

CITY OF HENDRUM

Regular Council Meeting Minutes

March 9, 2020

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum Council at 7:11 pm on March 9, 2020 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 Steven Jeffery.

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

CONSENT AGENDA

- a) 2020-02-10 Regular Council Meeting Minutes
- b) 2020-02 Maintenance Logs
- c) 2020-02-20 Government Auditing Standards letter from Hoffman, Philipp, & Knutson, PLLC
- d) 2020-02-11 Local Board of Appeal & Equalization requirements letter from the Norman County Assessor

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

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

APPROVAL OF AGENDA

MOTION: S. Jeffery moved; seconded by *P. Baukol* to approve the agenda as presented.

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

REPORTS OF OFFICERS AND DEPARTMENT HEADS

- A. PUBLIC WORKS:** The state government is in the process of passing legislation to reduce the amount of fluoride levels required in the water system. However fluoride supplies will still need to be replenished.

MOTION: M. Smart moved; seconded by *S. Jeffery* to authorize the purchase of ten gallons of fluoride.

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

B. CLERK-TREASURER:

- 1. Financial Report & Claims List:** The February financial report and March claims list totaling \$30,105.64 was presented for approval. Claim number 2675 from MVM

Contracting, Inc. for \$15,450.00 was removed from the approved claims list until further information is obtained.

MOTION: P. Baukol moved; seconded by *S. Jeffery* to approve the February financial report and pay the claims in the amount of \$14,655.64.

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

C. MAYOR: No report.

D. FIRE DEPARTMENT: The Hendrum Firemen's Relief Association is preparing to host the 22nd annual Steak Supper Fundraiser.

UNFINISHED BUSINESS

A. City Ordinance Violations: The meeting was closed for reasons of attorney client privilege.

MOTION: M. Smart moved; seconded by *P. Baukol* to close the meeting at 7:59 pm as permitted by MN Stat. 13D.05, subd. 3(b), for reasons of attorney client privilege, to discuss the ongoing matter of City of Hendrum v. BJM Land Inc. and Mitchell Farms, Inc.

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

MOTION: S. Jeffery moved; seconded by *P. Baukol* to reopen the meeting at 8:19 pm.

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

B. MnDOT Hwy 75 Reconstruction Project: No update.

C. City Street Paving Project: Three different geotechnical firms were contacted for bids to perform soil borings/asphalt core work in Hendrum. Two proposals were received from Northern Technologies (NTI) and Terracon. Mr. Berube, the city engineer from Moore Engineering, recommended accepting the bid to hire NTI as that bid was three hundred and ninety dollars (\$390) lower than the other bid and both companies would be able to provide Hendrum with what was needed. After reviewing both proposals, the council awarded the bid to Northern Technologies.

MOTION: P. Baukol moved; seconded by *S. Jeffery* to accept the proposal for the geotechnical exploration from Northern Technologies with a June 26, 2020, completion date in the amount of four thousand eight hundred and forty dollars (\$4,840) and to authorize Mayor Johannsen to sign any documentation necessary to effectuate the acceptance.

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

D. Wellhead Protection: A letter dated February 13, 2020, was received from the Minnesota Department of Health (MDH) granting the extension of the wellhead protection planning completion date to December 31, 2021. The extension was granted because of inadequate resources at MDH to provide technical assistance to the city that has delayed completion of our wellhead protection plan.

E. Haying Lease: Notice was given via publishing and posting that the City Council of the City of Hendrum will be accepting sealed bids for an annual haying agreement of the City of

Hendrum retention ponds until 12:00 pm, on Monday, March 9th, 2020. One sealed bid was received. The bid was opened, reviewed by the council which deemed the terms acceptable. In addition, the council decided to offer a three year term for the agreement.

MOTION: S. Jeffery moved; seconded by M. Smart to award the bid to hay the retention ponds to Howard Tommerdahl for nine hundred and ten dollars (\$910) per year for three years.

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

NEW BUSINESS:

- A. Potential 2020 Spring Flood:** A resolution declaring a State of Emergency for the City of Hendrum in preparation for a potential flooding event where the City may be required to spend funds beyond normal budgets for equipment and materials necessary to protect public health and safety was submitted for consideration.

MOTION: P. Baukol moved; seconded by M. Smart to adopt Resolution No. 2020-09: Resolution Declaring a State of Emergency for the City of Hendrum. By the following roll call vote the resolution was duly adopted and on file at the City Clerk's office.

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

- B. Maintenance Summer Help:** Council instructed Clerk-Treasurer Plemmons to advertise for Seasonal Summer Help for two non-consecutive weeks requesting applications for the position to be returned to the City Clerk's office by noon on April 13th, 2020.

MOTION: M. Smart moved; seconded by P. Baukol to advertise for Seasonal Summer Help in the official city newspaper for two non-consecutive weeks and post the help wanted ad on the bulletin boards with the application to be returned to the City Clerk's office no later than noon on April 13th.

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

- C. Tax Anticipation Certificate Resolution:** A resolution to issue certificates of indebtedness pursuant to Minnesota Statutes Section 412.261 in anticipation of the collection of taxes levied was submitted for consideration.

MOTION: M. Smart moved; seconded by S. Jeffery to adopt Resolution No. 2020-08: Resolution Issuing Tax-Anticipation Certificates. By the following roll call vote the resolution was duly adopted and on file at the City Clerk's office.

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

- D. Liquor License:** Tank's Barley House has submitted an application for an On-Sale, Off-Sale and Sunday Sale Liquor License within the City of Hendrum.

MOTION: M. Smart moved; seconded by P. Baukol to approve an On-sale, off-sale, and Sunday liquor sales license from March 1, 2020 through March 1, 2021 for Tanks Barley House.

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

ADJOURNMENT

M. Smart moved; seconded by *P. Baukol* to adjourn the meeting at 9:27 pm. The next regular council meeting will be at 7:30 pm on April 13, 2020, in the board room of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer