

# CITY OF HENDRUM

## Regular Council Meeting Minutes

September 11, 2017

### CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum council following the special meeting at 8:48 pm on September 11, 2017 in the board room of the Professional Building located at 308 Main Street East in Hendrum, Minnesota. The Pledge of Allegiance was recited. A moment of silence was observed to honor the victims of the September 11<sup>th</sup> attack.

### ROLL CALL

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

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

### CONSENT AGENDA

- a) 2017-08-14 Regular Council Meeting Minutes
- b) 2017-08-25 Emergency Council Meeting Minutes
- c) 2017-08-29 Special Council Meeting Minutes
- d) 2017-08 Maintenance Logs

*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) FIRE DEPARTMENT: Application

*MOTION: P. Baukol moved; seconded by M. Smart 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:** Fixed the water leak on Main Street and located some dead lines in the process. The grapple bucket was repaired. Benches were painted. The water leak at the park was fixed. Winterizing projects were discussed.
- b) **CLERK-TREASURER:** The August financial report and September claims list totaling \$13,277.02 was presented for approval. A bill from Lyle Wilkins, Inc. totaling \$12,645.00 for property clean-up expenses was presented and added to the claims list for approval.

*MOTION: P. Baukol moved; seconded by M. Smart to approve the August financial report and September claims list totaling \$25,922.02.*

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

c) **MAYOR:** No report.

d) **FIRE DEPARTMENT:**

**Joint Powers Request:** A request to consider a joint powers agreement from the board of the Perley-Lee Fire department was reviewed. It was determined to set up a committee to work out the details between the communities. The two committee members selected to represent the City of Hendrum are Michael Smart and Curt Johannsen.

**Application:** One applicant was interested in joining the Rescue Squad. The council reviewed the submitted application.

*MOTION: M. Smart moved; seconded by W. Magnell to approve hiring Bryce Nepstad as a member of the Hendrum Rescue Squad.*

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

## **UNFINISHED BUSINESS**

a) **City Ordinance Violations:** The council reviewed photographs from twenty-two properties containing nuisance violations.

*MOTION: M. Smart moved; seconded by P. Baukol to mail ordinance violation letters to nineteen properties.*

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

b) **MNDot Hwy 75 Reconstruction Project:** The latest plan from the Minnesota Department of Transportation is that the project will take place in 2019.

c) **Hwy 75 Parking:** The “No Parking” signs have been installed.

d) **Hendrum Relief Association Pension Actuarial Study:** The Relief Association information from 2015 was received too late to be included in the 2016 audit. A new request for information from 2016 was received in order to create an actuarial study that will be included in the 2017 audit.

e) **Wellhead Protection:** Part 1 of the Wellhead Protection Plan received from the geologist was reviewed.

*MOTION: P. Baukol moved; seconded by W. Magnell to approve Part 1 of the Wellhead Protection Plan and provide the approved report to the Minnesota Department of Health for review.*

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

f) **Lease Property Contract:** Terms of the contract were discussed. No action was taken.

## NEW BUSINESS

- a) Approve 2018 Levy:** A three percent increase to cover increasing expenses and to balance the budget was approved for the preliminary certification of the levy.

*MOTION:* *M. Smart* moved; seconded by *P. Baukol* to certify the 2018 levy for the City of Hendrum at the following amounts: Revenue (\$96,264), Fire (\$13,694), Police (\$8,506), and Sinking Fund (\$9,248) for a gross levy totaling \$127,712.

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

- b) Gravel:** An estimate for dirt and gravel for use by the maintenance department was reviewed.

*MOTION:* *P. Baukol* moved; seconded by *W. Magnell* to approve purchasing ten yards of dirt and ten yards of gravel from Visser's for \$380.

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

- c) Building Permit:** A building permit application for new additions, alterations, and repairs at 350 Rice Street was received for approval.

*MOTION:* *M. Smart* moved; seconded by *W. Magnell* to approve a building permit for 350 Rice Street with the corrected setback requirement for the chain link fence to be included on the permit.

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

- d) Donation:** A donation of two hundred dollars (\$200) was offered by the Norman County Soybean & Corn Growers Association to assist in fuel expenses for the fire department.

*MOTION:* *P. Baukol* moved; seconded by *W. Magnell* to adopt Resolution No. 2017-17: Resolution Accepting Donations by the following roll call vote:

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

## ADJOURNMENT

*M. Smart* moved; seconded by *P. Baukol* to adjourn the meeting at 10:55 pm. The next regular council meeting will be at 7:30 pm on October 9, 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