

CITY OF HENDRUM

Regular Council Meeting Minutes

June 22, 2020

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum Council at 7:15 pm on June 22, 2020 in the Hendrum Civic Center located at 309 Main Street East in Hendrum, Minnesota. The meeting had been rescheduled from June 15th due to lack of a quorum. The Pledge of Allegiance was recited.

ROLL CALL

The following council members were present: Paul Baukol, Curt Johannsen, Michael Smart, and Steven Jeffery (left at 8:05 pm).

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

The following member of the public was present: Cavin Berube, Moore Engineering.

CONSENT AGENDA

- a) 2020-05-18 Regular Council Meeting Minutes
- b) 2020-05 Maintenance Logs
- c) 2020-06-02 MAOSC Membership Renewal Notice

MOTION: S. Jeffery 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

- a) Add to New Business:
 - E. Crushed Concrete

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

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

REPORTS OF OFFICERS AND DEPARTMENT HEADS

- A. PUBLIC WORKS:** Maintenance Superintendent Sundblad stated that Maguire Iron notified him that it was time for the annual water tower inspection and cleaning. The Council instructed Maintenance Superintendent Sunblad to get the inspection scheduled. The Fire Department will manage the hydrant flushing after the inspection. It was also reported that the fill spout on the public water fill station has seized up over the winter and will need to be fixed. Councilmember Smart will inspect and assess. The Minnesota Department of Health conducted an inspection that determined that backflow valves for the waterlines to

the truck fill and the kitchen in the fire hall will need to be installed. Mr. Sundblad also reported that the lift station alarm went off on Sunday, June 21st. North Dakota Sewage & Pump performed an inspection revealing that carpet was blocking the pump. The pump was also covered with diapers and wipes which are not flushable. All of these items will cause the pump to malfunction and can lead to sewer backup. Mayor Johannsen volunteered to write up a notification to the public regarding items that should not be flushed into the sewer system and will be posted around town and on the City's Facebook page. Maintenance Superintendent Sundblad also requested permission to contact Jet-Way to vacuum out the sediment in the lift station vault.

MOTION: P. Baukol moved; seconded by *M. Smart* to authorize Maintenance Superintendent Sundblad to contact Jet-Way in order to vacuum out the sediment from the bottom of the lift station vault.

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

B. CLERK-TREASURER:

1. Financial Report & Claims List: The May financial report and June claims list totaling \$76,602.53 were presented for approval.

MOTION: M. Smart moved; seconded by *S. Jeffery* to approve the May financial report and pay the claims in the amount of \$76,602.53.

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

MAYOR: Mayor Johannsen provided the Council with an update on the storm damage. Damage was primarily located at the Hendrum Community Park. Several trees went down and the well house shed was destroyed. A claim has been submitted to the City's insurance. Mr. Johannsen also spent time thanking anyone who was involved with the USDA Farm to Families program. By all reports the program was a success.

C. FIRE DEPARTMENT: Fire Department training has resumed using State acceptable social distancing guidelines. There is a valve broken between the tank and pump on the old truck that will need to be repaired or replaced.

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 8:45 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. and City of Hendrum vs KLA, Inc., Kenneth L Aldrich.

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

MOTION: P. Baukol moved; seconded by *M. Smart* to reopen the meeting at 8:54 pm.

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

- B. MnDOT Hwy 75 Reconstruction Project:** The warranty work for the concrete, the striping, and the majority of the sign work has been completed. There is still landscaping to be accomplished, however a timeline for completion has not been provided.
- C. City Street Paving Project:** Cavin Berube, Moore Engineering, presented a review of the information from the soil borings and asphalt cores in the feasibility report. A map showing the recommendations was included with the findings. The Council discussed the recommendations and the cost estimate of Moore Engineering's initial recommendations. The Council made some alterations to the plan as presented and requested a financial estimate based on those changes. Mr. Berube will be back at the August meeting to present the estimate with the requested changes to the plan.
- D. Wellhead Protection:** No update.

NEW BUSINESS

- A. Audit:** Marit Knutson of Hoffman, Philipp, & Knutson, PLLC provided the council with copies of the 2019 audit. Due to COVID-19 concerns, the audit materials were mailed to the city and Ms. Knutson was available to answer any questions by phone. The audit materials were passed out to all the council members to review before acceptance at the July meeting. No questions were raised.
- B. Building Permits:** Two building permit applications were submitted to be reviewed by the council. The fence permit application for 364 Rice Street South was found complete and was approved. The building permit application for 339 Main Street West was missing setback measurements from the property lines in the drawing. Clerk-Treasurer Plemmons was instructed to send a letter to the property owners requesting a drawing that includes the setback measurements.

MOTION: P. Baukol moved; seconded by *M. Smart* to issue a building permit for a fence to be constructed at 364 Rice Street South.

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

MOTION: P. Baukol moved; seconded by *M. Smart* to table a decision on the building permit application submitted for 339 Main Street West until setback measurements for the proposed patio are provided.

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

- C. Trailhead Authorization:** Halstad Municipal Utilities and the FireFrost ATV Club are developing a trail on the former Minnesota Northern P-Line Railroad Corridor between Perley and Nielsville. The owners are seeking permission for the trail to designate trailheads and rest areas in each city. The City of Hendrum Council decided to authorize the FireFrost Trail to designate a trailhead and rest area at Rask Park, 2033 US-75, for the duration of twenty years

with the stipulation that a more formal agreement will be necessary to develop the proposed trailhead and rest area in the event the project is funded by grants or other means.

MOTION: M. Smart moved; seconded by P. Baukol to authorize Mayor Johannsen to sign the Trailhead Authorization agreement as submitted.

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

D. Donations: Two donations were offered to the city. A resolution to accept the following donations was introduced: Milton Alm (\$50.00) to be used for the Adopt-a-Pot program to fill a barrel with soil & flowers; Curt Johannsen donated a whiskey barrel and soil (\$90.00 value) to be used for the flowers on Main Street and TH 75. The Council of the City of Hendrum is appreciative of the donors' intent and finds that it is appropriate to accept the donations offered.

MOTION: M. Smart moved; seconded by P. Baukol to adopt Resolution No. 2020-13: Resolution Accepting Donations. By the following roll call vote the resolution was duly adopted and is on file at the City Clerk's office.

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

E. Crushed Concrete: There is an opportunity to purchase crushed concrete at a similar price as gravel. After discussion the council set an expense budget to purchase crushed concrete in order to repair some alleys and roads.

MOTION: P. Baukol moved; seconded by M. Smart to spend a budget of seven thousand five hundred dollars (\$7,500.00) on crushed concrete for the purpose of repairing alleys and roads maintained by the City of Hendrum.

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

ADJOURNMENT

M. Smart moved; seconded by P. Baukol to adjourn the meeting at 9:28 pm. The next regular council meeting will be at 7:30 pm on July 13, 2020, in the Hendrum Civic Center located at 309 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer