# REGULAR COUNCIL MEETING May 12, 2014

# CITY OF HENDRUM

308 Main St E.

PO Box 100

Hendrum, MN 56550

**PRESENT:** M. Alm, C. Johannsen, M. Smart, and S. Tommerdahl. Also present: Audrey Swenson, Auditor; Carl Woeck, Maintenance Assistant; and Keri Plemmons, Clerk-Treasurer. Absent: K. Kjersten.

**CALL TO ORDER:** Mayor Johannsen called the meeting to order at 7:30 P.M.

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

**CITIZENS’ FORUM:** *None*

**CONSENT AGENDA:**

*MOTION*:M. Smart moved; seconded by M. Alm to approve the minutes from the regularly scheduled council meeting on April 14, 2014.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None. Absent: K. Kjersten.

*MOTION DECLARED PASSED*

*MOTION:* S. Tommerdahl moved; seconded by M. Alm to approve the minutes from the emergency meeting and the Local Board of Appeal & Equalization meeting on May 6, 2014.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None. Absent: K. Kjersten.

*MOTION DECLARED PASSED*

**APPROVAL OF AGENDA:**

*MOTION:*M. Alm moved; seconded by M. Smart to approve the Agenda with the following additions: Clerk-Treasurer’s Report: Delinquent Utilities. New Business: June Meeting Date, Alleys, and Storm Sewers.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None. Absent: K. Kjersten.

*MOTION DECLARED PASSED*

**REPORTS OF OFFICERS AND DEPARTMENT HEADS:**

**CLERK-TREASURER’S REPORT:**

***Monthly Financial Report and Claims:*** K. Plemmons presented the monthly financial report and claims in the amount of $15,476.52.

*MOTION:*M. Alm moved; seconded by S. Tommerdahl to approve the financial report and pay the claims in the amount of $15,476.52.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None. Absent: K. Kjersten.

*MOTION DECLARED PASSED*

***Voided Checks:*** *The following check numbers have been voided:* 12788, 12789, 12965, 13093

***Delinquent Utilities:*** Discussion occurred over a previously offered payment agreement. The resident did not enter into the agreement and will be scheduled for shut-off.

**LEVEE IMPROVEMENT PROJECT:** No report.

**ENGINEER’S REPORT:** No report.

**MAYOR’S REPORT:** The new flood maps will go into effect next year. However, the City has the option to enter into a new seclusion program which will temporarily return the City to the old map that did not require most residents in city limits to purchase flood insurance. This will remain in effect until the Levee Analysis Mapping Process (LAMP) is complete which is estimated to take a minimum of 4 years. This gives the City more time to attempt to advance efforts on the roads raise in order to get the levee certified.

*MOTION:* M. Alm moved; seconded by M. Smart to enter into the seclusion program and Levee Analysis Mapping Process (LAMP).

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None. Absent: K. Kjersten.

*MOTION DECLARED PASSED*

**MAINTENANCE REPORT:** The new Maintenance Assistant, C. Woeck, gave an update on how things were going in his position.

**FIRE DEPARTMENT:**

The Fire Department is using some of the proceeds raised from the Steak Supper Fundraiser to finish putting the necessary needed accessories on the grass rig.

**POLICE DEPARTMENT:** Research needs to be done on how much money was designated to be transferred to the Tahoe Replacement savings account.

**PARK UPDATE:** No report.

**OLD BUSINESS:**

***Nuisance Violations:*** The City is still waiting on information from the attorney.

***Civic Center Restroom Remodel:*** Mayor Johannsen is looking into information on a USDA grant which the City may be able to apply for to help with the remodel.

***Council Member Appointment:*** Due to K. Kjersten’s resignation, an interim council member will need to be appointed to finish the term. The nominee will be sworn in at the June 16, 2014 regular council meeting. Mayor Johannsen suggested nominating Paul Baukol.

*MOTION:* M. Smart moved; seconded by S. Tommerdahl to nominate Paul Baukol to be appointed as the interim City Council Member for the rest of K. Kjersten’s term.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None. Absent: K. Kjersten.

*MOTION DECLARED PASSED*

**NEW BUSINESS:**

***Audit Report:*** Audrey Swenson went over the 2013 audit report with the council. She discussed how to amend the budget when an unexpected expense such as storm damage occurs or how to realign the budget with a 4/5ths agreement from the council. The final letters of governance will be emailed to the council members. Council will review the audit report and discuss approval at the June 16th meeting.

***Community Clean-up Night:*** Discussion will be postponed until June.

***June Meeting Date:*** The City Council meeting date for June was requested to be changed from June 9, 2014 to June 16, 2014 due to a scheduling conflict.

*MOTION:* M. Alm moved; seconded by S. Tommerdahl to change the City Council meeting date from June 9, 2014 to June 16, 2014.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None. Absent: K. Kjersten.

*MOTION DECLARED PASSED*

***Alleys:*** It has been reported that the alley located on Block 7 of the original townsite is in poor condition and was not graveled and graded last year.

*MOTION:* S. Tommerdahl moved; seconded by M. Smart to gravel and grade the alley located on Block 7 of the original townsite.

Ayes: Johannsen, Smart, and Tommerdahl. Nays: None. Absent: K. Kjersten.

Abstained: Alm

*MOTION DECLARED PASSED*

A complaint about another public alley being blocked was discussed. The property in question has been researched and the alley in question has been determined to be private driveway that has never been a public alley.

***Storm Sewers:*** There are several storm sewer locations in town where there has been no draining occurring. They are possibly still frozen and will be monitored. If there is no movement after monitoring, the sewers will need to be vacuumed and jetted to remove the obstructions.

*MOTION:* M. Smart moved; seconded by M. Alm to pay to have the blocked storm sewers cleared out.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None. Absent: K. Kjersten.

*MOTION DECLARED PASSED*

**OTHER BUSINESS**:

***Trailer:*** The trailer that is currently being loaned to the City for one of the flood pumps was offered for sale for $200.

*MOTION:* M. Alm moved; seconded by M. Smart to purchase the trailer for $200.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None. Absent: K. Kjersten.

*MOTION DECLARED PASSED*

**ANNOUNCEMENTS:**

May 13, 2014 – Clean-up Day

June 16, 2014 – Regular Council Meeting

May 26, 2014 – Memorial Day – ALL CITY OFFICES CLOSED

May 28, 2014 – Maintenance Supervisor Interviews

Having no further business, M. Smart moved; seconded by M. Alm to adjourn at 9:15 PM. Motion carried. The above minutes are unofficial until approved at the next regularly scheduled council meeting on June 16, 2014.

Respectfully Submitted,

Keri Plemmons

City Clerk-Treasurer