

# CITY OF HENDRUM

## Regular Council Meeting Minutes

May 21, 2025

### CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum Council at 7:30 P.M. on May 21, 2025, in the boardroom 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, Stephanie Kaasa, Lues Lopez and Mike Smart.

The following city personnel were present: Keri Plemmons, Clerk-Treasurer and Dustin Reinhart, Maintenance Superintendent.

### CONSENT AGENDA

- a) 2025-04-16 Regular Council Meeting Minutes
- b) 2025-04 Maintenance Logs
- c) MPCA NPDES Permit Compliance Summary: 10/1/2023 – 09/30/2024

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

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *aye*; SMART: *aye*. *MOTION PASSED.*

### APPROVAL OF AGENDA

- a) Add to New Business: D. Park Properties

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

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *aye*; SMART: *aye*. *MOTION PASSED.*

### REPORTS OF OFFICERS AND DEPARTMENT HEADS

- A. PUBLIC WORKS:** The maintenance report highlighted a suspected water line leak at the community park, causing the septic tank to fill abnormally. Temporary measures are in place, and options for repair are being considered. Mowing and general upkeep are progressing well, with flowerpots scheduled for placement. Several of the portable picnic tables were found damaged and unusable, prompting discussions on replacements, funding, and revising rental policies. Additionally, a few streetlights on Main Street need bulb replacements.

**B. CLERK-TREASURER:**

- 1. Financial Report & Claims List:** The April financial report and May claims list totaling \$50,703.87 were presented for approval.

*MOTION: P. Baukol* moved; seconded by *S. Kaasa* to approve the April financial report and pay the following claims totaling \$50,703.87:

<u>Claim #</u>	<u>Vendor</u>	<u>Total</u>
5111	Red River Valley Cooperative Power	\$252.07
5112	Minnesota Pollution Control Agency	\$346.00
5113	Loffler Companies, Inc.	\$188.82
5114	MSCTC	\$300.00
5115	RDO Equipment Co	\$86.15
5116	Red River Valley Cooperative Power	\$66.00
5117	Red River Valley Cooperative Power	\$4,800.06
5118	Valley General Store	\$86.32
5119	Kotaco Fuels	\$18.87
5120	Fuch's Sanitation, Inc.	\$2,201.87
5121	Norman County Index	\$50.00
5122	Internal Revenue Service	\$1,239.54
5123	PERA	\$540.12
5124	Minnesota Revenue	\$966.00
5125	Hutman Inc.	\$25.00
5126	Minnesota Revenue	\$1,063.07
5127	Clearbrook Electric, Inc	\$615.00
5128	Norman County Auditor-Treasurer	\$1,376.23
5129	Penny Christianson	\$75.35
5130	PERA	\$540.12
5131	arvig	\$4.95
5132	USPS	\$146.00
5133	City of Hendrum	\$227.98
5134	Titan Machinery-Ada	\$6.88
5135	Norman County Auditor-Treasurer	\$1,860.00
5136	Titan Machinery-Ada	\$114.30
5138	Northwestern Bank	\$10.00
5139	Norman County Auditor-Treasurer	\$1,595.58
5140	Hendrum EDA	\$242.00
5141	PERA	\$567.04
5142	Internal Revenue Service	\$1,452.30
5143	Kotaco Fuels	\$82.52
5144	Moore Engineering, Inc.	\$26,091.90
5145	Valley General Store	\$86.32
5146	Norman County Index	\$57.00
5147	Clark's Excavating & Septic Pumping	\$225.00
5148	Valley United Co-op	\$282.78
5149	Julin Law Office, PLLC	\$355.00

5150	Red River Valley Cooperative Power	\$228.82
5151	Fuch's Sanitation, Inc.	\$2,189.29

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *aye*; SMART: *aye*. **MOTION PASSED.**

- 2. Utility Billing Request:** The utility billing request included a transition from postcards to pre-stamped window envelopes due to compatibility issues with the new billing software and the high cost of postcards. To streamline the process, the council approved the purchase of a paper folding machine to reduce staff time. Additionally, the council agreed to eliminate the \$1 ACH fee and offer a one-time \$10 discount to residents who sign up for email billing by July 31<sup>st</sup>, aiming to reduce mailing costs and improve efficiency.

