# REGULAR COUNCIL MEETING May 18, 2015

# CITY OF HENDRUM

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

**PRESENT:** M. Alm,P. Baukol, C. Johannsen, M. Smart and S. Tommerdahl. Also present: M. Knutson, CPA; C. Woeck, Maintenance Supervisor; and K. Plemmons, Clerk-Treasurer. Absent: None.

**CALL TO ORDER:** Mayor Johannsen called the meeting to order at 7:33 p.m.

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

**CITIZENS’ FORUM:** None.

**CONSENT AGENDA:**

*MOTION*:M. Smart moved; seconded by S. Tommerdahl to approve the minutes from the regularly scheduled council meeting held on April 13, 2015, special meeting held on February 2, 2015, and Tax Appeals & Equalization meeting held on April 30, 2015.

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

**APPROVAL OF AGENDA:**

*MOTION:*M. Smart moved; seconded by P. Baukol to approve the agenda with the following additions: New Business: E. Flowers.

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

**REPORTS OF OFFICERS AND DEPARTMENT HEADS:**

**PUBLIC WORKS REPORT:** The mosquito sprayer was serviced. Four new player benches for the ball field at the park were custom built by C. Woeck.

**CLERK-TREASURER’S REPORT:**

***Financial Report/Claims:*** K. Plemmons presented the monthly financial report and claims in the amount of $21,120.43.

*MOTION:*P. Baukol moved; seconded by S. Tommerdahl to approve the financial report and pay the claims in the amount of $21,120.43.

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

***Voided Checks:*** The following check numbers have been voided: 13822, 13823.

**ENGINEER’S REPORT:**

***Flood Insurance Rate Maps (FIRM)*** Mayor Johannsen provided an update on the City receiving solid confirmation of being mapped using Seclusion on the Flood Insurance Rate Maps when it becomes effective on September 30, 2015. The City will need to adopt or amend a new flood plain ordinance and the Minnesota Department of Natural Resources has requested the proposed ordinance be submitted by June 30th.

**MAYOR’S REPORT:** Mayor Johannsen discussed replacing the trees in the Wild Rice Addition that have not survived. No action was taken. An announcement was made for the Dekko Center Community Celebration taking place in Ada on May 19, 2015. Mayor Johannsen also announced his appointment to Vice Chairman of the Red River Basin Commission.

FIRE DEPARTMENT:

Donation Resolution: A donation by Gary Cares was received for the Hendrum Rescue Squad.

MOTION: P. Baukol moved; seconded by M. Alm to adopt Resolution #2015-11: Monetary Donation.

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

POLICE DEPARTMENT: ATV and motorcycle operators who are violating state off-road regulation will be ticketed by the Norman County deputies. Minnesota Department of Natural Resources (MNDNR) officers will be ticketing the parents of underage violators. Currently it is a $150.00 fine per violation. M. Smart is planning to retire as police chief this year and a number of patrolling options for the City were discussed.

PARK UPDATE: The community park has been opened for the season. The gravel road is in need of blading.

OLD BUSINESS:

*Nuisance Violations:* No discussion.

*Employee Evaluations:*

*MOTION:* M. Smart moved; seconded by S. Tommerdahl to close the meeting for employee evaluations.

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

*MOTION:* S. Tommerdahl moved; seconded by M. Alm to reopen the meeting.

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

*Personnel Policy/Sick Pay:* Tabled.

*EDA Bylaws:* Recommendations on the proposed EDA Bylaws amendment will be brought to the EDA for approval.

NEW BUSINESS:

*Audit:* M. Knutson went over the audit report for 2014 with the council. The council will review the audit report and adopt at the next regularly scheduled meeting.

*Building Permits:* Two permits were submitted. One permit will require more information for approval.

*MOTION:* M. Alm moved; seconded by M. Smart to approve the building permit for 219 Herbert St. N.

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

*Seasonal Public Water Systems:* According to notification from the Minnesota Department of Health (MDH), a start-up procedure needs to be created for our seasonal public water system at the Hendrum Community Park and every year the procedure will need to be followed and certified to the MDH. This state approved start up procedure will provide public health protection by offsetting an increased contamination risk in water systems where piping and other system components are depressurized seasonally. The procedure will need to be adopted by April 1, 2016.

*Performance Measurement Program:* A voluntary program offered through the State if created, adopted, and maintained would make the City eligible for a reimbursement of $0.14 per capita in local government aid and would allow the City to be exempt from levy limits. Discussion occurred over the expense of creating and implementing the program versus the $43.12 per year reimbursement. At this time it was determined that the expense of implementing the program are greater than the benefits received.

*Flowers:* K. Smart has volunteered to plant and maintain the flower pots on Main.

*MOTION:* M. Alm moved; seconded by S Tommerdahl to approve reimbursement of half of the expenses up to $250.00, to be divided with the Hendrum EDA, for flowers and soil required to plant and maintain the flower pots on Main Street.

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

OTHER BUSINESS: Gravelling and blading some city alleys were discussed. No action was taken.

ANNOUNCEMENTS:

1. May 25, 2015 – Memorial Day – All City Offices Closed
2. June 8, 2015 – Regular Council Meeting
3. July 24-26, 2015 – All-School Reunion

Having no further business, P. Baukol moved; seconded by M. Alm to adjourn at 9:47 p.m. Motion carried. The above minutes are unofficial until approved at the next regularly scheduled council meeting on June 8, 2015.

Keri Plemmons, City Clerk-Treasurer