

CITY OF HENDRUM

Regular Council Meeting Minutes

March 20, 2024

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum Council at 7:03 P.M. on March 20, 2024, in the boardroom 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: Paul Baukol, Curt Johannsen, Lues Lopez, Brian Schlapkohl, and Mike Smart.

The following city personnel were present: Keri Plemmons, Clerk-Treasurer; Carl Woeck, Maintenance Superintendent; and Dustin Reinhart, Maintenance.

The following member of the public was present: Sarah Anderson.

CONSENT AGENDA

- a) 2024-02-21 Regular Council Meeting Minutes
- b) 2024-02 Maintenance Logs

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

BAUKOL: *aye*; JOHANNSEN: *aye*; LOPEZ: *aye*; SCHLAPKOHL: *aye*; SMART: *aye*. *MOTION PASSED.*

APPROVAL OF AGENDA

- a) Add to New Business: **B. Donation**

MOTION: B. Schlapkohl moved; seconded by *P. Baukol* to approve the agenda with the listed addition.

BAUKOL: *aye*; JOHANNSEN: *aye*; LOPEZ: *aye*; SCHLAPKOHL: *aye*; SMART: *aye*. *MOTION PASSED.*

REPORTS OF OFFICERS AND DEPARTMENT HEADS

- A. PUBLIC WORKS:** The hallway by the northeast rooms of the school building will be getting stripped and waxed over the weekend. Maintenance Assistant Reinhart has completed his boiler license test and is waiting for the results. Maintenance Superintendent Woeck requested approval to take a water class for his required continuing education credits.

MOTION: P. Baukol moved; seconded by *M. Smart* to authorize Maintenance Superintendent Woeck to register and pay for the water class that contributes education hours required for his licensure.

BAUKOL: *aye*; JOHANNSEN: *aye*; LOPEZ: *aye*; SCHLAPKOHL: *aye*; SMART: *aye*. *MOTION PASSED.*

B. CLERK-TREASURER:

- 1. Financial Report & Claims List:** The February financial report and March claims list totaling \$24,019.99 were presented for approval.

MOTION: P. Baukol moved; seconded by *M. Smart* to approve the February financial report and pay the following claims totaling \$24,019.99:

<u>Claim #</u>	<u>Vendor</u>	<u>Total</u>
4568	Postmaster	\$53.00
4569	RMB Environmental Laboratories, Inc.	\$20.00
4570	Hendrum EDA	\$242.00
4571	City of Hendrum	\$110.73
4572	Minnesota Department of Health	\$313.00
4573	Stein's, Inc	\$285.46
4574	Minnesota Pollution Control Agency	\$345.00
4575	PERA	\$733.39
4576	Verizon Wireless	\$41.46
4577	Internal Revenue Service	\$2057.81
4578	Red River Valley Cooperative Power	\$52.01
4579	Northwestern Bank	\$10.00
4580	Red River Valley Cooperative Power	\$4865.32
4581	PERA	\$706.09
4582	Fuch's Sanitation, Inc.	\$2173.10
4583	The Red River Promoter	\$268.00
4584	Austin Olheiser	\$123.57
4585	Wyatt Rudnik	\$100.69
4586	Schnabel, Inc.	\$200.00
4587	Grainger	\$173.40
4588	Grainger	\$77.32
4589	Loffler Companies Inc.	\$186.03
4590	Loffler Companies Inc.	\$186.03
4591	Visser Trenching Inc.	\$1240.00
4592	Mahnomen Fire School	\$450.00
4593	MSCTC	\$1200.00
4594	AriensCo	\$111.83
4595	Kotaco Fuels	\$49.69
4596	Darlene Gunderson	\$12.90
4597	RMB Environmental Laboratories, Inc	\$209.00
4598	Dustin Reinhart	\$312.55
4599	Grainger	\$74.95
4600	Ada Electric, Inc.	\$1246.69
4601	Auto Value Parts Stores	\$71.94
4602	City of Halstad	\$300.00
4603	Red River Valley Cooperative Power	\$299.32
4604	Norman County Auditor-Treasurer	\$150.00
4605	Jeff's Plumbing, Inc.	\$318.00

4606	McCollum Hardware, Inc	\$18.99
4607	Valley General Store	\$124.53
4608	arvig	\$4.95
4609	Red River Valley Cooperative Power	\$4449.59
4610	Red River Valley Cooperative Power	\$51.65

BAUKOL: *aye*; JOHANNEN: *aye*; LOPEZ: *aye*; SCHLAPKOHL: *aye*; SMART: *aye*. *MOTION PASSED.*

C. MAYOR: No update.

D. FIRE DEPARTMENT: Fire Chief Smart is in discussions with the City of Georgetown regarding fire service options.

UNFINISHED BUSINESS

A. City Ordinance Violations: Carly Rice and Tyler Tronnes have not completed the requirements to register, microchip, and secure their potentially dangerous dog. The next step is to send the non-compliance information to the city attorney.