**MOTION:** *P. Baukol* moved; seconded by *S. Kaasa* to approve transitioning to pre-stamped window envelopes for utility billing, purchasing a paper folding machine, eliminate the \$1 ACH fee, and offering a one-time \$10 discount for customers who sign up for email billing by July 31<sup>st</sup>.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *aye*; SMART: *aye*. **MOTION PASSED.**

- C. MAYOR:** The mayor's report included updates on the YMCA's summer meal program, which will provide weekly meal kits for youth under 18, and legislative developments affecting the city. Notably, a bill raising the audit threshold for small municipalities has passed, potentially saving the city money in the future. The mayor also reported on a proposed 15% reduction in Local Government Aid (LGA), which could impact the city's budget. Additionally, he shared that he testified at the state Capitol in support of a \$2 million funding request for street improvements and noted ongoing efforts to secure federal funding for the water supply project.
- D. FIRE DEPARTMENT:** The fire department report included the successful purchase of a used fire truck from Audubon, which is now in Hendrum and awaiting minor outfitting and decal updates. The truck is in good condition and considered a cost-effective addition to the department. There are also plans to attend a house burn training exercise on a rural property, providing valuable hands-on experience. Additionally, the department decided to repair a malfunctioning thermal camera for \$1,000 rather than replace it, as the repair will restore its core functionality at a significantly lower cost.

## UNFINISHED BUSINESS

- A. City Ordinance Violations:** The ordinance violations update noted that resolutions for unaddressed violations had been signed and forwarded to the city attorney. Additional violation notifications are progressing but not completed. One new concern was raised regarding an improperly parked trailer on the street, partially blocking a driveway and facing the wrong direction. It was agreed that this issue falls under law enforcement jurisdiction, and a council member volunteered to speak with a sheriff's deputy to address the violation.

- B. Street Improvement Project:** The mayor reported that he testified before the Minnesota House Capital Investment Committee in support of a \$2 million funding request for Hendrum's \$3.2 million street improvement project, with hopes of securing the remaining funds through federal earmarks, though no final decision has been announced yet.
- C. Rural Water Supply Project:** There are no new updates. Progress on the project depends on whether the legislature allocates funding this year – if funding is secured, the project will move forward more quickly; if not, it will likely be delayed.
- D. Infinity Center:**
- **Gymnasium Roof Repair:** A representative from the Dekko Foundation had planned to tour the building, but the visit was postponed and is expected to be rescheduled for a later date.
  - **Proposed Daycare:** The daycare business is open and operating.
  - **Open Gym:** The open gym program has been paused for the summer due to low attendance, with plans to reassess its continuation in the fall based on the success of the new gym membership initiative.
  - **Rentals:** The rentals discussion focused on tenant payment statuses and included a reminder of the importance of timely payments given the city's limited rental income.
  - **Realtor:** Steve Dalen is now with a new company and feels unable to effectively assist the city at this time, recommending they seek a realtor with commercial property expertise or consider an online sale later in the year.

## **NEW BUSINESS**

- A. Donation Resolution:** The council accepted three donations: \$300 from Borup Community Club to the gaming account, \$407.50 from Gary Cares One Fund for the rescue squad and \$453.50 from Gary Cares One Fund for the fire department.

*MOTION: M. Smart moved; seconded by P. Baukol to adopt Resolution No. 2025-07: Resolution Accepting Donations. On the following roll call vote, the resolution was duly adopted and is on file at the City Clerk's office.*

*BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; LOPEZ: aye; SMART: aye. MOTION PASSED.*

- B. Demolition Permit:** The council approved a demolition permit for 335 Main Street West, allowing the removal of a trailer, garage, and associated concrete, with the condition that the existing sidewalk must remain intact.

*MOTION: P. Baukol moved; seconded by S. Kaasa to approve the demolition permit for 335 Main Street West, with the condition that the removal of concrete is limited to the structures only and does not include the sidewalk.*

*BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; LOPEZ: aye; SMART: aye. MOTION PASSED.*

- C. Building Permit:** The council approved a building permit for construction of a twin home at 312 and 314 Main Street East.

*MOTION: M. Smart moved; seconded by P. Baukol to approve the building permit for the construction of a twin home at 312 and 314 Main Street East.*

*BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; LOPEZ: aye; SMART: aye. MOTION PASSED.*

**D. Park Properties:** The council discussed the city's park properties, specifically those acquired through flood buyout programs, which are restricted by FEMA regulations that prohibit any future development or private sale. These properties, originally gifted by the watershed district, can only be transferred to other government entities or leased for limited uses such as recreation or hunting. While one council member suggested selling the land to generate revenue, it was clarified that such sales are not legally permitted.

**E. Haying Lease:** The council approved renewing the haying lease agreement with Daniel Jossund for another three years under the same terms and conditions as the previous agreement.

*MOTION: P. Baukol moved; seconded by M. Smart to renew the haying lease agreement with Daniel Jossund for an additional three years under the same terms and conditions as the previous contract.*

*BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; LOPEZ: aye; SMART: aye. MOTION PASSED.*

## **ADJOURNMENT**

*P. Baukol moved; seconded by M. Smart to adjourn the meeting at 8:38 P.M. The next regular council meeting will be held at 7:30 P.M. on June 18, 2025, in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.*

Minutes submitted by: Keri Plemmons, Clerk-Treasurer