

CITY OF HENDRUM
Regular Council Meeting Minutes
December 18, 2024

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum Council at 7:05 P.M. on December 18, 2024, 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, Lues Lopez, Curt Johannsen, and Mike Smart.

The following city personnel were present: Keri Plemmons, Clerk-Treasurer and Dustin Reinhart, Maintenance Assistant.

The following members of the public were present: Stephanie Kaasa, and Caroline Gammon.

CITIZEN'S FORUM

- Caroline Gammon attended the meeting to learn about the decision regarding the property sale discussed during the EDA meeting's public hearing. She was informed that there was no feedback against the sale and that the EDA board is in favor. However, a concern raised by the county auditor-treasurer needs to be addressed by the city attorney before final approval can be given in January.

CONSENT AGENDA

- a) 2024-11-04 Special Council Meeting Minutes
- b) 2024-11-13 Special Meeting Minutes
- c) 2024-11-20 Regular Council Meeting Minutes
- d) 2024-11 Maintenance Logs

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

BAUKOL: aye; JOHANNSEN: aye; LOPEZ: aye; SCHLAPKOHL: absent; SMART: aye. MOTION PASSED.

APPROVAL OF AGENDA

- a) Add to New Business: **D. January Meeting Date**

MOTION: P. Baukol moved; seconded by M. Smart to approve the agenda with the listed addition.

BAUKOL: aye; JOHANNSEN: aye; LOPEZ: aye; SCHLAPKOHL: absent; SMART: aye. MOTION PASSED.

REPORTS OF OFFICERS AND DEPARTMENT HEADS

A. PUBLIC WORKS:

- There was a discussion on whether the quote had been requested for the lift station emergency discharge piping.
- An update on the new propane generator installation was provided. The generator is operational, with temporary propane and electrical connections due to frozen ground. A maintenance agreement with Clearbrook Electric was approved, opting for the gold package for better coverage and battery replacement.

MOTION: M. Smart moved; seconded by P. Baukol to authorize entering into a 3-year scheduled maintenance agreement with Clearbrook Electric under the Gold Service plan.

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

- The plan to move the old generator to the south lift station and store it on a trailer for mobility was discussed.
- Issues with parked vehicles on Great Northern Drive and snow removal were addressed. Notices will be sent to the property owners.

B. CLERK-TREASURER:

- 1. Financial Report & Claims List:** The November financial report and December claims list totaling \$91,941.95 were presented for approval.

MOTION: P. Baukol moved; seconded by M. Smart to approve the November financial report and pay the following claims totaling \$91,941.95:

<u>Claim #</u>	<u>Vendor</u>	<u>Total</u>
4949	PERA	\$686.56
4950	Shane Carlson	\$166.50
4951	Nida Storsved	\$22.11
4952	Christy Underlee	\$22.11
4953	Keri Plemmons	\$22.11
4954	League of MN Cities Insurance Trust	\$37,289.00
4955	Hendrum EDA	\$242.00
4956	USPS	\$112.00
4957	USPS	\$146.00
4958	Northwest Iron Fireman, Inc	\$1,376.00
4959	Northwestern Bank	\$10.00
4960	PERA	\$717.62
4961	Internal Revenue Service	\$1,954.98
4962	Verizon Wireless	\$41.62
4963	United Lease and Finance, Inc	\$4,529.44
4964	United Lease and Finance, Inc	\$1,906.00
4965	MSCTC	\$800.00
4966	Grainger	\$871.02
4967	Moore Engineering, Inc.	\$30,300.00
4968	Kotaco Fuels	\$639.32
4969	City of Hendrum	\$110.73

4970	Keri Plemmons	\$22.11
4971	Active911, Inc	\$236.25
4972	Minnesota Department of Health	\$313.00
4973	RMB Environmental Laboratories, Ince	\$182.88
4974	Minnesota Department of Health	\$590.00
4975	Kotaco Fuels	\$210.87
4976	Amazon.com	\$148.86
4977	Grainger	\$39.26
4978	USABlueBook	\$194.21
4979	Pirate Ship	\$8.68
4980	RMB Environmental Laboratories, Inc	\$20.00
4981	Fuch's Sanitation, Inc	\$2,198.26
4982	Gopher State One-Call	\$2.70
4983	Burnn Boiler & Mechanical	\$4,651.85
4984	Kotaco Fuels	\$157.90
4985	VIA Actuarial Solutions	\$1,000

