# REGULAR COUNCIL MEETING February 10, 2014

# CITY OF HENDRUM

308 Main St E.

PO Box 100

Hendrum, MN 56550

**PRESENT:** M. Alm, C. Johannsen, M. Smart, and S. Tommerdahl. Also present: Stash Hempeck; Howard Tommerdahl; Don Merkens from Kappes-Leiran Insurance Agency; Keri Plemmons, Clerk-Treasurer; Absent: K. Kjersten.

**CALL TO ORDER:** Mayor Johannsen called the meeting to order at 7:11 P.M.

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

**CITIZENS’ FORUM:**

***S. Hempeck:*** Came to request permission to collect leaves from the park and to put a gate up on the camp property. He also had concerns about the ice dam left by the grader in front of his driveway.

***H. Tommerdahl****:* Is interested in building 1-2 storage sheds on his property in the West Acres Addition as a terminal for temporary storage of hay and straw and will need a variance for gravel instead of cement floors. A possible tax abatement was discussed.

**CONSENT AGENDA:**

*MOTION*:S. Tommerdahl moved; seconded by M. Smart, to approve the minutes from the regularly scheduled council meeting on January 6, 2014.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None. Absent: Kjersten.

*MOTION DECLARED PASSED*

**APPROVAL OF AGENDA:**

*MOTION:*M. Smart moved; seconded by M. Alm, to approve the Agenda as presented.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None. Absent: Kjersten.

*MOTION DECLARED PASSED*

**REPORTS OF OFFICERS AND DEPARTMENT HEADS:**

**CLERK-TREASURER’S REPORT:**

***Monthly Financial Report and Claims:*** K.Plemmons presented the monthly financial report and claims in the amount of $83,472.75.

*MOTION:*M. Alm moved; seconded by M. Smart, to approve the financial report and pay the claims in the amount of $83,472.75.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None. Absent: Kjersten.

*MOTION DECLARED PASSED*

***Voided Checks:*** 13220, 13273

***Past Due Accounts:*** Discussion and review of past due accounts by the Council determined that letters will be mailed out reminding residents with accounts more than 2 (two) months past due that they will need to bring their account current or they will be scheduled for shut-off. Property owners will have until April 8, 2014 to bring their account current or the owed balance will be added to their property taxes in addition to having their water shut off.

***Notary:***

*MOTION:* M. Smart moved; seconded by M. Alm to have K. Plemmons apply to become an official notary.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None. Absent: Kjersten.

*MOTION DECLARED PASSED*

**LEVEE IMPROVEMENT PROJECT:** At this point flood maps are not going into effect in 2014. FEMA will give the city a 6 month notice before the new 100 year flood maps go into effect. The Wild Rice Watershed district is going back to the state to request funding for road raises by coordinating with Norman County and MNDot’s scheduled road surfacing project. On February 26-27, 2014, Mayor Johannsen would like to attend Lobbying day at the Capitol. He will be lobbying for a law change to authorize funding of dike certifications.

*MOTION:* S. Tommerdahl moved; seconded by M. Alm to send C. Johannsen to the capital on February 26-27, 2014 for lobbying purposes.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None. Absent: Kjersten.

*MOTION DECLARED PASSED*

**ENGINEER’S REPORT:** No report.

**MAYOR’S REPORT:** No report.

**MAINTENANCE REPORT:**

***Wastewater Conference:***

*MOTION:*S. Tommerdahl moved; seconded by M. Smart, to authorize Jeff to attend the MRWA Wastewater Conference on March 4-6, 2014 in St. Cloud.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None. Absent: Kjersten.

*MOTION DECLARED PASSED*

***New Holland Tractor:*** Discussion took place concerning the faulty clutch on the tractor. J. Johnson and M. Smart are working with J. Clark and Titan Machinery to get the problem settled.

***Water Testing:*** The Minnesota Dept. of Health is requesting to conduct a pilot study on Hendrum’s water at no cost to the city. Hendrum was randomly selected for the study.

***Truck:*** The city truck is in the shop getting the rear wheel bearing and rear brakes replaced.

**FIRE DEPARTMENT:**

The Pancake Brunch will be held on February 16, 2014 from 9 am – 1 pm at the NCW Elementary School.

**POLICE DEPARTMENT:**

***Tahoe:*** M. Smart is beginning to look for a used Tahoe or Expedition to replace the old vehicle.

**PARK UPDATE:** Mayor Johannsen stated that he is still attempting to schedule a Park Board meeting to authorize transfers.

**OLD BUSINESS:**

***Nuisance Violations:*** On hold until spring.

***Survey:*** On hold until spring.

***Civic Center Restroom Remodel:*** A grant approving $2,744.27 for an automatic door was received. The rest of the requested funding to make the restrooms handicapped accessible was not approved. Mayor Johannsen will obtain quotes for automatic door installation so the council can decide whether or not to accept the grant at the March meeting.

***Ordinance Work Session:*** Research needs to be done to ensure that the burning ordinance that is being worked on is in compliance with previous ordinances. Mayor Johannsen will try to get a copy of the revised nuisance ordinance ready for the next meeting.

**NEW BUSINESS:**

***City Insurance:*** Don Merkens went through the various insurance coverage options and a tort limit liability coverage waiver form.

*MOTION:* M. Smart moved; seconded by S. Tommerdahl to approve signing the tort limit liability coverage waiver form.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None. Absent: Kjersten.

*MOTION DECLARED PASSED*

***Approve 2013 Financial Report:***

*MOTION:* S. Tommerdahl moved; seconded by M. Alm to approve the 2013 Year End Financial Report.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None. Absent: Kjersten.

*MOTION DECLARED PASSED*

***Employee Evaluation:*** The evaluations need to be turned in to C. Johannsen by the end of the month.

***Safety Loss and Control Workshop:*** LMCIT is hosting a Safety and Loss Control workshop on March 26, 2014 in Fergus Falls for $20 per person.

*MOTION:* M. Smart moved; seconded by M. Alm to authorize any city employee or council member to attend if interested.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None. Absent: Kjersten.

*MOTION DECLARED PASSED*

***West Acres Lots*:** The council discussed how long to wait before requiring commercial property to be developed.

***Update Pre-Approved Bills:***

*MOTION:* M. Smart moved; seconded by S. Tommerdahl to authorize payment of Red River Valley Coop Electric, arvig, and Verizon bills as they come due.

Ayes: Alm, Johannsen, Smart, and Tommerdahl. Nays: None. Absent: Kjersten.

*MOTION DECLARED PASSED*

**OTHER BUSINESS**: None.

**ANNOUNCEMENTS:**

February 17, 2014 – Presidents’ Day (all offices closed)

March 10, 2014 – Regular Council Meeting

Having no further business, M. Smart moved; seconded by M. Alm to adjourn. Motion carried; the meeting adjourned at 10:10 P.M. The above minutes are unofficial until approved at the next regularly scheduled council meeting on March 10, 2014.

Respectfully Submitted,

Keri Plemmons

City Clerk-Treasurer