

**City Council Regular Meeting
September 11, 2017
Monday 7:00 p.m.**

The regular session of the City Council, City of Sacred Heart, Minnesota was called to order on September 11, 2017 at 7:00 p.m. by Mayor Agre.

City Council Members present were Dick Ashburn, Randy Johnson and Brooke Hebrink. Also present were Public Works Supervisor Mike Sietsema, Liquor Store Manager Bart Estum, and Orville Wolf was present in the audience.

1. Approval of Agenda

A motion was made by Randy Johnson and seconded by Dick Ashburn to approve the agenda with the following changes adding: 10h - Unpaid Citations as Old Business and 11g - Ryan Triebenbech building permit for privacy fence and 11h – Brandon Watson building permit for entry way as New Business. 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 August 14, 2017 Regular Meeting with the following change: addition of adding verbiage of “with regret” before “a motion was made by Randy Johnson” and “,”The Motion Carried 2 to 1” under Scott Thompson Resignation. 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. Ryan Triebenbech – Building permit for privacy fence

A building permit was reviewed and discussed from Ryan Triebenbech for the addition of a privacy fence around the property at 417 5th Ave. A motion was made by Randy Johnson and seconded by Dick Ashburn to approve the building permit as presented. The motion carried 3 to 0.

5. Brandon Watson – Building permit for privacy fence

A building permit was reviewed and discussed from Brandon Watson for the reconstruction of an entry way on his house located at 313 Walnut St E. A motion was made by Brooke Hebrink and seconded by Dick Ashburn to approve the building permit as presented. The motion carried 3 to 0.

6. Liquor Store Report – Bart Estum

Liquor Store Manager Bart Estum was present to give his report to the council. A revenue and expense report was reviewed and discussed. Discussion was held on the electricity expense incurred at the Liquor Store. LED Lighting for the outside lights was discussed and Estum will be working with Sietsema to price out the upgrade. Entertainment by Down Road Band is scheduled for Friday, September 22nd for the Jaycees Rodeo weekend. Pool and dart leagues are scheduled to begin in a month.

7. Maintenance/Water/Sewer Report – Mike Sietsema

Maintenance Supervisor Mike Sietsema was on hand to give his report to the council. A summary was reviewed and discussed from Nathan Feist of Bollig Inc regarding the infrastructure project. Duinick is scheduled to finish seeding, along with any punch list items including driveways and alleys, in September. Cleaning and televising the sewer along Highway 212 was completed today, September 12, 2017, by Empire Pipe. Bollig, along with Mike Sietsema, met with sub consultant engineers last week to discuss the layout of the new primary clarifier at the wastewater plant which is included in the project plans for Priority 2 of the Infrastructure Project. Preliminary plans are coming together for the utilities portion of the Priority 2 project and will be submitted to Rural Development soon. Sietsema informed the council that Scott Agre passed his Class D wastewater certification and will be attending the Land Application for Bio solids seminar this week and will take the exam for certification. Sietsema also informed the council that the double door ordered for water treatment plant was delivered as the wrong size and completion is delayed until the correct door is received. The council thanked Sietsema for staying on top of mosquito spraying and Sietsema informed the council that one more application will take place this week, with two applications the following week in preparation for the Sacred Heart Jaycees Rodeo and Street Dance on September 23, 2017.

8. Cleanup Day

A motion was made by Randy Johnson and seconded by Dick Ashburn to schedule cleanup day for October 28, 2017 from 9:00 a.m. to 12:00 p.m. The motion carried 3 to 0. Residents are encouraged to rid their properties of unsightly debris and appliances. No garbage will be collected at the cleanup site.

9. Martin Property Cleanup

Discussion was held on the current status of the demolished home at 313 Third Ave. A letter will be drafted with the city attorney requesting a final cleanup deadline.

10. Police Report

A monthly summary report was reviewed from the Renville County Sheriff's Office. A total of 37 calls were taken during the month of August. With a total of 163.50 hours patrolled for the month.