BAUKOL: *aye*; JOHANNEN: *aye*; LOPEZ: *aye*; SCHLAPKOHL: *absent*; SMART: *aye*. **MOTION PASSED.**

C. MAYOR: No update as there is nothing new to report beyond what was already on the agenda.

FIRE DEPARTMENT:

- The fire alarm system at the Infinity Center had issues, leading to multiple false alarms. Nardini Fire Equipment replaced a faulty heat detector and will schedule a full inspection.
- The pension accounting report was reviewed and approved.

MOTION: *M. Smart* moved; seconded by *P. Baukol* to approve the pension accounting report.

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

UNFINISHED BUSINESS

A. City Ordinance Violations:

- Current ongoing violations were tabled due to winter conditions.
- Two new notices concerning snow removal obstructions will be sent to the property owners.

MOTION: *P. Baukol* moved; seconded by *M. Smart* to send a notice to the property owner at 433 Gordon St W regarding parked vehicles blocking the end of Great Northern Drive which accesses the retention pond where snow is stored and to 437 Gordon St W regarding a basketball hoop which is stored too close to the edge of Gordon Street and is partially obstructing snow removal operations.

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

B. City Street Paving Project: No update.

C. Rural Water Supply Project: The city engineer is working on the feasibility study, which is expected to be completed by the end of the year. The study will help determine the best approach forward regarding the city's water supply.

D. Infinity Center:

- **Gymnasium Roof Repair:** Mayor Johannsen is finalizing the grant application to the Dekko Foundation. The grant aims to secure funds to repair parts of the Infinity Center roof that are not covered by insurance.
- **Proposed Daycare:** The proposed daycare plans to open soon. The owner was present at the Deck the Halls event, where she provided tours and signed a few contracts. She has passed her inspections, and the exact opening date will be confirmed soon.
- **Boiler:** The boiler is functioning well, but there is an issue with a compressor in the penthouse that needs attention. Some tests were conducted, and the problem may be with the pressure switch.
- **Yoga Classes:** A yoga instructor is interested in renting a room in the Infinity Center to conduct yoga classes. Further updates are expected by the January meeting.

NEW BUSINESS

- A. Donation Resolution:** The council accepted the \$250 donation from the Borup Community Club to the gaming account.

MOTION: P. Baukol moved; seconded by *L. Lopez* to adopt Resolution No. 2024-12: Resolution Approving Accepting Donations. On the following roll call vote, the resolution was duly adopted and is on file at the City Clerk's office.

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

- A. 2025 Utility Billing Rates:** A resolution to set the utility bill rates for 2025 included changes to several rates with the total bill increasing to \$114.00 a month.

MOTION: P. Baukol moved; seconded by *M. Smart* to adopt Resolution No. 2024-13: Resolution Setting Utility Billing Rates for 2025. On the following roll call vote, the resolution was duly adopted and is on file at the City Clerk's office.

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

- B. 2025 Budget & Tax Levy:** The final 2025 budget was approved, and no changes were made to the preliminary 2025 property tax levy certified in September.

MOTION: M. Smart moved; seconded by *P. Baukol* to adopt Resolution No. 2024-14: Resolution Approving 2024 Tax Levy Payable in 2025. On the following roll call vote, the resolution was duly adopted and is on file at the City Clerk's office.

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

MOTION: P. Baukol moved; seconded by *M. Smart* to adopt Resolution No. 2024-15: Resolution Adopting 2025 Budget. On the following roll call vote, the resolution was duly adopted and is on file at the City Clerk's office.

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

C. January Meeting Date: The January meeting date was changed from the 15th to the 22nd at 7:00 P.M.

MOTION: M. Smart moved; seconded by *P. Baukol* to schedule the next meeting for Wednesday, January 22nd at 7:00 P.M.

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

ADJOURNMENT

P. Baukol moved; seconded by *L. Lopez* to adjourn the meeting at 8:02 P.M. The next regular council meeting will be held at 7:00 P.M. on January 22, 2025, in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer