# REGULAR COUNCIL MEETING January 12, 2015

# CITY OF HENDRUM

Professional Building Board Room: 308 Main St E, Hendrum, MN 56550

**PRESENT:** M. Alm, P. Baukol, C. Johannsen , M. Smart and S. Tommerdahl. Also present: Stash Hempeck, Carter Haugen, Cynthia Julin, C. Woeck, Maintenance Supervisor; and K. Plemmons, Clerk-Treasurer. Absent: None.

**CALL TO ORDER:** Mayor Johannsen called the meeting to order at 7:04pm.

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

**CITIZENS’ FORUM:**

***Stash Hempeck:*** Discussed the 2015 rate of the land lease contract between himself and the City.

***Cynthia Julin:*** Provided a proposal for legal services for the City of Hendrum.

**CONSENT AGENDA:**

*MOTION*:M. Alm moved; seconded by M. Smart to approve the minutes from the public hearing and the regularly scheduled council meetings held on December 8, 2014.

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

**APPROVAL OF AGENDA:**

*MOTION:*S. Tommerdahl moved; seconded by P. Baukol to approve the agenda with the following additions: New Business: F. Stash’s Lease; G. Utility Request; and H. Facebook Page.

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

**REPORTS OF OFFICERS AND DEPARTMENT HEADS:**

**MAINTENANCE REPORT:** The back storage room in the City shop has been insulated and sheet-rocked which should help with heat retention in building. The green pickup has been slipping out of gear and will need to be repaired. This problem may be covered under a recall. The DNR water appropriation permit is due for renewal. C. Woeck also provided some information concerning the requirements to become a building inspector. S. Tommerdahl will research this information before any decisions are made. The MRWA Technical Conference has been scheduled for March 3-5, 2015.

*MOTION:*M. Smart moved; seconded by M. Alm to send C. Woeck to the 2015 MRWA Technical Conference.

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

**CLERK-TREASURER’S REPORT:**

***Monthly Financial Report and Claims:*** K. Plemmons presented the monthly financial report and claims in the amount of $29,178.61.

*MOTION:*M. Alm moved; seconded by S. Tommerdahl to approve the financial report and pay the claims in the amount of $29,178.61.

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

***Voided Checks:*** *The following check numbers have been voided:* None

**LEVEE IMPROVEMENT PROJECT:**

***Operations & Maintenance Agreement:*** The contract between the City of Hendrum and the Wild Rice Watershed District concerning operation and maintenance of the levee was reviewed.

*MOTION:*S. Tommerdahl moved; seconded by M. Alm to approve and sign the operation and maintenance contract between the City of Hendrum and the Wild Rice Watershed District.

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

**ENGINEER’S REPORT:** No report.

**MAYOR’S REPORT:** No report.

FIRE DEPARTMENT: Santa Days was very well attended this year. There are two new members starting new training and a current member working on completing training this year.

POLICE DEPARTMENT: Sheriff Deputy Matt Wagner was in attendance to answer City Council’s questions regarding T. Torgerson’s continuing concerns over his home being broken into and vandalized.

PARK UPDATE: No report

OLD BUSINESS:

Nuisance Violations: Ordinance violations were discussed. Discussion also occurred concerning truck parking and idling during the night in residential areas.

Tax Abatement: Discussion occurred concerning the end-of-the-year application deadline extension for years 2014 and 2015 on the tax abatement approved for Parcel No. 29-4306002.

MOTION: S. Tommerdahl moved; seconded by P. Baukol that Parcel No. 29-4306002 deadline extension for application years 2014 and 2015 ended December 31, 2014,.

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

NEW BUSINESS:

***Annual Appointments and Fee Schedule:*** The annual appointments, designations and fee schedule for 2015 was reviewed and updated.

*MOTION:* P. Baukol moved; seconded by M. Alm to adopt Resolution #2015-01: Annual Appointments and Designations.

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

*MOTION:* M. Smart moved; seconded by S. Tommerdahl to adopt Resolution #2015-02: Fee Schedules.

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

***EDA & Park Operating Budget Transfers:*** The 2015 Hendrum EDA and Hendrum Community Park operation budget transfers were approved.

*MOTION:* M. Alm moved; seconded by P. Baukol to approve the transfer of the first half ($3000.00) of the 2015 Hendrum EDA operating budget and the whole ($1500.00) 2015 Hendrum Community Park operating budget.

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

***Employee Evaluations:*** Evaluation forms were discussed and are to be returned to the mayor by the February meeting.

***CenturyLink Comments/Concerns:*** A notification letter from the State of Minnesota about CenturyLink applying for providing local telephone service to our area was discussed. No comments or action were taken.

***Stash’s Lease:*** *MOTION:* M. Alm moved; seconded by M. Smart to set the 2015 property lease fee at $150.00.

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

***Utility Request:*** A payment arrangement was discussed for Account #1160.

*MOTION:* M. Smart moved; seconded by P. Baukol to agree to a 6-month payment schedule to cover the required deposit for Account #1160.

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

***Facebook Page:*** A member of the Hendrum EDA would like to create a City & EDA facebook page to use as another means of communication for local events and information. The council approved and the City will add a link to the Facebook page on the [www.hendrummn.com](http://www.hendrummn.com) website.

OTHER BUSINESS: None.

ANNOUNCEMENTS:

January 19, 2015 – Martin Luther King Jr. Day - ALL CITY OFFICES CLOSED

February 9, 2015 – Regular Council Meeting

Having no further business, M. Smart moved; seconded by S. Tommerdahl to adjourn at 9:25pm. Motion carried. The above minutes are unofficial until approved at the next regularly scheduled council meeting on February 9, 2015.

Keri Plemmons, City Clerk-Treasurer