# COUNCIL MEETING CITY OF HENDRUM, MINNESOTA

**MAY 22, 2013, 7:30 P.M. PO BOX 100, 308 MAIN STREET E.**

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**PRESENT:** M. Alm, C. Johannsen, M. Smart, and S. Tommerdahl. Also present:

J. Johnson, Maintenance Supervisor; and N. Kjersten, Clerk-Treasurer. Absent:

K. Kjersten.

**CALL TO ORDER:** Mayor Johannsen called the meeting to order at 7:30 P.M.

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

**CITIZENS’ FORUM:** None.

**CONSENT AGENDA: MOTION:** S. Tommerdahl moved, seconded by M. Smart, to approve the Minutes from the regularly scheduled council meeting on April 8, 2013.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None

Absent: Kjersten.

*MOTION DECLARED PASSED*

**APPROVAL OF AGENDA: MOTION:** M. Alm moved, seconded by M. Smart, to approve the Agenda with the following additions: under Maintenance: 1. DO Meter; under Fire Department: 2. Over Budget of Fire Hall Remodel; under Police Department: 1. Perley Contract; under New Business: D. Hendrum Drive Gravel and Street Lights; and to remove: under Old Business: Spring Flood Forecast.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None

Absent: Kjersten.

*MOTION DECLARED PASSED*

**REPORTS OF OFFICERS AND DEPARTMENT HEADS:**

**CLERK-TREASURER’S REPORT:** ***2012 Year End Financial Report:*** N. Kjersten presented the revised 2012 Year End Financial Report and explained the new format to the council. Council will review the year-end report and will discuss the report at the June 10, 2013 Council Meeting.

***Financial Report and Claims:*** N. Kjersten presented the financial report. Claims in the amount of $4,019.59 were presented and reviewed. Discussion took place.

**MOTION:** M. Alm moved, seconded by S. Tommerdahl, to approve the financial report and pay the claims in the amount of $4,019.59.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None

Absent: Kjersten.

*MOTION DECLARED PASSED*

**DIKE INFO:** Mayor Johannsen stated that the walk through to inspect the grass establishment and to determine whether or not reseeding needs to be done on the Hendrum Flood Control Levee Project scheduled for Thursday, May 23, 2013 has been postponed to the first week of June.

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**ENGINEER’S REPORT:** No report.

**MAYOR’S REPORT:** No report.

**MAINTENANCE REPORT:** ***DO Meter:*** J. Johnson stated that the Dissolved Oxygen Meter (DO Meter) that is used to read the dissolved oxygen levels for the wastewater samples that are sent in to the state is no longer working. Johnson stated that he is required to read the dissolved oxygen levels prior to sending the samples in to the lab. Discussion took place on quotes that Johnson had received.

**MOTION:** S. Tommerdahl moved, seconded by M. Smart, to purchase the YSI 550A DO Meter from USA BlueBook for $789.95.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None

Absent: Kjersten.

*MOTION DECLARED PASSED*

**FIRE DEPARTMENT:** ***IRS Tax-Exempt Notice:*** Discussion took place on how the Hendrum Fire Relief Association had received a letter from the IRS in regards to their tax-exempt status being automatically revoked due to not filing the annual information return by the deadline. N. Kjersten stated that Tod Harrington has been in contact with the IRS since the letter was received and that the IRS will have a representative either contact Todd or the City Office.

***Over Budget of Fire Hall Remodel:*** Mayor Johannsen stated that the Fire Department had gone over the budget by approximately $1,500.00 plus the overtime for J. Johnson’s wages when the Fire Hall was remodeled. Discussion took place on how items, such as the bathroom fixtures, were not included in the money received for the insurance claim from the toilet that overflowed at the Fire Hall. Discussion also took place on where the money should be taken from to pay for the extra costs. M. Smart stated that the Fire Department had discussed and is willing to reimburse the City for the amount that they were over budget for the remodel project.

M. Smart reminded Council that the Fire Department Steak Supper will be held on

 June 15, 2013 at the Fire Hall.

**POLICE DEPARTMENT:** ***Perley Contract:*** Mayor Johannsen stated that he had been in contact with Ann Manley, Mayor of Perley, and had discussed a possible flat rate of $1,800.00 per year for the police service that the City of Hendrum provides by contract to the City of Perley. Discussion took place. Mayor Johannsen will draw up the contract for council to approve.

**PARK UPDATE:** Mayor Johannsen stated that a Park Board Meeting had been set up for 7:00 PM on May 22, 2013, but there was not a quorum. Discussion took place on setting a night meeting up and holding it at the park.

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J. Johnson inquired about hiring Sentence to Serve to clean up the leaves at the park, as it costs approximately $156.00 plus the cost of a meal for the workers. Discussion took place on hiring Sentence to Serve and how it saves the City money on wages.

J. Johnson reported that a yard light on the south side of the park, next to the new picnic shelter, is not working due to bad underground wiring. Discussion took place on putting a high output light on the south side of the new picnic shelter as this would eliminate the need to replace the underground wiring to the current yard light.

Discussion took place on the park mower and residents questioning if it was being stored by a city employee and used for personal use. Discussion continued on how the park mower is in the storage building and has been for quite some time. Discussion continued on the number of items that had been previously purchased for the park that are not used for the park and could possibly be sold. J. Johnson will create a list of items that are in storage and not used.

**OLD BUSINESS:** ***Zoning Ordinance/Outdoor Sales Lots:***No action taken – on agenda as a reminder.

***Nuisance Ordinance:***No action taken – on agenda as a reminder.

***Nuisance Violations:*** Discussion took place on nuisance violations and the Council advised N. Kjersten to send letters to those who were in violation and to give the residents fourteen days to comply with the ordinance.

***Community Gardens:*** Discussion took place on getting the garden tilled. S. Tommerdahl stated that Jeremy and she would volunteer to till up the plots when time permitted.

***Building and Rental Inspector/MN Building Code:*** Mayor Johannsen stated that he still has not heard back from Brad Bail, In-depth Inspections, as far as a price quote for inspection services.

**NEW BUSINESS: *Community Clean Up Night:*** Mayor Johannsen stated that community clean-up nights will resume the Wednesdays in June with projects including: planting trees in the Wild Rice Addition; finishing the split rail fence at the park; and landscaping the north corner of Highway 75 and Main Street West.

***TIF Resolution:*** Mayor Johannsen stated that the Evergreen Addition as well as the vacant lot and house located at 355 and 353 Haylett Street North are in a TIF residential district and how the City needs to do a resolution to take them out of the TIF residential district so that the Evergreen Addition can be rezoned for commercial use.

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**MOTION:** M. Smart moved, seconded by S. Tommerdahl to adopt Resolution #2013-06, A Resolution Removing Parcels From Tax Increment Financing District No. 1-1.

Voting Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None

Absent: Kjersten.

*RESOLUTION DECLARED ADOPTED*

***Rezoning Evergreen Addition:*** Mayor Johannsen stated that a public hearing needs to be scheduled to hear public concerns regarding rezoning the Evergreen Addition for residential use to commercial use. The Council agreed to hold a public hearing prior to the July council meeting.

***Hendrum Drive Gravel and Street Lights:*** Mayor Johannsen stated that Hendrum Drive needs to be graveled as there is a manhole sticking out of the road and that street lights need to be constructed in the Wild Rice Addition as a new home will be constructed there. Discussion took place on what style of lights the Council would like to see installed. The mayor said that he would coordinate with the Red River Valley Coop to get street lights installed.

 S. Tommerdahl asked if a street light could be installed on County Road 106 between Main Street and Gordon Street West since it is dark in that area. The mayor will consult with the RRVC and see if a light can be installed there. Discussion also took place on different streets in Hendrum that could use some more gravel and other areas that could use blading.

**MOTION:** S. Tommerdahl moved, seconded by M. Smart to authorize M. Alm to calculate the amount of gravel needed for Hendrum Drive, Gordon Street West, and on Todd Street by the lift station and to give authority to J. Johnson to rectify the problem areas.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None

Absent: Kjersten.

*MOTION DECLARED PASSED*

**Other Business:** None.

**ANNOUNCEMENTS:**

May 27, 2013 – Memorial Day (All City Departments Closed)

June 9, 2013 – Mick Alm’s Retirement Party (at Fire Hall)

June 10, 2013 – Regularly Schedule City Council Meeting

June 15, 2013 – Fire Department’s Steak Supper

Having no further business, M. Alm moved; seconded by S. Tommerdahl to adjourn. The meeting adjourned at 9:34 P.M. The above minutes are unofficial until approved at the next regularly scheduled council meeting on June 10, 2013.

Respectfully Submitted,

Nicole R. Kjersten, City Clerk-Treasurer