

# CITY OF HENDRUM

## Regular Council Meeting Minutes

November 14, 2018

### CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum council at 7:04 pm on November 14, 2018 in the Professional Building board room 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 Milton Alm( arrived 7:10 pm)

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

The following members of the public were present: John Pauna, Moore Engineering and Steve Jeffery

### CONSENT AGENDA

- a) October 8, 2018, Regular Council Meeting Minutes
- b) October 2018 Maintenance Logs

*MOTION: M. Smart moved; seconded by P. Baukol to approve the listed consent agenda items. ALM: absent; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: absent; SMART: aye. MOTION PASSED.*

### APPROVAL OF AGENDA

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

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

### REPORTS OF OFFICERS AND DEPARTMENT HEADS

- a) **PUBLIC WORKS:** The hydrants are getting winterized and the park and public water fill station have been winterized and closed for the season. Maintenance Supervisor Sundblad has successfully passed the water supply system operator exam to become a licensed water operator.
- b) **CLERK-TREASURER:** The October financial report and November claims list totaling \$32,110.50 was presented for approval.

*MOTION: M. Smart moved; seconded by M. Alm to approve the October financial report and November claims list as presented.*

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

- c) **MAYOR:** A copy of the letter sent to FEMA requesting an extension on the issuance date of the updated FIRMs due to the TH 75 Reconstruction and Grade Raise Project

which will complete the final requirements needed to be able to proceed with certifying the levee was also sent to Minnesota's congressional leaders. This correspondence generated additional action in the form of an official request to delay finalizing the FIRM until the projects are completed from several of Minnesota's congressional leaders to the head of FEMA.

- d) **FIRE DEPARTMENT:** Almost all the batteries for the "Change Your Clock – Change Your Batteries" promotion through Energizer have been passed out to members of the community. The Hendrum Firefighter's Relief Association is intending to purchase equipment in the form of an indoor/outdoor security camera system to be donated to the city and installed at the Hendrum Civic Center/Fire Hall.

### UNFINISHED BUSINESS

- a) **City Ordinance Violations:** Open ordinance violation files were reviewed and updated. One violation required council action to send the file to the attorney.

*MOTION:* M. Alm moved; seconded by M. Smart to adopt Resolution No. 2018-22: Order to Find Public Nuisance at 225 Herbert Street North under City of Hendrum Ordinance No. 80. By the following roll call vote the resolution was duly adopted and on file at the City Clerk's office.

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

- b) **MnDOT Hwy 75 Reconstruction Project:** John Pauna from Moore Engineering brought a proposal to provide civil engineering design services for replacing the water and sewer lines under Highway 75 which will get incorporated into MnDOT's reconstruction project. The expense for the engineering services is fourteen thousand dollars (\$14,000).

*MOTION:* M. Alm moved; seconded by P. Baukol to accept the proposal from Moore Engineering to provide Civil Engineering design services for the HWY 75 utility improvements and authorize Mayor Johannsen to sign the acceptance portion of the letter agreement.

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

- c) **Wellhead Protection:** No update.

- d) **Lease Property:** Discussion ensued concerning whether or not to consider leasing the property again. No action was taken.

- e) **Tax Forfeiture Property:** Mayor Johannsen attended the Norman County Commissioner's meeting to discuss the request by the city to purchase tax-forfeited PID 29-4420000 in order to correct blighted conditions and make the property saleable for new home construction. The request was approved. The council discussed boarding up the door when the final paperwork to transfer ownership is completed. Action to correct the blighted conditions will be addressed at a later date.

- f) **City Pickup:** Council discussed waiting until the 2019 budget cycle to purchase a city pickup and to finalize a purchase by spring. No action was taken.

## NEW BUSINESS

- a) **Dangerous Dogs:** The city received an incident report dated October 29<sup>th</sup> from the Norman County Sheriff's Office concerning two dogs attacking another dog and scratching a girl while out walking along a public street. After reviewing the incident report, the city council concluded that the dogs involved in the incident are a danger to the safety of the public and are hereby declared to be potentially dangerous dogs. Clerk-Treasurer Plemmons was instructed to notify the dogs' owner of the declaration and the statutory requirements to register and maintain potentially dangerous dogs within the city limits.

*MOTION:* M. Smart moved; seconded by M. Alm to adopt Resolution No. 2018-24: Resolution to Declare Potentially Dangerous Dogs. By the following roll call vote the resolution was duly adopted and on file at the City Clerk's office.

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

- b) **Canvassing Election Returns:** On Election Day November 6<sup>th</sup>, there were 185 registered voters at the time the polls opened and 13 new registrants were processed by the time the polls closed. A total of 133 votes were recorded on Election Day and zero absentee ballots were reported received by Norman County. Clerk-Treasurer Plemmons in her role as the elections administrator presented the result tapes of ballots cast in the November 6, 2018, General Election as well as the election summary statements having been sworn to by the election judges. The total votes cast for the municipal offices voted upon are as follows:

**For Council Member (2 elected for 4 year terms):**

Steve Jeffery	(65 votes)
Milton (Mick) Alm	(60 votes)
Paul Baukol	(77 votes);
Write In	(8 votes with no individual receiving more than 1 vote)

The city council having canvassed the election returns declared the totals listed above to be deemed to be correct, the election was deemed to be valid, and the winners of the election are declared to be as follows:

**For Council Members:** Paul Baukol and Steve Jeffery.

*MOTION:* M. Smart moved; seconded by M. Alm to certify the election returns and declare the results of the 2018 General Election for City of Hendrum Council Member Offices.

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

- c) **Polling Place:** Minnesota cities are required by state statute to annually establish polling places for the following year by ordinance or resolution no later than December 31<sup>st</sup>.

*MOTION: P. Baukol moved; seconded by M. Smart to adopt Resolution No. 2018-23: Resolution Designating the Polling Place for Election Year 2019. By the following roll call vote the resolution was duly adopted and on file at the City Clerk's office.*

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

- d) **Annual Meeting Date:** A request was made by Mayor Johannsen to change the annual meeting date due to a scheduling conflict. It was determined to change the meeting date from January 14, 2019 to January 23, 2019.

*MOTION: P. Baukol moved; seconded by M. Smart to set the annual meeting date to be held on January 23, 2019, at 7:00 pm.*

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

#### **ADJOURNMENT**

*M. Alm moved; seconded by P. Baukol to adjourn the meeting at 9:26 pm. The next regular council meeting will be at 7:00 pm on December 10, 2018, in the board room of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.*

Minutes submitted by: Keri Plemmons, Clerk-Treasurer