# REGULAR COUNCIL MEETING October 17, 2016

# CITY OF HENDRUM Professional Building Board Room:

# 308 Main St E, Hendrum, MN 56550

**COUNCIL PRESENT:** Paul Baukol, Curt Johannsen & Michael Smart

**COUNCIL** **ABSENT:** Milton Alm & Sarah Tommerdahl

**CITY PERSONNEL**: Keri Plemmons, Clerk-Treasurer & Carl Woeck, Maintenance Supervisor.

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

**PLEDGE OF ALLEGIANCE:** Recited.

**CITIZEN’S FORUM:** None.

**CONSENT AGENDA:**

*MOTION*:M.Smart moved; seconded by P. Baukol to approve the following minutes: September 12, 2016 – regular council meeting.

Ayes: Baukol, Johannsen & Smart. Nays: None. Absent: Alm & Tommerdahl. *MOTION DECLARED PASSED.*

**APPROVAL OF AGENDA:**

*MOTION:*P. Baukol moved; seconded by M. Smart to approve the agenda with the following addition under New Business:

1. Highway 75 Parking

Ayes: Baukol, Johannsen & Smart. Nays: None. Absent: Alm & Tommerdahl. *MOTION DECLARED PASSED.*

**REPORTS OF OFFICERS AND DEPARTMENT HEADS:**

**PUBLIC WORKS REPORT:** The mosquito equipment has been put away for the winter. A muskrat at the ponds has been eliminated. The water tower pressure gauge has been replaced. The light fixture on Main Street has been replaced and the pedestal will be painted black. The generator is ready to be picked up.

**CLERK/TREASURER’S REPORT:**

***Financial Report/Claims:*** The monthly financial report was presented and the claims list totaled $15,323.61. Check numbers 3855, 3857, 14533 and 14535 were voided as print errors.

*MOTION:*M. Smart moved; seconded by P. Baukol to accept the monthly financial report and approve paying $15,323.61 in claims.

Ayes: Baukol, Johannsen & Smart. Nays: None. Absent: Alm & Tommerdahl. *MOTION DECLARED PASSED.*

***Election Judge Appointments:*** A resolution to appoint listed individuals to serve as election judges for the 2016 General Election was introduced, seconded and declared adopted.

*MOTION:* P. Baukol moved; seconded by M. Smart to adopt Resolution No. 2016-19: Appoint Election Judges for the 2016 General Election.

Ayes: Baukol, Johannsen & Smart. Nays: None. Absent: Alm & Tommerdahl. *MOTION DECLARED PASSED.*

**MAYOR’S REPORT:**

***Update on Road Raise Effort:*** Mayor Johannsen, Council Member Alm, and Wild Rice Watershed District Administrator Kevin Ruud presented an update on the road raise effort to the Norman County Commissioners. The county commissioners committed to pay for the bituminous and right of way on County Road 25 and 106.

FIRE DEPARTMENT: The turnout gear has been ordered. Monthly training classes have been coordinated with the Halstad Fire Department with alternate months being hosted in each city. This cooperative effort has been working very well for the firefighters in both communities. The Hendrum Fire Department will be holding its Veteran’s Day supper with the American Legion in Hendrum to host Bingo afterwards on Friday, November 11that the Hendrum Civic Center.

POLICE DEPARTMENT:

*2016 Contract:* The final contract was reviewed and a resolution to enter into the contract was introduced, seconded and declared adopted.

*MOTION:* M. Smart moved; seconded by P. Baukol to adopt Resolution No. 2016-20: Resolution Approving an Agreement for Law Enforcement Services with the County of Norman and the Norman County Sheriff and the City of Hendrum.

Ayes: Baukol, Johannsen & Smart. Nays: None. Absent: Alm & Tommerdahl. *MOTION DECLARED PASSED.*

UNFINISHED BUSINESS:

*City Ordinance Violations:* No update.

*Minnesota Basic Code:* Tabled.

*MnDOT Hwy 75 Reconstruction Project:* No update.

NEW BUSINESS:

*Building Permit:* One building permit application was submitted for approval.

*MOTION:* M. Smart moved; seconded by C. Johannsen to approve issuing a building permit for the following property: 112 Park Avenue East.

Ayes: Johannsen & Smart. Abstain: Baukol. Nays: None. Absent: Alm & Tommerdahl.

*MOTION DECLARED PASSED.*

*Gravel:* The need to add gravel to a few areas in the city was discussed. The general consensus was to postpone any decisions until next summer.

*Highway 75 Parking:* Discussion occurred over the need to regulate parking along State Highway 75 within the city limits.

*MOTION:* P. Baukol moved; seconded by M. Smart to adopt Resolution No. 2016-21: Resolution to Establish No Parking along State Highway 75 from 10:00 PM to 6:00 AM.

Ayes: Baukol, Johannsen & Smart. Nays: None. Absent: Alm & Tommerdahl. *MOTION DECLARED PASSED.*

OTHER BUSINESS:

Local Board of Appeal & Equalization Training: The Department of Revenue sent out the latest list of trained LBAE members. Currently the City of Hendrum does not have a trained member. In order to be in compliance for the 2017 LBAE meeting, a board member will need to complete training. The online training is available until January 31, 2017.

Having no further business, M. Smart moved; seconded by P. Baukol to adjourn at 8:48 P.M. Motion carried. The above minutes are unofficial until approved at the next council meeting scheduled for November 14, 2016.

Respectfully submitted,

Keri Plemmons, City Clerk-Treasurer