

CITY OF HENDRUM

Regular Council Meeting Minutes

August 14, 2017

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum council at 7:37 p.m. on August 14, 2017 in the board room of the Professional Building located at 308 Main Street East in Hendrum, Minnesota. The Pledge of Allegiance was recited.

ROLL CALL

The following council members were present: Curt Johannsen, Michael Smart, Paul Baukol, Wesley Magnell

The following city personnel were present: Keri Plemmons, Clerk-Treasurer; Mark Sundblad, Maintenance Superintendent

No members of the public were in attendance.

CONSENT AGENDA

- a) 2017-07-10 Regular Council Meeting Minutes
- b) 2017-07 Maintenance Logs
- c) TIF Summary & Management Letter

MOTION: M. Smart moved; seconded by P. Baukol to approve the listed consent agenda items.

ALM: absent; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

APPROVAL OF AGENDA

- a) NEW BUSINESS: D. Traffic Sign Visibility Issues
- b) NEW BUSINESS: E. Rescue Squad Resignation

MOTION: P. Baukol moved; seconded by W. Magnell to approve the agenda with the listed additions.

ALM: absent; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

REPORTS OF OFFICERS AND DEPARTMENT HEADS

- a) **PUBLIC WORKS:** Fire hydrants were flushed except for one of the hydrants that is reportedly difficult to shut off. Minnesota Rural Water will be coming to help rebuild this hydrant next week. The water will need to be shut off on the north end of town in order to make the repairs. Notices will be posted informing the residents. There is a leak on Main Street that will need to be repaired. Several globes along Main Street need the bulbs replaced.
- b) **CLERK-TREASURER:** The July financial report and August claims list totaling \$39,501.85 was presented for approval.

MOTION: M. Smart moved; seconded by *P. Baukol* to approve the July financial report and August claims list totaling \$39,501.85.

ALM: *absent*; BAUKOL: *aye*; JOHANNSEN: *aye*; MAGNELL: *aye*; SMART: *aye*. *MOTION PASSED.*

- c) **MAYOR:** Mayor Johannsen discussed the Minnesota Pollution Control Agency's (MPCA) intent to increase city fees. Minnesota Association of Small Cities (MAOSC) is lobbying to not put this expense on the back of small cities.
- d) **FIRE DEPARTMENT:** Two training sessions involving propane burn and pump supply were held last month. The fire department members built a house with wooden flames for kids to shoot water through for event use. There are two community members interested in applying to become part of the Rescue Squad and Fire Department.

UNFINISHED BUSINESS

- a) **City Ordinance Violations:** Council discussed the court ordered clean-up process of the nuisance properties. The clerk was instructed to send a notice to remove a temporary fence that is partially blocking an alley.
- b) **MNDot Hwy 75 Reconstruction Project:** There are a couple of grants that have potential to help fund the reconstruction project that look to be worth pursuing. Transportation Economic Development Infrastructure (TEDI) program is a competitive grant program available to communities for road and public infrastructure projects which can provide a portion of costs for trunk highway and other road and public infrastructure improvements. Local Road Improvement program funding allows Minnesota cities, counties and townships to apply for funding support for constructing or reconstructing local roads in 2018, 2019 or 2020.
- c) **Hwy 75 Parking:** MNDot has been notified that the city is ready to have the signs installed.
- d) **Hendrum Relief Association Pension Actuarial Study:** The city is waiting on information from the Hendrum Relief Association.
- e) **Wellhead Protection:** No update.
- f) **Lease Property Contract:** Council reviewed the condition of the property.
- g) **Audit Report:** Council was given time to review the 2016 audit report presented by the city auditor at the July meeting.

MOTION: M. Smart moved; seconded by *P. Baukol* to accept the 2016 audit report.

ALM: *absent*; BAUKOL: *aye*; JOHANNSEN: *aye*; MAGNELL: *aye*; SMART: *aye*. *MOTION PASSED.*

- h) **Tree Removal:** A dead willow on Canning Street needs to be removed. Two quotes were reviewed. Also ash trees at 425 Gordon Street East and 269 Herbert Street South are damaged and will need to be removed. Included in the quotes was removal for the stumps located east of Professional Building, at the intersection of

Rice and Hancock, along CR 25, at the park and three stumps north of the city storage building.

MOTION: M. Smart moved; seconded by P. Baukol to hire Carr's Tree Service for tree removal and stump grinding.

ALM: absent; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

NEW BUSINESS

- a) Family Fun Night road closures and land use requests:** Council discussed the request to close several city streets for Family Fun Night being held on August 16th. The event planners were also seeking permission to use the city property located east of the Professional Building.

MOTION: P. Baukol moved; seconded by W. Magnell to approve use of city property east of the Professional building and to close the following streets on August 16th for Family Fun Night: Herbert Street from Canning Street to Gordon Street; Rice Street to Todd Street on Main Street.

ALM: absent; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

- b) Budget Work Session:** The six-month financial report was provided to each council member to review with a special meeting to be scheduled for the purpose of working on the proposed 2018 budget and levy.

MOTION: M. Smart moved; seconded by P. Baukol to set the special meeting of the budget work session on August 29th at 7:00 p.m.

ALM: absent; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

- c) Donation:** A donation of two hundred and fifty dollars (\$250.00) was offered by Lee Township to assist in the operation of the Hendrum Rescue Squad.

MOTION: M. Smart moved; seconded by P. Baukol to adopt Resolution No. 2017-16: Resolution Accepting Donations by the following roll call vote:

ALM: absent; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

- d) Traffic Sign Visibility Issues:** Two locations in town have branches blocking visibility of the traffic signs.

- e) Rescue Squad Resignation:** A resignation letter was received by a member of the rescue squad.

MOTION: P. Baukol moved; seconded by W. Magnell to close the meeting at 9:50 p.m. to discuss personnel matters.

ALM: absent; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

MOTION: M. Smart moved; seconded by P. Baukol to reopen the meeting at 10:00 p.m.

ALM: absent; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

MOTION: P. Baukol moved; seconded by W. Magnell to accept with regret the resignation of Francisca Olson from the rescue squad.

ALM: absent; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

ADJOURNMENT

P. Baukol moved; seconded by W. Magnell to adjourn the meeting at 10:09 p.m. The next regular council meeting will be at 7:30 p.m. on September 11, 2017, in the board room of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer