# REGULAR COUNCIL MEETING December 8, 2014

# CITY OF HENDRUM

Professional Building Board Room: 308 Main St E, Hendrum, MN 56550

**PRESENT:** M. Alm, P. Baukol, C. Johannsen and M. Smart. Also present: Terry Torgerson, C. Woeck, Maintenance Supervisor; and K. Plemmons, Clerk-Treasurer. Absent: S. Tommerdahl.

**CALL TO ORDER:** Mayor Johannsen called the meeting to order following the public hearing at 8:25pm.

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.

**CITIZENS’ FORUM:** T. Torgerson discussed his continuing concerns over his home being broken into and vandalized.

**CONSENT AGENDA:**

*MOTION*:M. Smart moved; seconded by P. Baukol to approve the minutes from the regularly scheduled council meeting on November 10, 2014.

Ayes: Alm, Baukol, Johannsen and Smart. Nays: None. Absent: Tommerdahl. *MOTION DECLARED PASSED*

**APPROVAL OF AGENDA:**

*MOTION:*M. Alm moved; seconded by M. Smart to approve the Agenda with the following additions: New Business: B. Boulevard Trees; C. Building Permit; and D. Resident Snow Removal.

Ayes: Alm, Baukol, Johannsen and Smart. Nays: None. Absent: Tommerdahl. *MOTION DECLARED PASSED*

**REPORTS OF OFFICERS AND DEPARTMENT HEADS:**

**MAINTENANCE REPORT:** Christmas lights and decorations are up. Two outlets on the light poles are not working and are waiting to be repaired by Red River Valley Coop. The water line in the fire hall has been rerouted and the well room was cleaned up. The lift station has been foamed and sealed.

**CLERK-TREASURER’S REPORT:**

***Monthly Financial Report and Claims:*** K. Plemmons presented the monthly financial report and claims in the amount of $8,713.66.

*MOTION:*P. Baukol moved; seconded by M. Alm to approve the financial report and pay the claims in the amount of $8,713.66.

Ayes: Alm, Baukol, Johannsen and Smart. Nays: None. Absent: Tommerdahl. *MOTION DECLARED PASSED*

***Voided Checks:*** *The following check numbers have been voided:* None

***Delinquent Utilities/Final Assessment:*** Delinquent utilities were reviewed. Resolution #2014-18: Resolution to Certify Delinquent Utility Charges to the Norman County Auditor for Assessment on Parcels within the City of Hendrum was introduced by M. Smart, and seconded by P. Baukol, and was adopted by the Hendrum City Council by roll call vote.

Ayes: Alm, Baukol, Johannsen and Smart. Nays: None. Absent: Tommerdahl. *MOTION DECLARED PASSED*

***E-Billing:*** An e-billing program has been set up for city utilities and other fees which allows users to check their billing history and to pay fees using a credit, debit, or e-check.

***Approve Transfer of Funds:*** The police patrolling fee for 2013 and 2014 was billed and paid by the City of Perley and the funds are to be invested in the purchase of a new police vehicle.

*MOTION:* M. Alm moved; seconded by P. Baukol to transfer $3600 from the General Fund to the Tahoe Savings account.

Ayes: Alm, Baukol, and Johannsen. Nays: None. Abstain: Smart. Absent: Tommerdahl. *MOTION DECLARED PASSED*

**LEVEE IMPROVEMENT PROJECT:**

***Operations & Maintenance Manual & Agreement:*** There will be a meeting on Wednesday, December 10, 2014, with the Wild Rice Watershed District to discuss and receive an Operations & Maintenance Manual and an agreement for operating and maintaining the levee structures. In addition, the city flood action manual needs to be updated to be more of a city emergency action manual. Mayor Johannsen has appointed a committee consisting of Jeanne Alm, Mick Alm, Mike Smart and Curt Johannsen to work on creating a manual. Jeanne Alm will be the head of the committee with the others assisting.

**ENGINEER’S REPORT:** No report.

**MAYOR’S REPORT:** The debris clogging the storm sewer outlet was removed and this improved the flow. However, there is still debris further inside and a sink hole along the pipe which are also causing problems.

FIRE DEPARTMENT: The Veteran’s Day Supper was well attended and the Firemen’s Relief Association donated $300 to the Wounded Warrier Project. Santa Days is set for Saturday, December 13, 2014. Also, a new volunteer is in the process of joining the Fire Department.

POLICE DEPARTMENT: A new battery will be needed for the Tahoe.

PARK UPDATE: A park board meeting was held prior to the council meeting to conclude year end business.

OLD BUSINESS:

Nuisance Violations: Ordinance violations were discussed.

Tax Abatement: The proposed Tax Abatement Policy and Application was reviewed.

*MOTION:*M. Alm moved; seconded by M. Smart to adopt the Tax Abatement Policy and Application.

Ayes: Alm, Baukol, Johannsen and Smart. Nays: None. Absent: Tommerdahl. *MOTION DECLARED PASSED*

The tax abatement public hearing was discussed and it was determined to approve the proposed abatement.

Resolution #2014-17: Resolution Authorizing a Tax Abatement on Property within the City of Hendrum for the Purpose of Increasing and Preserving the City’s Tax Base was introduced by P. Baukol, and seconded by M. Alm, and was adopted by the Hendrum City Council by roll call vote.

Ayes: Alm, Baukol, Johannsen and Smart. Nays: None. Absent: Tommerdahl. *MOTION DECLARED PASSED*

NEW BUSINESS:

***Approve Final 2015 Budget & Levy:*** No changes were made to the proposed tax levy.

*MOTION:* M. Smart moved; seconded by P. Baukol to adopt Resolution #2014-19: Adopting Final 2015 Budget & 2014 Tax Levy Payable in 2015.

Ayes: Alm, Baukol, Johannsen and Smart. Nays: None. Absent: Tommerdahl. *MOTION DECLARED PASSED*

***Boulevard Trees:*** Several boulevard trees were brought to the attention of the City. At this time, only diseased elms are removed by the City. No action will be taken on the reported trees.

***Building Permit:*** One building permit was reviewed.

*MOTION:* M. Alm moved; seconded by M. Smart to approve the submitted building permit.

Ayes: Alm, Baukol, Johannsen and Smart. Nays: None. Absent: Tommerdahl. *MOTION DECLARED PASSED*

***Resident Snow Removal:*** The City of Hendrum would like to remind residents not to dump, plow, push, or blow snow from private driveways onto highways, streets or a neighbor’s property. Also, please do not park any motor vehicle on a public street or alley until after the street has been plowed.

OTHER BUSINESS: None.

ANNOUNCEMENTS:

December 13, 2014 – Santa Days at the Fire Hall

December 15, 2014 – Holiday Open House for Nepstad’s Oil

December 17, 2014 – Holiday Open House for the Professional Building tenants, Northwestern Bank, Heritage Publications, Monkeymind Studios & Tommerdahl Ag Sales.

December 19, 2014 – Holiday Open House for Last Chance Saloon

December 24, 2014 – ALL CITY OFFICES CLOSED AT NOON FOR THE CHRISTMAS HOLIDAY

December 25, 2014 – ALL CITY OFFICES CLOSED FOR THE CHRISMAS HOLIDAY

January 1, 2015 – ALL CITY OFFICES CLOSED FOR THE NEW YEARS HOLIDAY

January 12, 2015 – Regular Council Meeting

Having no further business, M. Smart moved; seconded by M. Alm to adjourn at 10:30 pm. Motion carried. The above minutes are unofficial until approved at the next regularly scheduled council meeting on January 12, 2015.

Keri Plemmons, City Clerk-Treasurer