A vehicle has been parked on the boulevard at 358 Rice St S in violation of the winter parking regulations.

MOTION: P. Baukol moved; seconded by *B. Schlapkohl* to send a parking violation notice to the property owner at 358 Rice St S.

BAUKOL: *aye*; JOHANNSEN: *aye*; LOPEZ: *aye*; SCHLAPKOHL: *aye*; SMART: *aye*. *MOTION PASSED.*

An inspection report documenting an ordinance violation concerning an inoperable motor vehicle at 126 Park Ave E was submitted for consideration.

MOTION: B. Schlapkohl moved; seconded by *M. Smart* to send an ordinance violation notice to the property owners at 126 Park Ave E.

BAUKOL: *aye*; JOHANNSEN: *aye*; LOPEZ: *aye*; SCHLAPKOHL: *aye*; SMART: *aye*. *MOTION PASSED.*

B. City Street Paving Project: No update.

C. Proposed Water Supply Project: The proposed water supply project will be receiving some federal funding. The City of Hendrum has submitted its SEARCH grant application to help pay for the engineering needed to apply for financial assistance if the City moves ahead with connecting to the rural water supply.

D. Elementary School: The school building is getting its information added to a national database which will market the property for redevelopment purposes. The intent is to appeal to a wider audience looking for space.

- There has been no update on receiving a repair quote for the gymnasium roof.
- There has been community interest in helping to provide additional open gym availability. The Council approved setting up an open gym committee and appointed Councilmember Smart as the liaison.

MOTION: B. Schlapkohl moved; seconded by *P. Baukol* to authorize an open gym committee for the purpose of scheduling additional available times for open gym and to appoint Councilmember Smart as the liaison between the committee and the city.

BAUKOL: *aye*; JOHANNSEN: *aye*; LOPEZ: *aye*; SCHLAPKOHL: *aye*; SMART: *aye*. *MOTION PASSED.*

- Entries for the “Name the Building” contest have been narrowed down to five entries and the Authority will be requesting public input before submitting the options for consideration of approval by the City Council.

E. Wellhead Protection Grant: The Council discussed the need to order a generator.

NEW BUSINESS

A. 222 Canning St E Zoning Request: A public hearing was conducted during the March 20th meeting of the Hendrum Economic Development Authority meeting concerning the intention to adopt an amendment to the Official Zoning Map of the City of Hendrum, Minnesota, Planning & Zoning (Land Use) Ordinance No. 74 to change the zoning district from Residential to dual zoned Residential and Commercial. The Authority recommended adopting the amended Official Zoning Map.

MOTION: B. Schlapkohl moved; seconded by *M. Smart* to adopt the amendment to the Official Zoning Map that changes the zoning district on Lots 19 to 24 in Block 1 of Whites First Addition to the City of Hendrum, Norman County, Minnesota to Residential and Commercial.

BAUKOL: *aye*; JOHANNSEN: *aye*; LOPEZ: *aye*; SCHLAPKOHL: *aye*; SMART: *aye*. *MOTION PASSED.*

B. Donation: A donation from Lee Township was offered to be used in support of the Hendrum Rescue Squad services. The Council was appreciative of the donors’ intent and accepted the donation offered.

MOTION: P. Baukol moved; seconded by *M. Smart* to adopt Resolution No. 2024-05: Resolution Accepting Donations. On the following roll call vote, the Resolution was duly adopted and is on file at the City Clerk’s office.

BAUKOL: *aye*; JOHANNSEN: *aye*; LOPEZ: *aye*; SCHLAPKOHL: *aye*; SMART: *aye*. *MOTION PASSED.*

ADJOURNMENT

B. Schlapkohl moved; seconded by *P. Baukol* to adjourn the meeting at 8:11 P.M. The next regular council meeting will be held at 7:30 P.M. on April 17, 2024, in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer