# REGULAR COUNCIL MEETING August 11, 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: M. Rice; C. Rice; T. Hukriede; T. Torgerson; C. Woeck, Maintenance Assistant; and K. Plemmons, Clerk-Treasurer. Absent: S. Tommerdahl.

**CALL TO ORDER:** Mayor Johannsen called the meeting to at 7:38pm.

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

**CITIZENS’ FORUM:** M. Rice and C. Rice discussed the city fencing requirements and what needs to be done with the currently erected fence. T. Hukriede disputes that the large stumps to the south of his house are his responsibility and is concerned about the tree that is dangling over his house. T. Torgerson would like to see the agenda posted on the post office bulletin board.

**CONSENT AGENDA:**

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

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

*MOTION DECLARED PASSED*

**APPROVAL OF AGENDA:**

*MOTION:*M. Smart moved; seconded by M. Alm to approve the Agenda with the following additions: New Business: G. Civic Center Pillars; H. City Sidewalk; and I. Street Repair.

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

*MOTION DECLARED PASSED*

**REPORTS OF OFFICERS AND DEPARTMENT HEADS:**

**MAINTENANCE REPORT:** The mosquito sprayer is working again. A hydraulic connection for the tree grapple is on order. Curbs are in the process of being repainted. There is a Minnesota Rural Water Association (MRWA) sponsored training class in Henning on August 20th for no charge.

*MOTION*:P. Baukol moved; seconded by M. Smart to approve mileage and meal reimbursement for attending the MRWA training in Henning on August 20th for C. Woeck and any other council members who are interested in going.

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

*MOTION DECLARED PASSED*

**CLERK-TREASURER’S REPORT:**

***Monthly Financial Report and Claims:*** K. Plemmons presented the monthly financial report and claims in the amount of $32,718.18.

*MOTION:*M. Alm moved; seconded by M. Smart to approve the financial report and pay the claims in the amount of $32,718.18.

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

*MOTION DECLARED PASSED*

***Voided Checks:*** *The following check numbers have been voided:* 13494

***Delinquent Utilities:*** Delinquent utilities were reviewed.

***6-Month Financial Report:*** The 6-month financial report for 2014 was provided for the council to review for approval for the September meeting.

**LEVEE IMPROVEMENT PROJECT:** No report

**ENGINEER’S REPORT:** No report.

**MAYOR’S REPORT:** No report.

FIRE DEPARTMENT: Chevron reflectors were installed on the grass rig.

POLICE DEPARTMENT: Radar Unit Recertification is being conducted.

PARK UPDATE: Sentence-to-Serve will be painting the concession stand and a portion of the old pavilion during the end of August.

OLD BUSINESS:

Nuisance Violations: Ordinance violations were discussed and nuisance letters will be sent to the affected property owners. Discussion continued over the need to draft an ordinance to regulate ATV traffic.

Restroom Remodel: No report.

Ditch cleaning: Mayor Johannsen submitted an estimate from Visser Trenching to re-grade the south ditch along Canning Street East and to bury the compost pile at the lagoon.

*MOTION*:P. Baukol moved; seconded by M. Alm to approve the estimate from Visser Trenching for ditch cleaning and to bury the compost pile at the lagoon.

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

*MOTION DECLARED PASSED*

NEW BUSINESS:

***Tractor Lease:*** A new 10-month tractor lease through RDO was discussed. The price has increased from last year’s lease.

*MOTION*:M. Alm moved; seconded by M. Smart to approve the 10-month tractor lease through RDO for 300 hours at $12/hour for the tractor and $2/hour for the loader.

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

*MOTION DECLARED PASSED*

***Budget Work Session:*** The budget work session is scheduled for August, 26 2014, at 7:30pm.

***School Baseball Field Lease:*** The lease agreement between Norman County West School and the City of Hendrum for use of the city park baseball field is up for renewal.

*MOTION*:M. Smart moved; seconded by P. Baukol to renew the annual lease agreement for the city park baseball field with the Norman County West School.

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

*MOTION DECLARED PASSED*

***Donation Resolution:*** The City of Hendrum received a donation of $283.74 from Huseby’s to be applied toward the Hendrum Rescue Squad. A resolution accepting the generous donation was read aloud by Mayor Johannsen.

*MOTION*:M. Alm moved; seconded by P. Baukol to adopt Resolution #2014-11: Monetary Donation.

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

*MOTION DECLARED PASSED*

***Building Permits:*** Five building permit applications submitted to the City were reviewed by the council.

*MOTION*:M. Smart moved; seconded by P. Baukol to approve all five building permit applications as submitted.

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

*MOTION DECLARED PASSED*

***Resolution Determining Offices Compatibility:*** During the August meeting of the Hendrum Fire Department, new officers were elected to finish out 2014. M. Smart was elected as Fire Chief and the compatibility of the office of Fire Chief and City Council Member were reviewed. A resolution determining offices compatibility was read aloud by Mayor Johannsen.

*MOTION*:M. Alm moved; seconded by P. Baukol to adopt Resolution #2014-12: A Resolution Determining the Compatibility of the Offices of Hendrum Fire Chief and Hendrum City Council Member.

Ayes: Alm, Baukol, and Johannsen. Nays: None. Absent: Tommerdahl. Abstain: M. Smart.

*MOTION DECLARED PASSED*

The officers that were elected during the August meeting of the Hendrum Fire Department are:

Fire Chief: Michael Smart

Assistant Chief: Troy Rudnik

Training Officer: Paul Luoma

Secretary: Jacob Nelson

*MOTION*:M. Alm moved; seconded by P. Baukol to approve the Hendrum Fire Department elected officers roster.

Ayes: Alm, Baukol, and Johannsen. Nays: None. Absent: Tommerdahl. Abstain: M. Smart.

*MOTION DECLARED PASSED*

***Civic Center Pillars:*** The eleven pillars surrounding the Civic Center have dry rot occurring in the decorative elements which need to be replaced. Fiberglass surrounds have been priced out at approximately $200 per column.

*MOTION*:M. Alm moved; seconded by M. Smart to approve using funds from the Civic Center Restoom Remodel Savings Account to purchase the fiberglass pillar surrounds with a budget of $2500.

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

*MOTION DECLARED PASSED*

***City Sidewalk:*** A portion of the sidewalk located on 360 Rice St S is in rough condition and will need to be removed. This project will take place during Community Clean-up Night.

***Street Repair:*** Discussion occurred over several areas of paved streets that are in need of repair and the estimate submitted through a company currently in the area. Another company was requested to provide an estimate and will be available Tuesday, August 12th (tomorrow).

*MOTION*:M. Alm moved; seconded by M. Smart to recess the meeting at 10:45 PM on August 11th until Wednesday, August 13that 6:00 pm, in the Professional Building board room in order to have both estimates available before a decision is made.

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

*MOTION DECLARED PASSED*

# REGULAR COUNCIL MEETING August 13, 2014

# CITY OF HENDRUM

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

**CALL TO ORDER:** Mayor Johannsen called the meeting to order at 6:16pm on August 13th.

NEW BUSINESS:

***Street Repair (continued):*** Discussion continued over which street repairs needed to be completed this year and the estimates submitted were reviewed.

*MOTION*:M. Alm moved; seconded by M. Smart to accept the estimate submitted by Knife River Materials for approximately $9,790.00.

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

*MOTION DECLARED PASSED*

OTHER BUSINESS: None.

ANNOUNCEMENTS:

August 12, 2014 – Deadline for filing Affidavits of Candidacy

September 1, 2014 – Labor Day – ALL CITY OFFICES CLOSED

September 8, 2014 – Regular Council Meeting.

Having no further business, M. Smart moved; seconded by P. Baukol to adjourn at 6:42pm on August 13th. Motion carried. The above minutes are unofficial until approved at the next regularly scheduled council meeting on September 8, 2014.

Respectfully Submitted,

Keri Plemmons, City Clerk-Treasurer