

**City Council Regular Meeting Continuation  
September 20, 2021  
Monday 7:00 p.m.**

The continuation of the regular session of the City Council, City of Sacred Heart, Minnesota was called to order on September 20, 2021 at 7:00 p.m. by Mayor Dan Agre.

City Council Members present were Brooke Hebrink, Randy Johnson, and Andy Stauffer. Also present were Administrator Amy Hubbard, Chief Deputy Jason Mathwig, Jeff Agre, Scott Tedrick, and Ross Rieke.

**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. Maintenance Requests**

Quotes were presented to council involving John Deere from Kibble, Bobcat, and Kubota. Council discussed in great detail the specs of each unit. The unit in question is to replace the current John Deere whereas the unit would provide snow removal with a blower as well as many other add-ons. Some of the units would need to be ordered soon or we would not get them in time for the first snowfall. Council suggested renting a blower if not received by snowfall. Council discussed the pros and cons of each unit allowing them to conclude on purchasing the John Deere with all attachments from Kibble. A motion was made by Andy Stauffer and seconded by Randy Johnson to purchase the John Deere with all attachments from Kibble dealer. The motion carried 4 to 0.

In previous discussion, Council had questioned options for purchasing a newer pickup truck for the city. Administrator Hubbard explained that we should wait until next year to budget it in for 2023. There are options with governmental surplus warehouses in which we will monitor for pickups of interest.

Council briefly discussed the option of adding a railing to the entrance of the community center front door at the previous meeting. Administrator Hubbard presented pictures of the front of the building along with drawings of the potential railing as discussed. Councilmembers agreed that the railing should be on the southside of the paved entrance whereas it would be connected to the building extending out to the sidewalk. Administrator Hubbard also mentioned the need of lettering above the window of the City Clerk's office on the exterior of the building stating "City Hall". Council agreed to move forward as long as the lettering was consistent with the lettering already attached the exterior of the building.

### **3. Jaycee's Liquor License information from Aaron Walton**

City Attorney Aaron Walton provided email communication with Administrator Hubbard pertaining to the intoxicating liquor license information. Council requested that Administrator Hubbard and Walton work together to construct an updated ordinance in accordance with state statutes.

### **4. 243 2<sup>nd</sup> Ave – Update and Quotes Provided**

Sacred Heart resident and owner of 243 2<sup>nd</sup> Ave, Ross Rieke was present to discuss the current status of the abatement as well as the proposed bids that the City has received. Rieke insisted to the council that they were in violation of the open meeting law stating that the meeting was not posted. Administrator Hubbard explained that we post meetings at the Community Center (on bulletin board), Post Office, Citizen's Alliance Bank, Kelly's Korner, Cenex, and Sacred Heart Liquors. Councilmembers questioned Rieke about the items still housed within the building. Rieke refused to answer stating that he wanted to move forward to the quotes. Council discussed the quote received for asbestos removal. A motion was made by Andy Stauffer and seconded by Randy Johnson to approve the asbestos removal as estimated by Jerome Meidl. The motion carried 4 to 0. Council then moved on to discuss the current quotes received by the city. Rieke interjected while stating several times that the council does not have 2 current quotes to move forward with a motion. Rieke stated that Jakel's quote for demolition was "dead as of 30 days making it 9/19/21". Council indicated to Rieke that Jakel has not approached the City to pull his quote from recognition of a motion. Councilmember Stauffer explained to Rieke that if Jakel's quote were to be selected then the City would be in contact with Jakel to ensure that his quote was still valid. Councilmember clarified that there is a court order allowing the City to move forward with razing the building as it was previously determined unsalvageable. Rieke questioned how the City would be funding the project of demolition. Councilmembers explained that demolition would be paid with City funds up front. The City would then invoice Rieke for debt incurred. If the invoice is not paid within the stated amount of days then the City will move forward with assessing the amount to the property. Rieke ended his portion of conversation by stating "several things are coming your way" threatening that this process is illegal. Council moved forward as they discussed the quotes received by CMF and Jerod Jakel. The quote received from CMF proposed demolition with backfilling the basement at a cost of \$20,105.00 without the cost of landfill fees that will be directly billed to the city. The quote received from Jerod Jakel proposed demolition with backfilling the basement and no disposal fees of the brick and cement at a cost of \$60,000.00. A motion was made by Andy Stauffer and seconded by Randy Johnson to accept the \$20,105.00 quote from CMF to remove building via demolition. The motion carried 4 to 0.

## **5. Approve Proposed Budget for 2022**

Council discussed various budget items. Administrator Hubbard explained that the proposed levy would have a 0% increase from last year. A motion was made by Brooke Hebrink and seconded by Andy Stauffer to approve the 2022 proposed budget as presented. The motion carried 4 to 0.

## **6. Direct Deposit for Payroll – Banyon Data Systems add-on**

Administrator Hubbard provided a quote from Banyon Data Systems indicating the add-on price to set up direct deposit for payroll of all city employees. Administrator Hubbard explained the reasoning behind this set up regarding the failure to cash checks or the loss/misplacement of checks. Reissuance of said checks requires many steps in which the financials are then off especially when several months have passed. A motion was made by Andy Stauffer and seconded by Brooke Hebrink to purchase the direct deposit add-on in the amount of \$1,190.00. The motion carried 4 to 0.

## **7. Approve Certificate of Final Approval**

Nathan Feist, Project Engineer at Bollig, conducted email communication with Administrator Hubbard explaining that Rural Development needs to close the CF Loan. In order to close the loan, a Certificate of Final Approval was needed. Feist explained that the City can withhold the final payment from Gridor until the City deems that the work is complete. A motion was made by Randy Johnson and seconded by Andy Stauffer approving the Certificate of Final Approval for the WWTP Infrastructure Project whereas the City will withhold the final payment to Gridor until the City deems that the work is complete.

## **8. Trunk Highway Snow Removal Options**

MNDOT provided options for snow removal of trunk highway. A motion was made by Andy Stauffer and seconded by Brooke Hebrink to approve option 1 as presented by MNDOT regarding the snow removal on trunk highways. The motion carried 4 to 0.

## **9. Adjourn**

A motion was made by Randy Johnson and seconded by Andy Stauffer to adjourn the meeting. The motion carried 4 to 0. Meeting was adjourned at 7:47 p.m.

ATTEST:

BY \_\_\_\_\_  
Amy Hubbard, City Administrator/Treasurer/EDA Director

The next Regular Council Meeting is scheduled for October 11, 2021 at 7:00 p.m.  
The City of Sacred Heart is an equal opportunity provider and employer.