

CITY OF HENDRUM
Regular Council Meeting Minutes
May 9, 2022

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum Council at 7:35 pm on May 9, 2022, 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, Curt Johannsen, Brian Schlapkohl, and Steve Jeffery.

The following city personnel was present: Keri Plemmons, Clerk-Treasurer.

CONSENT AGENDA

- a) 2022-04-11 Regular Council Meeting Minutes
- b) 2022-04-28 Special Council Meeting Minutes
- c) 2022-04-28 Local Board of Appeal & Equalization Meeting Minutes
- d) 2022-04 Maintenance Logs
- e) January – March Patrolling Logs
- f) SLFRF Compliance Report
- g) MDH Notice of Violation & Certification of Delivery of Public Notice

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

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

APPROVAL OF AGENDA

MOTION: P. Baukol moved; seconded by B. Schlapkohl to approve the agenda as presented.

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

REPORTS OF OFFICERS AND DEPARTMENT HEADS

A. PUBLIC WORKS: Carl Woeck has contracted with the city to provide licensed water and wastewater services. He is also providing part-time maintenance services until the Maintenance Superintendent position is filled.

B. CLERK-TREASURER:

- 1. Financial Report & Claims List:** The April financial report and May claims lists totaling \$27,520.82 were presented for approval. There was a totaling error on one line of the financial statement. The ending balance of the Hendrum's 125th Anniversary investment account was corrected from \$2,626.28 to \$1,763.56.

MOTION: B. Schlapkohl moved; seconded by *P. Baukol* to approve the corrected April financial report and pay the following claims totaling \$27,520.82:

Claim #	Vendor	Total
3640	Fuch's Sanitation, Inc.	\$5,862.22
3641	Ada Auto Value	\$149.99
3642	arvig	\$29.95
3643	Hendrum EDA	\$242.00
3644	Minnesota Fire Service Certification	\$120.00
3645	MSCTC	\$285.00
3646	Stein's, Inc	\$176.72
3647	American Mail House, Inc.	\$431.36
3648	City of Hendrum	\$102.41
3649	PERA	\$453.13
3650	Kaylee Haas	\$138.65
3651	RDO Equipment Co	\$241.53
3652	Titan Machinery-Ada	\$28.00
3653	Loffler Companies Inc.	\$169.93
3654	Minnesota Revenue	\$790.34
3655	Minnesota Revenue	\$746.00
3656	Postmaster	\$116.00
3657	Minnesota Unemployment Insurance	\$2,975.42
3658	The Red River Promoter	\$39.00
3659	The Red River Promoter	\$99.00
3660	Visser Trenching Inc.	\$735.00
3661	Red River Valley Cooperative Power	\$298.12
3662	Minnesota Pollution Control Agency	\$345.00
3663	Red River Valley Cooperative Power	\$4,217.73
3664	Red River Valley Cooperative Power	\$47.30
3665	Norman County Auditor-Treasurer	\$905.20
3666	Norman County Auditor-Treasurer	\$1,609.75
3667	PERA	\$499.95
3668	Fuch's Sanitation, Inc.	\$105.00
3669	Amazon.com	\$58.67
3670	State of Minnesota Department of Public Safety	\$25.00
3671	JobsHQ	\$199.00
3672	Nepstad Oil	\$174.15
3673	Gopher State One-Call	\$2.70
3674	Verizon Wireless	\$81.64
3675	Softline Data, Inc.	\$137.25
3676	M State	\$500.00
3677	Norman County Index	\$135.00

3678	Valley United Co-op	\$91.65
3679	Edward Bergseid	\$500.00
3680	Hendrum EDA	\$242.00
3681	PERA	\$677.04
3682	Internal Revenue Service	\$1,581.70
3683	Norman County Auditor-Treasurer	\$360.00
3684	Valley General Store	\$361.40
3685	Perley Community Co-op	\$319.90
3686	Amazon.com	\$33.58
3687	Menards	\$70.44
3688	Northwestern Bank	\$10.00

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

C. MAYOR: No report.

D. FIRE DEPARTMENT: No report.

UNFINISHED BUSINESS

A. City Ordinance Violations: No update.

B. City Street Paving Project: The city engineer informed the mayor that there are some potential funding sources making their way through legislation.

C. Proposed Water Supply Project: No update.

D. Elementary School: Sonia Trinidad accepted the offer for the position of part-time custodian at the school building. Water has been leaking into the lower level of the old school building, boiler room and the girl's locker room. Council members have been volunteering their time to keep an eye on the leaking and to remove water as needed. There are some floor tiles that have come loose by the boiler room that will need to be repaired or replaced. Kylie Wamstad has been contacted to repair the tiles. The heating system was shut down on May 7th. Mayor Johannsen suggested setting up a Hendrum school management committee consisting of two members of the council and three members of the public. The committee would handle general management of the school building under the authority of the city council. The consensus of the council was to set up the committee. Councilmember Smart and Councilmember Baukol agreed to fill the city council roles on the committee if it is convened.

1. Lease Agreements: The agreements are being drafted.

2. Fitness Center/Gym Usage: Draft copies of the gymnasium rental policy were provided to the council to review and bring back recommendations. The gymnasium rental policy will be added to the special meeting scheduled for May 18th at 7:30 pm. Maria Prussia has requested permission to hold a self-defense class in the gymnasium.

MOTION: *B. Schlapkohl* moved; seconded by *P. Baukol* to authorize Maria Prussia to hold a self-defense class in the gymnasium for a fee of \$150.00 and a cleaning deposit of \$150.00.

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

- E. Haying Lease:** Notice was published in the Norman County Index and posted on the city bulletin board, the post office bulletin board, and the City of Hendrum Facebook page that the City of Hendrum will be accepting sealed bids for an annual haying agreement of the City of Hendrum retention ponds until 12:00 pm on Monday, May 9, 2022. One sealed bid was received. The bid was opened and read at the meeting.

MOTION: P. Baukol moved; seconded by *B. Schlapkohl* to accept the bid submitted by Daniel Jossund, enter into an agreement with Mr. Jossund to hay the retention ponds for five hundred dollars per year for three years, and authorize Mayor Johannsen and Clerk-Treasurer Plemmons to sign any documentation necessary to effectuate the agreement.

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

- F. Audit:** The audit report was handed out by Marit Martell, CPA from Hoffman, Philipp, and Martell, PLLC, to all the council members in attendance at the April 11th meeting. The council members have had an opportunity to review the audit report.

MOTION: B. Schlapkohl moved; seconded by *P. Baukol* to accept the 2021 audit report as presented.

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

NEW BUSINESS

- A. Donation Resolution:** Four donations were received to be used for the Adopt-a-Pot program administered by the Hendrum Economic Development Authority.

MOTION: S. Jeffery moved; seconded by *B. Schlapkohl* to adopt Resolution No. 2022-08: Resolution Accepting Donations: On the following roll call vote the resolution was duly adopted and on file at the City Clerk's office.

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

ADJOURNMENT

B. Schlapkohl moved; seconded by *P. Baukol* to adjourn the meeting at 8:09 pm. The next regular council meeting will be held at 7:30 pm on June 13, 2022, in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer