EDA owns on the southwest edge of town.

#### **10. 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 35 calls were taken during the month of September. With a total of 153.00 hours patrolled for the month.

**12. 243 2<sup>nd</sup> Ave N. – Criminal Process or Civil Hazardous Building Process – Council Direction**

Discussion was held on the current condition of the property located at 243 2<sup>nd</sup> Ave N. After much discussion, a motion was made by Randy Johnson and seconded by Dick Ashburn to authorize City Attorney Aaron Walton to proceed with the criminal process on this property.

**13. Manure Piling - Timeframe**

Discussion was held on manure piling within city limits. After much discussion the council directed Administrator Santjer to proceed with notifying agricultural land owners within city limits that manure must not be piled before September 1<sup>st</sup> of each year, and must be spread and worked in within one week of piling.

**14. Approve Election Judges for the November 6, 2018 General Election**

A motion was made by Dick Ashburn, and seconded by Brooke Hebrink to approve the following as election judges for the November General Elections: Colette LeGare, Head Election Judge, Barb Johnson, Mike Mahlum, Bill Friday, Orville Wolf, Berdelle Enestvedt and Lori Skalbeck. The motion carried 3 to 0.

**15. Resolution 02-130 Advance Agreement and Approval of \$1,531,000 GO Bond Purchase with Minnesota Rural Water**

Resolution 02-130 authorizing execution of an advance agreement and participation in joint powers authority for a water, sewer and storm sewer project for the City of Sacred Heart, Minnesota and accepting the offer of the Minnesota Rural Water Finance Authority to purchase a \$1,531,000 General Obligation Utility Revenue Bond Anticipation Master Note of 2018 and providing its issuance was reviewed and discussed. After much discussion, a motion was made by Randy Johnson and seconded by Dick Ashburn to approve Resolution 02-130 as presented. The motion carried 3 to 0.

**19. Adjourn**

A motion was made by Randy Johnson and seconded by Dick Ashburn to adjourn the meeting. The motion carried 3 to 0. Meeting was adjourned at 9:16 p.m.

ATTEST:

BY \_\_\_\_\_  
Colette Santjer, City Administrator/Clerk/Treasurer

The next Regular Council Meeting is scheduled for October 8, 2018 following the Public Hearing at 6:00 p.m.

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