

**CITY OF HENDRUM**  
**Regular Council Meeting Minutes**

December 10, 2018

**CALL TO ORDER**

Mayor Johannsen called to order the regular meeting of the City of Hendrum council at 7:00 pm on December 10, 2018 in the Professional Building boardroom 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, Michael Smart (arrived 8:28 pm) and Milton Alm

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

The following members of the public were present: Jason Murray, David Drown Associates; Tyson Hajicek, Moore Engineering (arrived 8:36 pm); Jeremy Hadrava, MnDOT; John Kolness (arrived 7:40 pm) and Steve Jeffery

**CONSENT AGENDA**

- a) November 14, 2018, Regular Council Meeting Minutes
- b) November 2018 Maintenance Logs

*MOTION: P. Baukol moved; seconded by M. Alm to approve the listed consent agenda items.*

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

**APPROVAL OF AGENDA**

- a) Add to New Business: E. Snow Removal Contract

*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: absent. MOTION PASSED.*

**REPORTS OF OFFICERS AND DEPARTMENT HEADS**

- a) **PUBLIC WORKS:** Most of the Christmas lights have been hung. The fire hydrant used during the fire has been pumped out. It was suggested to start plowing the alley between West Main and vacated Canning Street.
- b) **CLERK-TREASURER:** The November financial report and October claims list totaling \$18,896.10 was presented for approval. Mayor Johannsen presented a claim totaling \$107.20 from Crown Trophy to be added to the claim list.

*MOTION: M. Alm moved; seconded by P. Baukol to approve the November financial report and October claims list in the amount of \$19,003.30.*

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

The final payment of the bond financed through the Sinking-Street Fund was made this year and the fund has a positive balance totaling \$10,742.43. Clerk-Treasurer Plemmons recommended closing the Sinking-Street Fund and transferring the balance to the Hendrum Economic Development Authority Fund to offset the negative balance of this fund. It was also recommended to authorize any delinquent taxes collected from the Sinking-Street Fund levy that may be received in the future to be deposited into the General Fund.

*MOTION: P. Baukol* moved; seconded by *M. Smart* to close the Sinking-Street Fund, transfer the balance totaling \$10,742.43 to the Hendrum Economic Development Authority Fund, and authorize all delinquent taxes collected for the Sinking-Street Fund to be deposited into the General Fund.

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

- c) **MAYOR:** Mayor Johannsen presented a plaque in recognition and appreciation of fifteen (15) years of public service as a councilmember of the City of Hendrum to Milton (Mick) Alm. Mayor Johannsen also discussed the written correspondence sent to the Secretary of Transportation concerning a grant application to replace three highway bridges in Minnesota, one of the bridges spanning the Red River to the west of Hendrum. A donation will be presented to the city through the Kelly Thronson Memorial Backyard BBQ. A request was made to select a purpose for the donation.

*MOTION: M. Alm* moved; seconded by *P. Baukol* to pledge the donation for two-hundred and fifty dollars (\$250.00) received from the Kelly Thronson Memorial Backyard BBQ fund to the bathroom remodel project at the Hendrum Civic Center.

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

- d) **FIRE DEPARTMENT:** An application to join the fire & rescue department was reviewed and discussed. Council instructed Clerk-Treasurer Plemmons to send written correspondence to the applicant stating that the application requires a more detailed employment history before consideration for employment.

## **UNFINISHED BUSINESS**

- a) **City Ordinance Violations:** Open ordinance violation files were reviewed and updated. Written correspondence was reviewed concerning the potentially dangerous dogs declaration. Council instructed Clerk-Treasurer Plemmons to reply by written correspondence in order to determine the ownership and location of the dogs. The designation remains with the dogs regardless of ownership or location.
- b) **MnDOT Hwy 75 Reconstruction Project:** Jeremy Hadrava, MnDOT, provided some cost estimates of decorative lighting options. The expense numbers for the project and options should be ready soon. Jason Murray, David Drown Associates, will be

working on how to finance the project and provided a description of a couple of options for the city to consider. Tyson Hajicek, Moore Engineering, discussed the utility lines under US Highway 75 and the plan to improve and/or replace the facilities. A special meeting was called for January 3<sup>rd</sup> to discuss and make decisions on the different options concerning the MnDOT Highway 75 Reconstruction project.

*MOTION: P. Baukol moved; seconded by M. Alm to schedule a special meeting for Thursday, January 3, 2019, at 6:30 pm in the boardroom of the Professional Building to handle business concerning the MnDOT Highway 75 Reconstruction Project.*

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

- c) Wellhead Protection:** No update.
- d) Lease Property:** No update.
- e) City Pickup:** No update.

## **NEW BUSINESS**

- a) 2019 Budget:** No changes were made to the proposed budget for 2019.

*MOTION: M. Smart moved; seconded by M. Alm to adopt Resolution No. 2018-27: Resolution Adopting 2019 Budget. 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.*

- b) 2019 Tax Levy:** No changes were made to the preliminary 2019 property tax levy certified in September.

*MOTION: M. Alm moved; seconded by P. Baukol to adopt Resolution No. 2018-28: Resolution Approving 2018 Tax Levy Payable in 2019. 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) Utility Rates:** A resolution setting the city utility rates was presented to the council for consideration. There were no changes to the rates.

*MOTION: P. Baukol moved; seconded by M. Alm to adopt Resolution No. 2018-26: Resolution Setting Utility Billing Rates for 2019. 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.*

- d) Certify Delinquent Charges for Assessment:** A resolution to certify a list of delinquent utility account charges to property taxes was presented to the council for consideration.

*MOTION: M. Alm moved; seconded by M. Smart to adopt Resolution No. 2018-25: Resolution to Certify Delinquent Utility Charges to the Norman County Auditor for Assessment on Parcels within the City of Hendrum. 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.*

- e) **Snow Removal Contract:** There is a possibility that the snow removal company contracted with the city will no longer be able to provide snow removal services. Options were discussed. No action was taken.

#### **ADJOURNMENT**

*M. Smart* moved; seconded by *P. Baukol* to adjourn the meeting at 10:29 pm. The next regular council meeting will be at 7:00 pm on January 23, 2019, in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer