

**CITY OF HENDRUM**  
**Regular Council Meeting Minutes**  
May 21, 2018

**CALL TO ORDER**

Mayor Johannsen called to order the regular meeting of the City of Hendrum council at 7:43 p.m. on May 21, 2018 in the board room 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, Michael Smart, 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: John Kolness, Brian Schlapkohl, Jamie and Angie Trautner, Curt and Darlene Gunderson, Mike Halstad

**CITIZENS FORUM**

- a) **Congestion on Hancock:** Curt and Darlene Gunderson addressed the council with concerns of the narrowing passage (especially in the winter) along one block of Hancock Street due to the number of vehicles being parked on both sides along the boulevard and in the street.
  
- b) **224 Quincy St N:** The city council was addressed with concerns about the worsening public nuisance conditions over the years of noxious weeds and other rank growths of vegetation, discarded machinery, obstructions in the alley and shredded tarps that are no longer providing acceptable fence screening (and are littering nearby properties) at the property located at 224 Quincy St N.
  
- c) **Canning Street Ditch:** John Kolness addressed the council concerning the difficulty in maintaining the ditch along Canning Street and if there were available options to explore that could make the ditch easier to maintain.

**CONSENT AGENDA**

- a) April 9, 2018 regular council meeting minutes
- b) April 26, 2018 local board of appeal & equalization meeting minutes
- c) May 7, 2018 special council meeting minutes
- d) April 2018 maintenance log
- e) 2017 MPCA wastewater treatment facility operational letter, award & newspaper clipping

*MOTION: M. Smart moved; seconded by M. Alm to approve the listed consent agenda items. ALM: aye; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: absent; SMART: aye. MOTION PASSED.*

**APPROVAL OF AGENDA**

- a) Add to New Business: C. Camping at City Parks
- b) Add to New Business: D. Donations
- c) Add to New Business: E. Canning Street Ditch

*MOTION: M. Alm moved; seconded by P. Baukol to approve the agenda with the listed changes. ALM: aye; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: absent; SMART: aye. MOTION PASSED.*

#### **REPORTS OF OFFICERS AND DEPARTMENT HEADS**

- a) **PUBLIC WORKS:** The fluoride machine needs to be replaced.
- b) **CLERK-TREASURER:** The April financial report and May claims list totaling \$14,129.96 was presented for approval.

*MOTION: M. Smart moved; seconded by P. Baukol to approve the financial report and claims list as presented.*

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

- c) **MAYOR:** The bonding bill was passed by the Minnesota House and Senate which included 20 million for flood hazard mitigation, but has not yet been signed by Governor Dayton. Mayor Johannsen updated the council on the approximate release date of the newest version of the Flood Insurance Rate Maps (FIRM).

- d) **FIRE DEPARTMENT:**

**Joint Powers Agreement:** The agreement has been approved by all parties and will go into effect on June 15<sup>th</sup>. Perley-Lee Township Fire and Rescue held an open house on May 1<sup>st</sup> to provide the public with information about the agreement. Fire Chief Smart and Mayor Johannsen attended the open house to answer questions concerning how the agreement will affect the fire departments.

**Township Contract:** The Hendrum Township board has proposed increasing the annual fire protection contract from \$4,500 to \$6,500. Clerk-Treasurer Plemmons will be provided the recommended changes to the contract language in order to have the contract ready to approve and sign at the June meeting.

**Relief Association Bylaws:** The Hendrum Fire Relief Association recently updated their bylaws and presented the approved version to the city council for ratification.

*MOTION: P. Baukol moved; seconded by M. Alm to ratify the Hendrum Firefighter's Relief Association bylaws.*

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

**Applications:** Two applications were reviewed from individuals seeking to join the Hendrum Fire Department.

*MOTION: P. Baukol moved; seconded by M. Smart to hire Thomas Gill and Brian Madison as firefighters and/or first responders of the Hendrum Fire Department.*

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

**Fire Prevention Position:** Due to Tod Harrington's upcoming retirement from the duties of treasurer of the Hendrum Firefighter's Relief Association, the relief association board has asked Keri Plemmons to consider taking on the

responsibility. Officer positions (President, Secretary and Treasurer) can only be held by members of the relief association which consist of employees of the fire department. Minnesota Statute 424A.001, Subd. 10, also considers a “volunteer firefighter” as a person engaged in delivering fire education or prevention services as a member of the fire department. The position of fire prevention officer will need to be created by motion of the city council.

*MOTION: M. Alm moved; seconded by P. Baukol to create the position of fire prevention officer and appoint Keri Plemmons as the fire prevention officer of the Hendrum Fire Department. ALM: aye; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: absent; SMART: aye. MOTION PASSED.*

### **UNFINISHED BUSINESS**

- a) **City Ordinance Violations:** Residents and property owners who received notification of ordinance violations last fall, which were tabled until spring, are to be reviewed. Council has instructed Clerk-Treasurer Plemmons to notify those properties still noncompliant as of last winter with violation notification reminder letters.
- b) **MnDOT Hwy 75 Reconstruction Project:** No update
- c) **Wellhead Protection:** No update.
- d) **Employee Evaluations:** Tabled.
- e) **Dangerous Dog:** Several steps have been taken by the dog owner to register one dog which was deemed a dangerous dog by the council. The dog owner has vaccinated the dog and licensed the dog with the city. The dog has been microchipped and was observed leashed and wearing a muzzle in public. It was indicated by the dog owner that they would meet with the city clerk to talk about what else needs to be done. There are several more steps to take in order to be compliant according to Minnesota statutes and the council has determined that the city will give the dog owner until the June meeting to meet full compliance or the situation will be turned over to the attorney.

### **NEW BUSINESS**

- a) **Building Permits:** A building permit application for new house construction at 120 Hendrum Drive was reviewed.

*MOTION: P. Baukol moved; seconded by M. Smart to approve issuing a building permit for new house construction at 120 Hendrum Drive.*

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

A building permit application for two new storage buildings along Highway 75 (parcel no. 29-4472001) was reviewed.

*MOTION: M. Alm moved; seconded by P. Baukol to approve issuing a building permit for the construction of two new storage buildings on parcel no. 29-4472001.*

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

A building permit application for repairs on the house located at 258 Herbert Street was reviewed.

*MOTION: P. Baukol moved; seconded by M. Smart to approve issuing a building permit for house repairs at 258 Herbert Street.*

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

- b) **USDA Tree Grant:** The Department of Natural Resources was inviting Minnesota communities to apply for grant funds to reduce the impact of emerald ash borer on community forests. Council instructed Clerk-Treasurer Plemmons to complete the three question pre-application due by June 15<sup>th</sup>.
- c) **Camping at City Parks:** Discussion centered around lengthy camping stays at the Hendrum city parks which have no facilities. The city currently has not developed any policies regarding use of these city parks. Clerk-Treasurer Plemmons was instructed to research and bring examples of policies from other cities to the next council meeting for review.
- d) **Donations:** A donation was received by Gary Cares to be applied to the fire department and rescue squad.

*MOTION: M. Smart moved; seconded by P. Baukol to adopt Resolution No. 2018-07: Resolution Accepting Donations by the following roll call vote:*

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

- e) **Canning Street Ditch:** There was a lot of discussion concerning the ditch on Canning Street. No action was taken.

#### **ADJOURNMENT**

P. Baukol moved; seconded by M. Alm to adjourn the meeting at 11:00 p.m. The next regular council meeting will be at 7:30 p.m. on June 11, 2018, in the board room of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer