

CITY OF HENDRUM

Regular Council Meeting Minutes

March 12, 2018

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum council at 7:06 p.m. on March 12, 2018 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: Paul Baukol, Curt Johannsen, Milton Alm, Michael Smart (arrived 7:43 pm).

The following city personnel were present: Keri Plemmons, Clerk-Treasurer and Mark Sundblad, Maintenance Supervisor.

CITIZENS FORUM

CONSENT AGENDA

- a) February 12, 2018 regular council meeting minutes
- b) February 2018 maintenance log

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

APPROVAL OF AGENDA

- a) New Business: D. Dangerous Dog

MOTION: P. Baukol moved; seconded by M. Alm to approve the agenda with the listed additions.

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

REPORTS OF OFFICERS AND DEPARTMENT HEADS

- a) **PUBLIC WORKS:** The hot water heater discussed last meeting was no longer available, but the newer model is available for \$20 more. The consensus of the council was to purchase the newer model for \$20 more. The well room painting project has been completed. A leak sprung from the waterline to the eyewash station in the well room that needed to be repaired. The outdoor shop light has been purchased and Mayor Johannsen has volunteered to help Maintenance Supervisor Sundblad install the light. Upcoming plans include continuing to work on storage shed organization. The cell phone is having problems and research into replacement has identified the phone plan as a governmental plan that requires a

specific area rep to be contacted. Maintenance Supervisor Sundblad wasn't able to attend the wastewater conference due to snow storms and needing to work snow removal.

- b) **CLERK-TREASURER:** The February financial report and March claims list totaling \$15,010.72 was presented for approval.

MOTION: M. Alm moved; seconded by P. Baukol to approve the financial report and claims list as presented.

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

- c) **MAYOR:** Mayor Johannsen informed the council that Clerk-Treasurer Plemmons has completed all the requirements to become a Minnesota Certified Municipal Clerk and will be awarded her certification plaque and pin at the Minnesota Clerks and Finance Officers Association (MCFOA) Conference in March. Mayor Johannsen along with the rest of the council congratulated Clerk-Treasurer Plemmons on her accomplishment.

- d) **FIRE DEPARTMENT:**

Joint Powers Agreement: The city attorney has worked with the League of Minnesota Cities attorney and the State Fire Marshall's office to fine tune the joint powers agreement into an acceptable document for all involved parties and state agencies.

MOTION: P. Baukol moved; seconded by M. Alm to approve entering into the joint powers agreement between the City of Hendrum and the Perley-Lee Township Fire Board and authorizes Mayor Johannsen and Fire Chief Smart to sign the documents necessary to effectuate the agreement.

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

Township Contract: A meeting to discuss the fire contract with Hendrum Township has been set up for March 13, 2018, at 8:00 pm in the fire hall.

Application: An application submitted for the firefighter position of the Hendrum Fire Department was reviewed.

MOTION: M. Alm moved; seconded by P. Baukol to approve hiring Brian Schlapkohl as a member of the Hendrum Fire Department.

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

UNFINISHED BUSINESS

- a) **City Ordinance Violations:** KLA Truck & Trailer was notified of their parking violation and has complied with the request to move the end dump trailer. The shed that was located within the right of way at 339 Main Street West has been moved closer to

the garage. It is currently not in the final resting position indicated by the submitted building permit. The situation will continue to be monitored.

- b) **MnDOT Hwy 75 Reconstruction Project:** Mayor Johannsen attended a phone conference on March 12th to discuss permanent easements which are considered the responsibility of the local unit of government. Since the easements will be part of the levee flood control project, the city will be requesting assistance to negotiate the easements from the Wild Rice Watershed District.
- c) **Wellhead Protection:** No update.
- d) **Lease Property Contract:** Instructed to be removed from old business since the city has completed its obligations.
- e) **Employee Evaluations:** Tabled until the April meeting.

NEW BUSINESS

- a) **Seasonal Help:** Kylie Wamstad, who has been one of the city's seasonal employees for the last two summers, has confirmed that she is available to put in full time hours for the 2018 summer season.
- b) **Tax-Anticipation Certificates:** Due to extraordinary expenses in 2017, the city needs to issue certificates of indebtedness to pay claims exceeding current cash on hand until receipt of the payment of property taxes from Norman County.

MOTION: M. Smart moved; seconded by *M. Alm* to adopt Resolution No. 2018-04: Resolution Issuing Tax-Anticipation Certificates. By the following roll call vote the resolution was duly adopted and on file at the City Clerk's office.

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

- c) **Parking Complaint:** A parking complaint was received concerning several vehicles that were reported not to have moved most of the winter along the east side of the street near the intersection of Main Street East and Rice Street South which has created a bottleneck and potentially hazardous situation. An inspection was made at the location before the meeting and there were no vehicles that appeared to be in violation of the parking ordinance. It was noted that there isn't any parking restrictions in that location other than what is outlined in the parking ordinance.
- d) **Dangerous dog:** On March 12th the city received an incident report from Norman County Sheriff's Office concerning a group of dogs belonging to a city resident involved in the killing of another city resident's dog. After reviewing the incident report along with a previous notification to the same dog owner concerning the dogs running at large and menacing pedestrians, the city council concluded that the dogs involved in the incident are a danger to the safety of the public and are hereby declared dangerous dogs. Clerk-Treasurer Plemmons was instructed to notify the

owner of the declaration and the statutory requirements to register and maintain dangerous dogs within the city limits.

MOTION: P. Baukol moved; seconded by *M. Smart* to adopt Resolution No. 2018-05: Resolution to Declare Dangerous Dogs. By the following roll call vote the resolution was duly adopted and on file at the City Clerk's office.

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

ADJOURNMENT

M. Smart moved; seconded by M. Alm to adjourn the meeting at 9:41 p.m. The next regular council meeting will be at 7:30 p.m. on April 9, 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