

CITY OF HENDRUM

Regular Council Meeting Minutes

June 18, 2025

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum Council 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. The Pledge of Allegiance was recited.

ROLL CALL

The following council members were present: Paul Baukol, Curt Johannsen, Stephanie Kaasa, and Mike Smart.

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

The following member of the public was present: Marit Martell, CPA

CONSENT AGENDA

- a) 2025-05-21 Regular Council Meeting Minutes
- b) 2025-05 Maintenance Logs

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

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

APPROVAL OF AGENDA

- a) Add to New Business: B. Audit Report
- b) Add to Unfinished Business: D. Infinity Center Gym Memberships

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

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

REPORTS OF OFFICERS AND DEPARTMENT HEADS

- A. PUBLIC WORKS:** The recent pond discharge was completed successfully. A batwing mower incident resulted in repair costs due to damage sustained while operating near a manhole. Hydrant flushing is pending assistance from the Minnesota Rural Water Association. Maintenance Superintendent Reinhart reported concerns regarding a camper at the community park, citing non-payment and potential abandonment. Mr. Reinhart is also preparing a temporary sign for the daycare. Ventilation and energy usage at the school were reviewed and operational adjustments were recommended to help reduce electricity costs.

B. CLERK-TREASURER:

- 1. Financial Report & Claims List:** The May financial report and June claims list totaling \$27,429.47 were presented for approval.

MOTION: M. Smart moved; seconded by P. Baukol to approve the May financial report and pay the following claims totaling \$27,429.47:

<u>Claim #</u>	<u>Vendor</u>	<u>Total</u>
5152	Menards	\$194.13
5153	Government Payments	\$1,000.00
5154	Titan Machinery-Ada	\$213.76
5155	Red River Valley Cooperative Power	\$4,294.72
5156	PERA	\$613.82
5157	Hendrum EDA	\$242.00
5158	RMB Environmental Laboratories, Inc	\$647.00
5159	USPS	\$146.00
5160	Loffler Companies Inc.	\$188.82
5161	Northwestern Bank	\$10.00
5162	Gopher State One Call	\$4.05
5163	City of Shelly	\$35.00
5164	Norman County Auditor-Treasurer	\$360.00
5165	Fuch's Sanitation, Inc.	\$5,954.16
5166	Pirate Ship	\$4.44
5167	arvig	\$4.95
5168	Clark's Excavating & Septic Pumping	\$225.00
5169	Dustin Reinhart	\$721.15
5170	Auto Value Parts Stores	\$45.09
5171	Internal Revenue Service	\$1,638.30
5172	Fuch's Sanitation, Inc.	\$2,189.29
5173	PERA	\$536.50
5174	Bitker, Inc.	\$275.64
5175	Pye Barker	\$971.00
5176	Minnesota Fire Service Certification	\$131.00
5177	Curt Gunderson	\$30.00
5178	United Lease and Finance, Inc	\$1,906.00
5179	United Lease and Finance, Inc	\$4,529.44
5180	Amazon.com	\$65.95
5181	Red River Valley Cooperative Power	\$79.00
5182	The Dancing Daisy	\$66.64
5183	Walmart	\$57.02
5184	Menards	\$49.60

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

- C. MAYOR:** Mayor Johannsen reported that the legislative session concluded with no reductions to Local Government Aid (LGA), and although a \$700 million bonding bill was passed, it did not include specific line-item projects. The mayor also discussed the

resignation of a long-serving EDA member and recommended appointing Dena Bishop to fill the vacancy, citing her active involvement with the Infinity Center and community.

MOTION: P. Baukol moved; seconded by M. Smart to approve the appointment of Dena Bishop to the Hendrum Economic Development Authority board.

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

- D. FIRE DEPARTMENT:** The fire department reported that a property has been made available for training exercises, culminating in a controlled burn scheduled for the end of August. The department will conduct various training exercises at the site, inviting participation from other county departments. The fire truck purchased from Audubon is pending installation of hoses and nozzles - funded by the Fire Relief Association. A thermal imaging camera was repaired using donations. The department also plans to participate in upcoming community events, including concessions at Maggie's first bike night. Additionally, interdepartmental training continues with neighboring departments, including a recent session on wildfire response hosted by the DNR.

UNFINISHED BUSINESS

- A. City Ordinance Violations:** The city continues to address ordinance violations, with several cases currently in progress. Letters for unresolved violations have been forwarded to the city attorney, and additional notices are being prepared for properties with ongoing issues, including tall grass and exterior maintenance concerns.
- B. Street Improvement Project:** The city did not receive direct funding for its street improvement project in the recent \$700 million state bonding bill, which lacked specific project allocations. However, \$42 million was designated for local government road improvements through existing state programs. The city may be eligible to apply for this funding, particularly streets that serve broader regional traffic. City officials are exploring potential applications and brainstorming ways to align local needs – like access to the lift station – with funding criteria. If no suitable programs are identified this year, the city plans to reapply next year using the existing project groundwork.
- C. Rural Water Supply Project:** The city continues to monitor the West Central Regional Water District project, which remains in early development and is currently seeking Memorandums of Inclusion (MOIs) from interested cities to assist with planning and system design. Signing the MOI does not obligate the city to participate but ensures inclusion in engineering and funding considerations. The city council approved submitting the MOI along with a \$500 deposit, which will be credited back if the project proceeds. Mayor Johannsen emphasized the importance of participating in the planning phase to avoid being excluded from future infrastructure and funding opportunities. The feasibility study is nearing completion, and updated cost estimates will help determine whether joining the

regional system or maintaining the city's current water infrastructure is the most cost-effective path forward.

MOTION: P. Baukol moved; seconded by *S. Kaasa* to authorize the City of Hendrum to enter into a Memorandum of Inclusion with the West Central Regional Water District and approve paying the \$500 deposit.

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

D. Infinity Center:

- **Gymnasium Roof Repair:** No update.
- **Rentals:** Several Infinity Center tenants were behind on rent, but most have made payment arrangements or brought accounts current.
- **Realtor:** There was discussion about preparing a request for proposals to explore potential interest in repurposing or selling a portion of the building.
- **Park Properties:** It has been confirmed that park properties acquired through flood buyouts cannot be sold but may be transferred to other government entities or used for non-structural purposes like parks.
- **Gym Memberships:** A new promotional poster was created by Councilmember Kaasa for gym memberships at the Infinity Center and will be shared on the city's Facebook page and local bulletin boards to encourage community participation.

NEW BUSINESS

- A. Donation Resolution:** The council accepted one donation for \$300 from the Borup Community Club to the gaming account.

MOTION: P. Baukol moved; seconded by *S. Kaasa* to adopt Resolution No. 2025-12: 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: *absent*; SMART: *aye*. *MOTION PASSED.*

- B. Audit Report:** The city received a clean audit opinion, with noted concerns including negative unrestricted fund balances, increased insurance and payroll costs, and limited staff capacity affecting internal controls. Recommendations included cautious budgeting, improved fund monitoring, and ensuring fundraising by the community club is conducted through appropriate nonprofit channels.

ADJOURNMENT

M. Smart moved; seconded by *P. Baukol* to adjourn the meeting at 9:18 P.M. The next regular council meeting will be held at 7:30 P.M. on July 16, 2025, in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer