

CITY OF HENDRUM
Regular Council Meeting Minutes

December 11, 2017

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum council at 7:05 pm on December 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.

ROLL CALL

The following council members were present: Milton Alm, Paul Baukol, Michael Smart, Curt Johannsen

The following city personnel were present: Keri Plemmons, Clerk-Treasurer

The following member of the public was present: Steven Jeffery

CONSENT AGENDA

- a) 2017-11-13 Regular Council Meeting Minutes
- b) 2017-11 Maintenance Logs

MOTION: M. Smart moved; seconded by M. Alm to approve the listed consent agenda items. ALM: aye; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: absent; SMART: aye. MOTION PASSED.

APPROVAL OF AGENDA

- a) NEW BUSINESS: D. Pull-Tabs
- b) NEW BUSINESS: E. Citizen Complaint
- c) NEW BUSINESS: F. Pole Saw
- d) NEW BUSINESS: G. Discover Norman County

MOTION: M. Alm moved; seconded by P. Baukol to approve the agenda with the listed addition. ALM: aye; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: absent; SMART: aye. MOTION PASSED.

REPORTS OF OFFICERS AND DEPARTMENT HEADS

PUBLIC WORKS: No report.

CLERK-TREASURER:

Financial Report & Claims: The November financial report and December claims list totaling \$38,212.01 was presented for approval.

MOTION: P. Baukol moved; seconded by M. Smart to approve the November financial report and December claims list totaling \$38,212.01.

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

MAYOR:

FM Diversion Task Force: Mayor Johannsen stated that the FM Diversion Task Force had just completed their final meeting. The purpose of the Task Force is to offer recommendations to the Diversion Authority who will determine what the best plan forward will be. Hopefully in the end, there will be a design able to be permitted which provides certifiable 100 year flood protection for the Fargo-Moorhead area, mitigates upstream and downstream impacts, and is acceptable by all parties. A final report outlining the Task Force recommendations will be available in January.

a) **FIRE DEPARTMENT:**

Joint Powers Agreement: The joint powers agreement has been reviewed by the attorney and the terms and conditions meet with the city council's approval.

MOTION: P. *Baukol* moved; seconded by M. *Alm* to approve entering into the Hendrum-Perley-Lee Township Joint Powers Agreement as presented upon approval by the Perley-Lee Township Fire Board.

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

Township Contract: No township board members were available to attend the meeting. Council discussed items of interest they would like to see amended from the 2013 contract.

UNFINISHED BUSINESS

A. City Ordinance Violations: The parking violation located along Quincy Street responded promptly and is no longer in violation. A notification letter dated October 31, 2017, concerning unpermitted construction was sent to 339 Main Street West requesting the homeowner to submit a building permit application. The main concern needing to be addressed was the location of the unpermitted building. The property owners have not complied with this request to date.

MOTION: P. *Baukol* moved; seconded by M. *Smart* to turn over the ordinance violation at 339 Main St W to the city attorney after verifying easement lines.

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

B. MnDOT Hwy 75 Reconstruction Project: No update.

C. Hendrum Relief Association Pension Actuarial Study: No update.

D. Wellhead Protection: No update.

E. Lease Property Contract: No update.

F. EDA Appointments: Mayor Johannsen nominated Steven Jeffery to be appointed as a board member of the EDA.

MOTION: M. Alm moved; seconded by *M. Smart* to appoint Steven Jeffery to a 6-year term beginning January 1, 2018, as a board member of the Hendrum Economic Development Authority.

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

NEW BUSINESS

- A. Certify Delinquent Charges for Assessment:** Two resolutions were presented to the council for consideration. The first resolution contained a listing of the properties with delinquent utility charges. The second resolution addressed unpaid nuisance clean-up expenses.

MOTION: P. Baukol moved; seconded by *M. Smart* to adopt Resolution No. 2017-20: Resolution to Certify Delinquent Utility Charges to the Norman County Auditor for Assessment on Parcels within the City of Hendrum.

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

MOTION: M. Smart moved; seconded by *M. Alm* to adopt Resolution No. 2017-21: Resolution to Certify Unpaid Nuisance Enforcement Costs to the Norman County Auditor for Assessment on Parcels within the City of Hendrum.

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

- B. Utility Rates:** A resolution setting the city utility rates was presented to the council for consideration. A five percent increase to commercial garbage rates as discussed at the budget meeting was included in the resolution.

MOTION: M. Alm moved; seconded by *P. Baukol* to adopt Resolution No. 2017-22: Resolution Setting Utility Billing Rates for 2018.

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

- C. 2018 Budget & Tax Levy:** No changes were made to the preliminary 2018 property tax levy certified in September or to the proposed 2018 budget.

MOTION: P. Baukol moved; seconded by *M. Alm* to adopt Resolution No. 2017-23: Resolution Approving 2017 Tax Levy Payable in 2018.

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

MOTION: M. Smart moved; seconded by *P. Baukol* to adopt Resolution No. 2017-24: Resolution Adopting 2018 Budget.

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

- D. Pull-Tabs:** A request was submitted to the council to consider allowing the Halstad Fire Relief Association to have a pull-tab operation in Tank's Barley House in

Hendrum. Discussion took place over whether or not Tank's Barley House and the Hendrum Fire Relief Association would be interested in a joint venture before a decision was made.

MOTION: M. Alm moved; seconded by P. Baukol to table the pull-tabs request in order to get more information to better discuss the issue.

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

E. Citizen's Complaint: Council discussed a citizen complaint concerning the additional clean-up work created by drifting leaves from neglected properties. It was suggested that the council should consider regulating this problem as a nuisance. While the council understands the frustration created, they agreed that it would be nearly impossible to regulate for a variety of reasons.

F. Pole Saw: The Maintenance Superintendent has requested purchasing a pole saw due to the tractor getting damaged by branches when snow-plowing the alleys. Council reviewed the maintenance department budget balance to date.

MOTION: P. Baukol moved; seconded by M. Smart to table the decision on the pole saw.

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

F. Discover Norman County: The Hendrum Economic Development Authority would like to place a one page ad in the next edition of Discover Norman County and has requested to split the expense with the City.

MOTION: M. Alm moved; seconded by M. Smart to pay for half of the expense of the one page ad in the Discover Norman County magazine.

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

ADJOURNMENT

M. Smart moved; seconded by P. Baukol to adjourn the meeting at 9:12 pm. The next regular council meeting will be at 7:00 pm on January 8, 2018, in the board room of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer