# REGULAR COUNCIL MEETING February 9, 2015

# CITY OF HENDRUM

Professional Building Board Room: 308 Main St E, Hendrum, MN 56550

**PRESENT:** P. Baukol, C. Johannsen , M. Smart and S. Tommerdahl. Also present: S. Hempeck, T. Torgerson, C. Woeck, Maintenance Supervisor; and K. Plemmons, Clerk-Treasurer. Absent: M Alm.

**CALL TO ORDER:** Mayor Johannsen called the meeting to order at 7:06 p.m.

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.

**CITIZENS’ FORUM:**

***Stash Hempeck:*** Inquired about city regulations concerning owning and maintaining a honey bee hive on his property for pollination purposes. It was suggested to talk to his neighbors about any concerns, but there are no city regulations concerning hives at this time. The council encouraged any resident who may have concerns over beehives being placed inside the city limits to bring their concerns to the city’s attention.

***Terry Torgerson:*** Discussed concerns over water/sewer billing for the month of December.

**CONSENT AGENDA:**

*MOTION*:S. Tommerdahl moved; seconded by M. Smart to approve the minutes from the regularly scheduled council meetings held on January 12, 2015.

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

**APPROVAL OF AGENDA:**

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

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

**REPORTS OF OFFICERS AND DEPARTMENT HEADS:**

**MAINTENANCE REPORT:** Discussion continued over the qualifications required to become a building inspector. More information is required. The green Ford F-150 city pickup has been mostly repaired. The ball field benches are currently being worked on. A PH meter and fluoride tester will need to be purchased. Prices will be researched and brought to the next meeting.

**CLERK-TREASURER’S REPORT:**

***Monthly Financial Report and Claims:*** K. Plemmons presented the monthly financial report and claims in the amount of $55,613.87.

*MOTION:*P. Baukol moved; seconded by M. Smart to approve the financial report and pay the claims in the amount of $55,613.87.

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

***Voided Checks:*** *The following check numbers have been voided:* None.

***Sinking Savings:*** There is a savings account with funds assigned to the Sinking Street General Obligation Bond that needs to be closed with the funds balance transferred to the Sinking Street General Obligation Bond checking account.

*MOTION:* S. Tommerdahl moved; seconded by M. Smart to close the Sinking Street General Obligation Bond savings account and transfer the entire balance to the Sinking Street General Obligation Bond checking account.

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

***Conflict of Interest Policy:*** Conflict of Interest Policies were handed out to be reviewed, signed, and returned to the City Clerk to be included in the annual audit.

***Personnel Policy/Sick Pay:*** A proposed updated personnel policy was handed out for review with action to be taken at the next meeting. While going through the current policy, it was determined that sick pay has not been accruing at the assigned rate and a retroactive accrual was discussed.

*MOTION:* S. Tommerdahl moved; seconded by P. Baukol to approve retroactive sick pay accrual for C. Woeck and K. Plemmons beginning with the first eligible day for each employee in 2014.

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

***Clerk’s Institute:*** The Minnesota Municipal Clerks Institute will be held in Plymouth, Minnesota, May 4 – May 8, 2015 and will be the first of three years of training to becoming certified as a city clerk-treasurer.

*MOTION:* P. Baukol moved; seconded by M. Smart to authorize K. Plemmons to enroll and attend the 2015 Minnesota Municipal Clerk’s Institute.

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

**ENGINEER’S REPORT:** No report.

**MAYOR’S REPORT:** No report.

FIRE DEPARTMENT: A Pancake Brunch will be held on Sunday, February 15th to help pay for the expenses of the new AED device. One new member joined the fire department last month.

POLICE DEPARTMENT: The towing that resulted from the nuisance violation concerning a vehicle with expired tabs parked illegally on the street was discussed.

PARK UPDATE: No report

OLD BUSINESS:

Nuisance Violations: Ordinance violations were discussed. Truck parking and idling during the night in residential areas seems to have been a one-time situation.

Employee Evaluations: Still waiting for all evaluations to be returned.

NEW BUSINESS:

Building Permit: One building permit application was submitted and reviewed.

MOTION: S. Tommerdahl moved; seconded by M. Smart to approve the applied for residential building permit.

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

OTHER BUSINESS:

2015 Safety & Loss Control: MOTION: M. Smart moved; seconded by P. Baukol to allow any council members or employees to attend the one day 2015 Safety & Loss Control workshop.

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

ANNOUNCEMENTS:

1. February 12, 2015 – Drama & Dessert Night
2. February 15, 2015 – Hendrum Fire & Rescue Pancake Brunch
3. March 1, 2015 – John Fassino Benefit
4. March 9, 2015 – Regular Council Meeting

Having no further business, P. Baukol moved; seconded by S. Tommerdahl to adjourn at 8:37 pm. Motion carried. The above minutes are unofficial until approved at the next regularly scheduled council meeting on March 9, 2015.

Keri Plemmons, City Clerk-Treasurer