

Regular City Council Meeting  
November 9<sup>th</sup>, 2015  
Hebron Community Center

Present at the meeting were; Mayor Grant Walth, Council President Ken Rehling, Councilman Steve Dittus, Councilman Harvey Tibor, Council Vice President Chester Brandt, Councilman Jim Staiger , City Supervisor Jim Raaf, Building Inspector Joe Reinbold, and City Auditor Erin Brink. Also present at the meeting were; Jane Brandt, Kyle Manning City Engineer, Librarian Sabrina Serfling, and Deputy Jason Krizan. Not present at the meeting were Councilman Jesse Zuroff and City Attorney Scott Solem.

Mayor Grant Walth called the meeting to order at 7:00pm. City Attorney Solem arrived at 7:02pm. The October 12<sup>th</sup> Council meeting minutes were read and a motion to approve them was made. Rehling/Tibor MCU

The October vouchers were read, a correction was reviewed and a motion to approve the vouchers was made. Brandt/Dittus MCU

Building permits were reviewed. Building Inspector Joe Reinbold discussed with council that the Planning and Zoning Committee had received a building permit for a new manufactured home being brought into town. The board approved the permit but did not forward it to the city for approval. Reinbold was concerned as to the process in which this took place as the recipients of this permit had not paid the permit fee. The Planning and Zoning had a draft of a new building permit form, however the City Assessor drew up a draft of a building permit that has information pertinent to the assessments of property once improvements are made. The Council along with the City Attorney reviewed the drafts and it was advised by the City Attorney that the draft from the City Assessor was acceptable but there should be a line for a contractor's license. It was also discussed that there should be a member of the Zoning Committee present at the City Council meetings to discuss and present recommendations to the council. There was a question as to a large storage container that was brought in and placed on a lot. The owner has a permit for the storage container and also to build a shop on the same lot the storage container currently sits. It is the consensus of the council that the storage container shall be moved once the construction of the shop is complete.

Delinquent water bills were discussed and there are two shut off notices are being sent out. Four of the accounts had made arrangements with the City Auditor to pay on the delinquent water bills.

The police report was discussed. Deputy Krizan was present to answer any questions. Stop sign violations were discussed as were the speed limit on the Brick maker Expressway. It was stated that the decrease in speed can only be made gradually so the current speeds are correct.

City Engineer Kyle Manning was present to report to the city that the previous engineers did not survey Main Avenue and Elm Street and to check if it was still the consensus of the council to move forward with the survey. Special assessments were discussed for the project of replacing the water lines on Main and Elm streets. Engineer Manning stated that the Clean Water SRF changed from 20 to 30 years and a lower interest rate of 2.5%. The state's credit rating can be used to get a cheaper rate than bonding the project. The County will also be spending \$900,000 for resurfacing the roads once the water lines are replaced. Manning asked that the contracts for the survey and the preliminary engineering be signed. A motion made to approve the contracts for the survey and preliminary engineering. Rehling/Tibor MCU

The City Librarian was present to discuss issues at the Library. After lengthy discussion it was decided to release the librarian supervisor from her duties. It was also discussed that the Librarian has been given a list of duties that need to be followed and the council will be checking in to make sure these duties are being completed. It was also discussed that there is a possibility some of the Library Board members may resign and therefore an ad will be placed in the Hebron Herald looking for anyone

interested in serving on the Library Board in the instance members do resign. The motion was made to release Mrs. Sease from her duties. Staiger/Brandt MCU

City Attorney Solem states that in the instance that members of the Library Board resign the City Council will take over duties as the Library Board.

City Supervisor Jim Raaf discussed with council that an estimate from Clay's Plumbing to put in a hydrant by the Brick City Motel in order to be able to flush the lines. The replacement of the city skid steer was discussed and bids were taken. The decision was made to allow the equipment portfolio to decide and the motion was made to purchase the equipment. Rehling/Tibor MCU

An application was submitted to Council for the position of the dump grounds and for water meter reading. Joe Reinbold stated that he would be willing to work at the dump grounds on Saturdays. It was decided that council would rather not hire anyone at this time as use an employee that is currently with the City. A motion was made to accept Joe Reinbold as the dump ground supervisor at \$8.00 per hour. Rehling/Dittus MCU

The County has banned sky lanterns as a fire hazard because of the unpredictable flight pattern. The city was asked to adopt this ordinance. Motion was made to approve the ordinance. Rehling/Staiger MCU

The City Auditor made a request to the city council to adopt a policy to have a purchase order system to have better accountability of funds. The auditor states that there are bills that come in that are unclear as to where to pull funds from. The library will also be under the purchase order system as well. The motion was made to accept the purchase order system. Rehling/Staiger MCU

The auditor brought a letter from the Audit firm Rath & Meher PC. This firm has done the annual audit for the city for many years and the letter states that the audit could cost up to \$4300. City Attorney Solem suggested checking with the County Auditor to see if the City can self-audit or if it is necessary for an outside agency to audit. The motion was made to accept the audit in the instance we cannot self-audit. Rehling/Tibor MCU

The motion was made to adjourn the Council meeting at 8:53 pm. Rehling/Tibor MCU

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Mayor

Grant Walth

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City Auditor

Erin Brink