11. SHEDA Report – Randy Johnson

Councilmembers Randy Johnson gave a report for S.H.E.D.A. The committee discussed and reviewed a list of apartment issues to be addressed as a result of the annual walkthrough's. Discussion was held on the completion of the back of the city signs. A profit/loss report was reviewed for the annual Summerfest Walk/Run which resulted in a profit of \$304.00 for the 2017 event.

12. Kamps tillable acres - rent

Discussion was held on the conditions of the city owned property rented to Mike Kamps for the use of alfalfa. Mayor Agre will discuss the situation with Kamps and determine a fair rent for the first year due to the extra tillage Kamps had to complete as well as poor crop return.

13. Council Vacancy and EDA Rep appointment

Discussion was held on the current council vacancy and EDA representative position. Brooke Hebrink suggested the council appoint Andy Stauffer to fill the vacant positions. With no other suggestions being made, Administer LeGare will complete the necessary paperwork for appointment at next month's council meeting.

14. Approval of Proposed 2018 Budget

A motion was made by Randy Johnson and seconded by Dick Ashburn to approve the following budget: The motion carried 3 to 0.

GENERAL FUND BUDGETED EXPENDITURES	\$605,149	
Less GENERAL FUND LOCAL GOVERNMENT AID	208,778	
Less GENERAL FUND OTHER REVENUE	61,117	
Less RESERVES	<u>46,991</u>	
TOTAL GENERAL LEVY	<u>\$288,263</u>	
GENERAL FUND LEVY	\$288,263	69%
FIRE HALL DEBT	29,666	7%
DISPOSAL PLANT LOAN	<u>101,169</u>	24%
TOTAL 2017 LEVY	<u>\$419,098</u>	

15. Unpaid Citations

Discussion was held on the remaining unpaid blighted property citations issued in July for non-compliance. Administrator LeGare informed the council that there are eight citations that remain unpaid, with one being a citation issued for unlicensed pets. Administrator LeGare informed the council that these properties remain in violation as cleanup as not been complete. Administrator will work with Chief Deputy Mathwig to draft one final letter requesting payment of citation and cleanup of property. If not fulfilled, the process will move forward with the city attorney.

16. Reschedule October Council Meeting to October 16, 2017 (due to Holiday)

A motion was made by Brooke Hebrink and seconded by Dick Ashburn to move the October council meeting from its regular scheduled date of October, 9 2017 to October 16, 2017 at 7:00 p.m. due to a Federal Holiday. The motion carried 3 to 0.

17. Approve Election Judges for General City Election

A motion was made by Randy Johnson and seconded by Dick Ashburn to approve the following as election judges for the November General City Election: Barb Johnson, Bill Friday, Mike Mahlum and Orville Wolf. The motion carried 3 to 0.

18. Employee Health Insurance Rate Increase/Plan Change

Administrator LeGare informed the council that the current Health Insurance plan rates would be increasing by 43% in 2018. This plan is one of the older plans, with great benefits which most organizations have had to change in recent years due to high premium increases. Administrator LeGare informed the council that herself, along with Mayor Agre, met with Nathan Ammermann from A Plus Insurance Agency and reviewed different plan options. A plan similar to the current plan was presented to the council and discussed. The current individual plan premium is \$595.00 per month and a family plan premium is \$1112.50 per month. The new plan presented will increase to \$700.00 per month for a single premium and \$1,297.50 per month. A motion was made by Dick Ashburn and seconded by Brooke Hebrink to approve the change to the new plan as presented. The motion carried 3 to 0. The new plan will take effect January 1, 2018.

19. Set Truth and Taxation Meeting

The Truth and Taxation Meeting was set for December 11, 2017 at 7:00 p.m. with a continuation meeting for December 18, 2017 at 7:00 p.m. if needed. The meeting will be held at the Sacred Heart Community Center.

20. Hearing for West Central Sanitation

The hearing for West Central Sanitation was set for October 16, 2017 at 7:00 p.m. at the Sacred Heart Community Center.

21. 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 8:18 p.m.

ATTEST:

BY _____
Colette LeGare, City Administrator/Clerk/Treasurer

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