

**CITY OF HENDRUM**  
**Regular Council Meeting Minutes**  
September 12, 2022

**CALL TO ORDER**

Mayor Johannsen called to order the regular meeting of the City of Hendrum Council at 7:30 pm on September 12, 2022, 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, Brian Schlapkohl, and Mike Smart.

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

The following members of the public were present: Dena Bishop (Sugar Mama Bakery), Steffanie Pederson and Cordel Pederson (Chatty Bells Treats).

**CITIZEN'S FORUM**

Steffanie Pederson and Cordel Pederson were in attendance to inquire about renting use of the commercial kitchen space in the elementary school to craft specialty frozen treats for their business, Chatty Bells Treats. Dena Bishop was in attendance to inquire on renting access to the coolers in the elementary school kitchen for five days in preparation for an event.

**CONSENT AGENDA**

- a) 2022-08-15 Regular Council Meeting Minutes
- b) 2022-08-31 Special Council Meeting Minutes
- c) 2022-08 Maintenance Logs

*MOTION: B. Schlapkohl* moved; seconded by *M. Smart* to make a date correction to the August 31<sup>st</sup> Special Council Meeting Minutes and approve other consent agenda items as presented.

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

**APPROVAL OF AGENDA**

- a) Add to New Business: C. Generator; D. Open Gym; E. Vacated Council Seat; F. Kitchen Use

*MOTION: P. Baukol* moved; seconded by *B. Schlapkohl* to approve the agenda with the listed additions.

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

## REPORTS OF OFFICERS AND DEPARTMENT HEADS

**A. PUBLIC WORKS:** The new pump in the 1978 well had a wiring issue that has been corrected. Damage to the batwing mower is getting repaired. An unidentified individual drove off with the downspout, from the public water fill station, while it was still attached to their vehicle which damaged the downspout. The water meter at the station has also stopped working. Council decided to close the public water fill station for the season and reevaluate whether the usage fees are covering the expense of maintaining this public service.

### **B. CLERK-TREASURER:**

**a) Financial Report & Claims List:** The August financial report and September claims lists totaling \$67,671.17 were presented for approval.

*MOTION: P. Baukol* moved; seconded by *M. Smart* to approve the August financial report and pay the following claims totaling \$67,671.17:

<u>Claim #</u>	<u>Vendor</u>	<u>Total</u>
3822	Red River Valley Cooperative Power	\$2,989.66
3823	Fuch's Sanitation, Inc.	\$2,131.12
3824	Hendrum EDA	\$242.00
3825	Red River Valley Cooperative Power	\$189.72
3826	Red River Valley Cooperative Power	\$112.88
3827	Valley General Store	\$147.85
3828	Valley United Co-op	\$352.95
3829	McCollum Hardware, Inc	\$95.09
3830	Ada Auto Value	\$32.97
3831	Nepstad Oil	\$404.33
3832	PERA	\$526.83
3833	Nida Storsved	\$21.25
3834	Lynnette Sandhofner	\$21.25
3835	Christy Underlee	\$21.25
3836	Darlene Gunderson	\$21.25
3837	Howard Tommerdahl	\$124.00
3838	Keri Plemmons	\$106.25
3839	Nepstad Oil	\$696.50
3840	Nepstad Oil	\$298.50
3841	Nepstad Oil	\$646.57
3842	Nepstad Oil	\$299.75
3843	Dollar General Store	\$68.56
3844	McCollum Hardware, Inc	\$24.99
3845	arvig	\$4.95
3846	Thein Well	\$16,944.69

3847	Industrial Chem Labs	\$680.51
3848	Loffler Companies Inc.	\$178.22
3849	Postmaster	\$5.10
3850	Tank's Barley House	\$48.80
3851	Postmaster	\$60.00
3852	Clark's Excavating & Septic Pumping	\$225.00
3853	Amazon.com	\$15.55
3854	Amazon.com	\$28.97
3855	Nepstad Oil	\$344.73
3856	Nepstad Oil	\$27,460.98
3857	Minnesota Department of Health	\$313.00
3858	City of Hendrum	\$102.41
3859	Postmaster	\$88.00
3860	Phone.com	\$193.69
3861	Eggen Heating and Air Conditioning	\$472.50
3862	Verizon Wireless	\$201.47
3863	Northwestern Bank	\$10.00
3864	Norman County Index	\$175.50
3865	Industrial Chem Labs	\$937.82
3866	Valley General Store	\$221.43
3867	PERA	\$556.01
3868	Internal Revenue Service	\$1,942.44
3869	RMB Environmental Laboratories, Inc	\$95.83
3870	Nardini Fire Equipment	\$350.00
3871	Red River Valley Cooperative Power	\$127.04
3872	Red River Valley Cooperative Power	\$2,829.93
3873	Fuch's Sanitation, Inc.	\$2,131.12
3874	Gopher State One-Call	\$2.70
3875	Nepstad Oil	\$380.00
3876	Postmaster	\$18.20
3877	Sam's Club	\$89.81
3878	USABlueBook	\$193.63
3879	League of MN Cities	\$30.00
3880	League of MN Cities	\$477.00
3881	Ada Building Center	\$134.92
3882	Titan Machinery-Ada	\$23.70

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

**C. MAYOR:** No update.

**D. FIRE DEPARTMENT:** The Hendrum Fire Relief Association plans to purchase five air bottles for the Hendrum Fire Department to replace expired air bottles.

**a) Simplot Building Donation:** No update.

## UNFINISHED BUSINESS

- A. **City Ordinance Violations:** No update.
- B. **City Street Paving Project:** No update.
- C. **Proposed Water Supply Project:** No update.
- D. **Elementary School:** The “Save the Building” committee has a meeting scheduled for September 27<sup>th</sup> at 6:00 pm in the school library. Discussion took place about getting the kitchen certified and to consider operating the space as a shared use commercial kitchen to offer a place for a variety of small businesses to be able to create their goods in a licensed facility without the major overhead expenses of setting up their own kitchen.
- E. **Levee Inspection:** The Wild Rice Watershed District expects to receive the inspection report in September.
- F. **Conditional Use Permit\_130 Park Ave W:** A resolution approving a Conditional Use Permit for Hendrum Auto Sales was introduced for approval.

*MOTION: B. Schlapkohl moved; seconded by P. Baukol to adopt Resolution No. 2022-14: Resolution Approving a Conditional Use Permit for Hendrum Auto Sales. By the following roll call vote the resolution was duly adopted and on file at the city clerk’s office.*

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

## NEW BUSINESS

- A. **Certify Preliminary Levy:** The preliminary levy was set with a 1.1% tax levy increase for 2023.

*MOTION: P. Baukol moved; seconded by M. Smart to certify the levy for the City of Hendrum for the year 2023 at the following amounts: Revenue (116,046), Fire (\$12,995), and Police (\$9,245) for a gross levy totaling \$138,283.*

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

- B. **Wellhead Protection Grant:** A source water protection plan implementation grant application was submitted to the Minnesota Department of Health (MDH) on September 1<sup>st</sup> requesting \$10,000 to purchase and install a generator for the water distribution system. The city expects to hear back on the MDH decision in October.
- C. **Generator:** Councilmember Smart reported that Minnesota Department of Natural Resources (DNR) has two 30kw generators available for purchase that are less than five years old that would work as a backup system for the lift stations and well during a power outage. If purchased at \$1,700 each, the DNR will deliver the generators to the city and haul away the large generator that no longer works.

*MOTION: P. Baukol moved; seconded by B. Schlapkohl to purchase two 30kw generators from the Minnesota DNR at \$1,700 each.*

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

**D. Open Gym:** Council discussed when to restart open gym.

*MOTION: M. Smart* moved; seconded by *P. Baukol* to hold open gym on Wednesdays from 7pm – 9pm and Sundays from 1pm – 5pm beginning Wednesday, November 2<sup>nd</sup>.

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

**E. Vacated Council Seat:** It has been reported that Steve Jeffery no longer resides within the City of Hendrum.

**F. Kitchen Use:** Dena Bishop's request to use the cooler in the elementary school kitchen for five days and prepare food on one of the days was approved and a fee was set.

*MOTION: B. Schlapkohl* moved; seconded by *P. Baukol* to authorize use of the school kitchen from September 13 – 17 for a \$50.00 fee.

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

## **ADJOURNMENT**

*M. Smart* moved; seconded by *P. Baukol* to adjourn the meeting at 10:11 pm. The next regular council meeting will be held at 7:30 pm on October 10, 2022, in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer