# REGULAR COUNCIL MEETING November 16, 2015

# CITY OF HENDRUM Professional Building Board Room:

# 308 Main St E, Hendrum, MN 56550

**PRESENT:** P. Baukol, C. Johannsen, M. Smart and S. Tommerdahl. Also present: C. Woeck, Maintenance Supervisor; and K. Plemmons, Clerk-Treasurer. Absent: M. Alm.

**CALL TO ORDER:** Mayor Johannsen called the meeting to order at 7:06 p.m.

**PLEDGE OF ALLEGIANCE**

**CITIZENS’ FORUM:** None.

**CONSENT AGENDA:**

*MOTION*:S. Tommerdahl moved; seconded by M. Smart to approve the minutes from the public hearing held on August 12, 2015 and the regularly scheduled meeting held on October 12, 2015.

Ayes: Baukol, Johannsen, Smart and Tommerdahl. Nays: None. Absent: Alm. *MOTION DECLARED PASSED.*

**APPROVAL OF AGENDA:**

*MOTION:*M. Smart moved; seconded by P. Baukol to approve the agenda with the following additions: NEW BUSINESS: D. Employee’s Salaries.

Ayes: Baukol, Johannsen, Smart and Tommerdahl. Nays: None. Absent: Alm. *MOTION DECLARED PASSED.*

**REPORTS OF OFFICERS AND DEPARTMENT HEADS:**

**PUBLIC WORKS REPORT:** C. Woeck attended the wastewater conference and passed the licensing test, which makes him licensed as a Class D Water/Wastewater operator. A phone dialer needs to be installed at the lift station in the Wild Rice Addition. Discussion occurred concerning whether the dialer needs to have a heating source.

**CLERK/TREASURER’S REPORT:**

***Financial Report/Claims:*** K. Plemmons presented the monthly financial report and claims in the amount of $36,684.68.

*MOTION:*S. Tommerdahl moved; seconded by M. Smart to approve the financial report and pay the claims in the amount of $36,684.68.

Ayes: Baukol, Johannsen, Smart and Tommerdahl. Nays: None. Absent: Alm. *MOTION DECLARED PASSED.*

**ENGINEER’S REPORT:** No report.

**MAYOR’S REPORT:** The City received final approval on the Letter of Map Revision (LOM-R) from FEMA that moves the Wild Rice Addition into seclusion with the rest of the City of Hendrum on the National Flood Insurance Program (NFIP) map. Hendrum Drive has been graveled.

FIRE DEPARTMENT: The Hendrum Firemen’s Relief Association along with the Hendrum American Legion hosted the Veteran’s Day supper and bingo which was very successful. They will be able to donate approximately $900.00 to the Wounded Warrior Project. Santa Days have been scheduled for Saturday, December 12th.

POLICE DEPARTMENT: The Tahoe has had most of the extra equipment removed and the equipment is being reused by the fire department. The decal still needs to be removed. A quote has been received on its resale value and it is ready to be advertised for bid. An ad will be placed in the newspaper requesting bids with a minimum acceptable bid to be due by the next council meeting.

PARK: No report.

UNFINISHED BUSINESS:

*Nuisance Violations:* One notice of violation was reviewed. A compliance check will be performed. It was determined by general consensus that an injunctive relief will be filed if still in violation. Discussion occurred over other violations.

*Personnel Policy/Sick Pay:* Tabled.

*Bike/Snowmobile Trail:* Discussed the letter of support request.

*Minnesota Basic Code:* Discussed working to get code finished before spring.

*EDA Appointments:* There are two vacancies that need to be filled.

NEW BUSINESS:

*Woods Batwing Finishing Mower:* Two quotes were supplied by Norman County Implement and RDO Equipment for replacement of the Woods batwing finishing mower with trade-in value on the used batwing mower. The quote from Norman County Implement came in lower with a higher value on the trade-in. The Tahoe savings account was discussed as the funding source for the equipment.

*MOTION:* M. Smart moved; seconded by P. Baukol to trade-in the used batwing finishing mower and purchase a new Woods batwing finishing mower from Norman County Implement.

Ayes: Baukol, Johannsen, Smart and Tommerdahl. Nays: None. Absent: Alm. *MOTION DECLARED PASSED.*

*Task Force:* Mayor Johannsen and Councilman Smart attended the Pine-to-Prairie Drug Task Force informational meeting held in Ada. The multi-county task force would like Norman County to supply a full-time officer to their force and the Norman County Commissioners invited area community leaders to attend the meeting.

*Building Permits:* Four building permit applications were reviewed.

1. *MOTION:* S. Tommerdahl moved; seconded by M. Smart to approve the application for 114 Park Ave. E.

Ayes: Baukol, Johannsen, Smart and Tommerdahl. Nays: None. Absent: Alm. *MOTION DECLARED PASSED.*

1. *MOTION:* S. Tommerdahl moved; seconded by P. Baukol to approve the application for 350 Rice St. S.

Ayes: Baukol, Johannsen, Smart and Tommerdahl. Nays: None. Absent: Alm. *MOTION DECLARED PASSED.*

1. *MOTION:* S. Tommerdahl moved; seconded by P. Baukol to approve the application for 220 Canning St.

Ayes: Baukol, Johannsen, Smart and Tommerdahl. Nays: None. Absent: Alm. *MOTION DECLARED PASSED.*

1. *MOTION:* M. Smart moved; seconded by S. Tommerdahl to approve the application for 141 Hendrum Dr.

Ayes: Baukol, Johannsen, Smart and Tommerdahl. Nays: None. Absent: Alm. *MOTION DECLARED PASSED.*

*Employee’s Salaries:* By obtaining certification as a Class D water/wastewater operator, C. Woeck has fulfilled the contractual obligations set forth to accrue a $1.00 per hour raise which took place November 1, 2015. Discussion occurred concerning the City Clerk-Treasurer’s wage.

*MOTION:* P. Baukol moved; seconded by M. Smart to increase the wage of K. Plemmons by $1.00 per hour.

Ayes: Baukol, Johannsen, Smart and Tommerdahl. Nays: None. Absent: Alm. *MOTION DECLARED PASSED.*

Having no further business, P. Baukol moved; seconded by M. Smart to adjourn at 8:45 p.m. Motion carried. The above minutes are unofficial until approved at the next regularly scheduled council meeting on December 14, 2015.

Keri Plemmons, City Clerk-Treasurer