# REGULAR COUNCIL MEETING July 14, 2014

# CITY OF HENDRUM

Professional Building Board Room: 308 Main St E, Hendrum, MN 56550

**PRESENT:** M. Alm, P. Baukol, C. Johannsen, M. Smart, and S. Tommerdahl. Also present: A. Stordahl; N. Reyes; C. Woeck, Maintenance Assistant; and K. Plemmons, Clerk-Treasurer. Absent: None.

**CALL TO ORDER:** Mayor Johannsen called the meeting to at 7:32 P.M.

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

**OATH OF OFFICE:** Keri Plemmons administered the Oath of Office to interim council member Paul Baukol.

**CITIZENS’ FORUM:** *None*

**CONSENT AGENDA:**

*MOTION*:M. Alm moved; seconded by M. Smart to approve the minutes from the regularly scheduled council meeting, as read, and the special council meeting, as amended, on June 16, 2014.

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

*MOTION DECLARED PASSED*

**APPROVAL OF AGENDA:**

*MOTION:*M. Smart moved; seconded by S. Tommerdahl to approve the Agenda with the following additions: Consent Agenda: New Business: C. Lagoon; and D. Election Judge Resolution.

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

*MOTION DECLARED PASSED*

**REPORTS OF OFFICERS AND DEPARTMENT HEADS:**

**MAINTENANCE REPORT:**

The lagoon looks in great shape. The mosquito spraying is in action now. PeopleService is coming for 2 hours per week for training and water/wastewater licensed activities. The water tower was serviced and one light was replaced.

**CLERK-TREASURER’S REPORT:**

***Monthly Financial Report and Claims:*** K. Plemmons presented the monthly financial report and claims in the amount of $65,163.08.

*MOTION:*M. Alm moved; seconded by S. Tommerdahl to approve the financial report and pay the claims in the amount of $65,163.08.

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

*MOTION DECLARED PASSED*

***Voided Checks:*** *The following check numbers have been voided:* 13421

***Delinquent Utilities:*** Delinquent utilities were reviewed. The council was approached to consider an arrangement for utility account 1025. Account 1010 will receive a shut-off notice.

*MOTION:* M. Smart moved; seconded by M. Alm to enter into a payment agreement for $100 per month to be paid on account 1025 beginning August 15, 2014, with the agreement to be reviewed in 6 months. A notice will be sent when the 6 month account review period arrives.

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

*MOTION DECLARED PASSED*

**LEVEE IMPROVEMENT PROJECT:** Due to safety concerns, the Wild Rice Watershed District will be apportioning extra grant money to make improvements to the storm sewer closure along County Highway 25 East. Instead of the closure being located in a manhole outside the dike, a new manhole with closure will be installed in the middle of the dike on the north side of County Highway 25 making access to the closure safer during a flood.

Discussion also occurred on the levee and retention pond maintenance. Tony Sip was hired at $80 per hour to mow the levee and retention ponds which will be reimbursed to the city by the Wild Rice Watershed District from the levee maintenance assessment. The City Maintenance Department will now keep the dike maintained with regular mowing and the retention ponds will be leased out for hay.

Minnesota Department of Ag was contacted concerning possible Round-up drift on the east dike. Tissue samples were taken to determine if drift had occurred. If it is determined that vegetation was damaged from Round-up drift, then appropriate actions will be taken.

**ENGINEER’S REPORT:** No report.

**MAYOR’S REPORT:** No report.

FIRE DEPARTMENT: The fire department is continuing to work on purchasing, from their fund-raising dollars, equipment to install on the grass rig.

POLICE DEPARTMENT: No report.

PARK UPDATE: M. Alm brought up concerns about the condition of the old pavilion and concession stand at the park. Mayor Johannsen stated that the Park Board is aware of the situation however there isn’t any money available to make the repairs. The mayor is researching funding through a DNR Park and Share legacy grant. Sentence-to-Serve has been contacted to do some painting on the park buildings.

OLD BUSINESS:

Nuisance Violations: Ordinance violations were discussed and nuisance letters will be sent to the affected property owners. There was a great deal of discussion concerning ATV and go-cart operation within the city limits and whether it was becoming necessary to create an ordinance that will regulate the operation of recreational vehicles within the city limits.

Civic Center Restroom Remodel: The automatic door has not been installed yet. This needs to be done by August 1st to be able to submit and receive the EAID grant money.

Tree & Sidewalk Removal Request: After reviewing the affected tree and sidewalk, council has decided that they are still in good condition and that the request is denied at this time.

Ditch cleaning: Waiting on an estimate.

NEW BUSINESS:

Police Contract: The proposed contract to provide patrolling services to the City of Perley has been completed and was reviewed by the Police Chief and the council.

MOTION: P. Baukol moved; seconded by S. Tommerdahl to approve the proposed police contract for patrolling services between the City of Hendrum and the City of Perley.

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

*MOTION DECLARED PASSED*

***Records Retention Schedule:*** The Minnesota General Records Retention Schedule for Cities allows for managing governmental records including the proper retention and disposal of municipal records.

*MOTION:* M. Smart moved; seconded by M. Alm to adopt the Resolution Adopting The Minnesota General Records Retention Schedule for Cities: City of Hendrum, Norman County, Minnesota.

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

*MOTION DECLARED PASSED*

***Lagoon:*** The lagoon burn pile was burned down but there is a lot of residue left that will not burn and should be buried. Mayor Johannsen will look into finding someone to bury the pile. Also, the DNR owned panel truck located at the lagoon is listed for bid on the DNR auction site. It has been determined to submit a bid at M. Smart’s discretion to purchase the truck in order to haul it in for salvage and clean up the site.

*MOTION:* M. Alm moved; seconded by P. Baukol to submit a bid at M. Smart’s discretion to purchase the DNR panel truck.

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

*MOTION DECLARED PASSED*

***Election Judge Resolution:***

*MOTION:* M. Alm moved; seconded by P. Baukol to adopt Resolution #2014-10: Appoint Election/Alternate Judges for the 2014 Primary Election.

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

*MOTION DECLARED PASSED*

OTHER BUSINESS: None.

ANNOUNCEMENTS:

August 11, 2014 – Regular Council Meeting

Having no further business, S. Tommerdahl moved; seconded by M. Smart to adjourn at 10:02 PM. Motion carried. The above minutes are unofficial until approved at the next regularly scheduled council meeting on August 11, 2014.

Respectfully Submitted,

Keri Plemmons

City Clerk-Treasurer