

CITY OF HENDRUM
Regular Council Meeting Minutes

July 13, 2020

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum Council at 7:44 pm on July 13, 2020 in the Hendrum Civic Center located at 309 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 Steven Jeffery.

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

The following members of the public were present: Kent Fuchs and Dave Olek representing Fuchs Sanitation.

CONSENT AGENDA

- a) 2020-06-22 Regular Council Meeting Minutes
- b) 2020-06 Maintenance Logs
- c) LMCIT letter regarding membership dues
- d) MDH Sanitary Survey Report for Hendrum Public Water Systems
- e) Public Financial Advisors TIF Management letter

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

BAUKOL: aye; JEFFERY: aye; JOHANNSEN: aye; MAGNELL: absent; SMART: aye. MOTION PASSED.

APPROVAL OF AGENDA

- a) Add to Unfinished Business:

F. Sidewalk Repair

- b) Add to New Business:

E. NWRDC Nomination

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

BAUKOL: aye; JEFFERY: aye; JOHANNSEN: aye; MAGNELL: absent; SMART: aye. MOTION PASSED.

REPORTS OF OFFICERS AND DEPARTMENT HEADS

- A. PUBLIC WORKS:** Water tower inspection and maintenance is scheduled to take place August 5th & 6th. Three hydrants will be getting repaired soon. The hydrants will be

chlorinated and flushed after the hydrant repairs and tower inspection. Maintenance Superintendent Sundblad also submitted a request to take a vacation from July 26th – 31st.

MOTION: P. Baukol moved; seconded by S. Jeffery to authorize Maintenance Superintendent Sundblad to take time off from July 26th through July 31st.

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

B. CLERK-TREASURER:

1. Financial Report & Claims List: The June financial report and July claims list totaling \$22,238.20 were presented for approval.

MOTION: S. Jeffery moved; seconded by M. Smart to approve the June financial report and pay the claims in the amount of \$22,238.20.

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

C. MAYOR: Mayor Johannsen provided an update on the progress for the levee certification. The next part of the process will require a publication regarding the upcoming changes to the FEMA flood plain map. The masonry portion of the brick grill at the park is in the process of being replaced due to the damage that was sustained a few years ago. A local welder has volunteered to weld new lids, grates and pans at material expense for the new grill. Mayor Johannsen purchased blue bulbs for the lights along TH 75 in honor of Cody Holte and other hometown heroes. There has been a positive response from the community. Mr. Johannsen requested reimbursement for the cost of the blue lightbulbs totaling \$204.72.

MOTION: P. Baukol moved; seconded by S. Jeffery to authorize reimbursement for the blue lightbulbs totaling \$204.72 to be paid when a copy of receipts have been submitted to the City Clerk.

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

D. FIRE DEPARTMENT: The regular training schedule has resumed. Hoses were tested during the last training and it was discovered that a gasket on the pumper truck is damaged. At this time the hose on the pumper truck is only operating marginally until the gasket can be repaired. The Fire Relief Association will be grilling food to be available for the Vintage Car Show taking place on July 22nd. They will be accepting Free Will Donations. Two EMT members have put together a rehab bag to be used on scene as necessary during fire calls.

UNFINISHED BUSINESS

A. City Ordinance Violations: The review hearings are scheduled soon for City of Hendrum v. BJM Land Inc. and Mitchell Farms, Inc. and City of Hendrum vs KLA, Inc., Kenneth L Aldrich.

B. MnDOT Hwy 75 Reconstruction Project: Work has progressed on the landscaping and seeding. Concerns regarding the dirt piles that have been created during the landscaping process and how they could potentially get into the storm sewers were discussed. No action was taken.

C. City Street Paving Project: No update.

D. Wellhead Protection: No update.

E. Audit: The council members have had an opportunity to review the 2019 audit report. No questions or concerns were raised.

MOTION: M. Smart moved; seconded by S. Jeffery to accept the 2019 audit report provided by Hoffman, Philipp, & Knutson, PLLC.

