# REGULAR COUNCIL MEETING May 16, 2016

# CITY OF HENDRUM Professional Building Board Room:

# 308 Main St E, Hendrum, MN 56550

**COUNCIL PRESENT:** M. Alm, P. Baukol, C. Johannsen, M. Smart and S. Tommerdahl **ABSENT:** None.

**CITY PERSONNEL**: K. Plemmons, Clerk-Treasurer

**CITIZENS:** T. Hukriede

**CALL TO ORDER:** Mayor Johannsen called the meeting to order at 7:34 p.m.

**PLEDGE OF ALLEGIANCE**

**CITIZENS’ FORUM:** T. Hukriede came in to discuss clean-up on his property.

**CONSENT AGENDA:**

*MOTION*:M. Smart moved; seconded by M. Alm to approve the minutes from the regularly scheduled meeting held on April 18, 2016 as presented.

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

**APPROVAL OF AGENDA:**

*MOTION:*S. Tommerdahl moved; seconded by M. Smart to approve the agenda.

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

**REPORTS OF OFFICERS AND DEPARTMENT HEADS:**

**PUBLIC WORKS REPORT:** No report.

**CLERK/TREASURER’S REPORT:**

***Financial Report/Claims:*** K. Plemmons presented the financial report and claims in the amount of $29,422.61.

*MOTION:*S. Tommerdahl moved; seconded by M. Alm to approve the financial report and pay $29,422.61 in claims.

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

**MAYOR’S REPORT:** No report.

FIRE DEPARTMENT: Due to a change in attendance requirements for firefighter certification training, it has been determined that recorded attendance hours will need to be turned in for compensation after passing the certification test. The tanker and pumper have been scheduled for pumper certification and testing. A master switch will be installed on the pickup. An automatic disconnector will be installed on the air compressor.

POLICE DEPARTMENT:

*2016 Contract:* The city attorney has drafted a contract with the recommended changes. The contract will be sent to the county sheriff’s office for approval.

UNFINISHED BUSINESS:

*City Ordinance Violations:* Inspections were conducted on Monday, May 16, 2016. Eighteen violations were identified.

*MOTION:* M. Alm moved; seconded by M. Smart to mail notification letters identifying the ordinance violations and abatement procedures to the property owners.

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

*Minnesota Basic Code:* Tabled.

*Seasonal Help:* Applications for the available position have been received and a special meeting for Monday, May 23rd  at 7:00 p.m. for the purpose of conducting interviews has been scheduled.

NEW BUSINESS:

*Building Permits:* One permit application was reviewed.

*MOTION:* M. Smart moved; seconded by P. Baukol to approve a building permit for 414 Gordon Street East.

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

*Resolution 2016-07: Resolution Accepting Donations:* Gary Cares provided a donation check for the Hendrum Fire Department and a second donation check for the Hendrum Rescue Squad.

MOTION: M. Smart moved; seconded by S. Tommerdahl to adopt Resolution 2016-07: Resolution Accepting Donations.

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

OTHER BUSINESS:

C. Woeck, Maintenance Supervisor, turned in a resignation letter effective May 31, 2016.

*MOTION:* M. Smart moved; seconded by M. Alm to accept C. Woeck’s resignation and to advertise the available position in the city newspaper for two weeks with an application deadline of noon on June 6, 2016 with a special meeting to conduct business concerning the open position to follow at 7:30 pm.

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

Having no further business, S. Tommerdahl moved; seconded by M. Smart to adjourn at 8:54 p.m. Motion carried. The above minutes are unofficial until approved at the next council meeting scheduled for June 13, 2016.

Keri Plemmons, City Clerk-Treasurer