# REGULAR COUNCIL MEETING December 14, 2015

# 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: C. Woeck, Maintenance Supervisor; and K. Plemmons, Clerk-Treasurer. Absent: S. Tommerdahl.

**CALL TO ORDER:** Mayor Johannsen called the meeting to order at 7:03 p.m.

**PLEDGE OF ALLEGIANCE**

**CITIZENS’ FORUM:** None.

**CONSENT AGENDA:**

*MOTION*:M. Smart moved; seconded by P. Baukol to approve the minutes from the regularly scheduled meeting held on November 16, 2015.

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: G. Advertising Lots.

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

**REPORTS OF OFFICERS AND DEPARTMENT HEADS:**

**PUBLIC WORKS REPORT:**

***Snow Blower Request:*** C. Woeck provided information on two snow blower models for the council to review. Discussion took place on the need for a snow blower and that funds are still available in the 2015 snow removal budget line item.

*MOTION:* M. Alm moved; seconded by M. Smart to purchase the 28” Arends Snow Blower using a portion of the funds available in the snow removal budget for 2015.

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

**CLERK/TREASURER’S REPORT:**

***Financial Report/Claims:*** K. Plemmons presented the financial report and claims in the amount of $11,444.10.

*MOTION:*M. Smart moved; seconded by P. Baukol to approve the financial report and pay $11,444.10 of the claims.

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

***Time-off Request:*** K. Plemmons requested to take the week of December 28th – 31st off for vacation.

*MOTION:* M. Smart moved; seconded by M. Alm to approve the vacation request.

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

**ENGINEER’S REPORT:** No report.

**MAYOR’S REPORT:** Mayor Johannsen discussed the buried debris that was discovered in the Wild Rice Addition. The mayor explained how the situation has been currently resolved and what needs to be done in the future to further correct the problem.

FIRE DEPARTMENT: Santa Days drew a large crowd. The fire department assisted the Hendrum Legion with bingo which had around fifty people participating. A portion of the net proceeds from bingo was donated by the Hendrum Legion to the Fire Department to help pay for the children’s presents for the drawing during Santa Days.

POLICE DEPARTMENT: The sheriff’s department is willing to trade patrolling time for the surplus taser.

*MOTION:* M. Alm moved; seconded by P. Baukol to approve giving the taser to the sheriff’s department in exchange for comparable amount of patrolling time.

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

One bid in the amount of $1350.00 was received for the Tahoe.

*MOTION:* P. Baukol moved; seconded by M. Smart to reject the bid in the amount of $1350.00 and to advertise the Tahoe for sale with an asking price of $5,000.00.

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

PARK: No report.

UNFINISHED BUSINESS:

*Nuisance Violations:* Violations were discussed.

*Personnel Policy/Sick Pay:* Changes that were made to the original submitted version were reviewed.

*MOTION:* P. Baukol moved; seconded by M. Alm to approve the final version of the Personnel Policy as amended on December 14, 2015.

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

*Rail Trail:* Mayor Johannsen attended the public meeting in Halstad concerning the process of development of the proposed rail trail between Shelly and Perley.

*MOTION:* M. Alm moved; seconded by P. Baukol to authorize the mayor to send a letter of support from the City and EDA for the proposed trail on the abandoned rail bed between Perley and Shelly.

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

*Minnesota Basic Code:* No update

*EDA Appointments:* Tabled

*Task Force:* Norman County Board of Commissioners requested a financial commitment from a number of cities within Norman County in order to fund a full time Pine to Prairie Drug Task Force officer for Norman County.

*MOTION:* M. Smart moved; seconded by P. Baukol to contribute a one-time donation of $1,500.00 toward the expense of a full time Pine to Prairie Drug Task Force officer for Norman County in 2016.

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

NEW BUSINESS:

*Adopting Final Budget & Levy:*

*MOTION:* M. Alm moved; seconded by M. Smart to adopt Resolution No. 2015-22: Adopting Final 2016 Budget & 2015 Tax Levy Payable in 2016.

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

*Liability Coverage – Waiver Form:* League of Minnesota Cities Insurance Trust (LMCIT) members that obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage possible.

*MOTION:* P. Baukol moved; seconded by M. Alm to choose not to waive the monetary limits on municipal tort liability established by Minn. Stat., Section 466.04.

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

*Elected Officials Workers’ Compensation Coverage:* Elected and appointed officials are not automatically covered by the workers’ compensation statute and pursuant to Minn. Stat. 176.011, subd. 9, clause 6 members of the city council are able to be included in the city’s workers’ compensation coverage.

*MOTION:* M. Smart moved; seconded by M. Alm to adopt Resolution No. 2015-20: Resolution to Provide Workers’ Compensation Coverage to Elected Officials.

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

*Rescue Squad Donations:* The Rescue Squad received two generous donations to which the city council is appreciative and commends the donors for their support.

*MOTION:* P. Baukol moved; seconded by M. Smart to adopt Resolution No. 2015-18: Monetary Donation in the amount of $200.00 on behalf of the Peterson family.

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

*MOTION:* M. Alm moved; seconded by M. Smart to adopt Resolution No. 2015-19: Monetary Donation in the amount of $100.00 on behalf of Nepstad Oil and its employees.

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

*Certify Delinquent Charges for Assessment:* Residents who were delinquent on their City accounts as of September 2015 received a letter of notification of the intent to assess the delinquent charges to their property taxes if not paid in full by November 30, 2015. A total of $1,917.25 in delinquent utility charges needs to be assessed.

*MOTION:* M. Alm moved; seconded by P. Baukol to adopt Resolution No. 2015-21: Resolution to Certify Delinquent Utility Charges to the Norman County Auditor for Assessment on Parcels within the City of Hendrum.

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

*Utility Rates:* Due to an increase in garbage rates from the City’s garbage services provider, the garbage rate will need to be increased beginning January 1, 2016. A resolution stating the breakdown of the city services and their corresponding rates was introduced.

*MOTION:* M. Alm moved; seconded by M. Smart to adopt Resolution No. 2015-23: 2016 City of Hendrum Utility Billing Rates.

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

*Advertising Lots:* Discussion occurred over continuing advertising for the lots for sale in the Wild Rice Addition with the general consensus to continue the full page ad in the Promoter for three more months.

Having no further business, P. Baukol moved; seconded by M. Smart to adjourn at 9:26 p.m. Motion carried. The above minutes are unofficial until approved at the next regularly scheduled council meeting on January 11, 2016.

Keri Plemmons, City Clerk-Treasurer