BAUKOL: aye; JEFFERY: aye; JOHANNSEN: aye; MAGNELL: absent; SMART: aye. MOTION PASSED.

F. Sidewalk Repair: An estimate from 2 Rivers Construction to repair the damaged sidewalk and curb along the 300 block of Main Street East was reviewed and approved.

MOTION: P. Baukol moved; seconded by M. Smart to accept the estimate from 2 Rivers Construction for \$1,841.00 to repair the sidewalk and curb and authorize Mayor Johannsen to sign the acceptance agreement.

BAUKOL: aye; JEFFERY: aye; JOHANNSEN: aye; MAGNELL: absent; SMART: aye. MOTION PASSED.

NEW BUSINESS

A. Building Permits: Two building permit applications were submitted to be reviewed by the council. Both permits applications were found to be complete and acceptable to the parameters of the Hendrum Zoning Ordinances.

MOTION: S. Jeffery moved; seconded by P. Baukol to issue a building permit for basement repairs at 300 Main Street East.

BAUKOL: aye; JEFFERY: aye; JOHANNSEN: aye; MAGNELL: absent; SMART: aye. MOTION PASSED.

MOTION: M. Smart moved; seconded by S. Jeffery to issue a building permit for foundation repairs at 264 Herbert Street South.

BAUKOL: aye; JEFFERY: aye; JOHANNSEN: aye; MAGNELL: absent; SMART: aye. MOTION PASSED.

B. Donations: Two donations were offered to the city. A resolution to accept the following donations was introduced: American Legion – Holland-Swenson Post No. 434 for \$100.00 to be used for the flags on Main Street; and Jeanne Alm for \$25.00 to be used for flag replacement. Both donations were accepted with gratitude.

MOTION: P. Baukol moved; seconded by M. Smart to adopt Resolution No. 2020-14: Resolution Accepting Donations. By the following roll call vote the resolution was duly adopted and is on file at the City Clerk's office.

BAUKOL: aye; JEFFERY: aye; JOHANNSEN: aye; MAGNELL: absent; SMART: aye. MOTION PASSED.

C. COVID-19 Funding: The City of Hendrum is eligible for a share of federal aid that Minnesota received from the Coronavirus Relief Fund. To apply, the city must certify that they will follow state and federal guidelines for use of the relief funds. Mayor Johannsen tasked the council with generating and bringing ideas on how to use the funds to the table at the August meeting.

MOTION: S. Jeffery moved; seconded by *M. Smart* to authorize Mayor Johannsen to sign the Minnesota Department of Revenue Coronavirus Relief Fund Certification Form to receive the federal aid from the state.

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

D. Fuchs Sanitation Contract: The Solid Waste Collection and Disposal Contract with Fuchs Sanitation is up for renewal. Kent Fuchs and Dave Olek were on hand to introduce a five year contract with the City of Hendrum and to answer any questions from the Council. The new contract will increase garbage rates 14.9% which averages 3% per year of the contract. Mayor Johannsen requested an opportunity to review the contract which is similar to the contracts the City has had in the past and, if there are no apparent issues, to be given authority to sign the contract before July 31st when the old contract expires.

MOTION: M. Smart moved; seconded by *P. Baukol* to authorize Mayor Johannsen and Clerk-Treasurer Plemmons to sign the five year Solid Waste Collection and Disposal Contract with Fuchs Sanitation if the contract seems in order after being reviewed by the mayor.

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

E. NWRDC Nomination: The Northwest Regional Development Commission is seeking nominations for a Municipal Representative from Norman County to serve on the Commission. No nominations from the Hendrum City Council were offered.

ADJOURNMENT

M. Smart moved; seconded by *P. Baukol* to adjourn the meeting at 9:17 pm. The next regular council meeting will be at 7:30 pm on August 10, 2020, in the Hendrum Civic Center located at 309 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer