# REGULAR COUNCIL MEETING June 16, 2014

# CITY OF HENDRUM

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

**PRESENT:** M. Alm, C. Johannsen, M. Smart, and S. Tommerdahl. Also present: T. Torgerson; T. Hukriede; C. Woeck, Maintenance Assistant; and K. Plemmons, Clerk-Treasurer. Absent: None.

**CALL TO ORDER:** Mayor Johannsen called the meeting to order following the Public Hearing at 7:47 P.M.

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

**CITIZENS’ FORUM:** *None*

**CONSENT AGENDA:**

*MOTION*:M. Alm moved; seconded by M. Smart to approve the minutes from the regularly scheduled council meeting on May 12, 2014, as read, and the special council meeting on May 28th, 2014, as amended.

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

*MOTION DECLARED PASSED*

**APPROVAL OF AGENDA:**

*MOTION:*S. Tommerdahl moved; seconded by M. Smart to approve the Agenda with the following additions: Consent Agenda: Approve minutes from the May 28, 2014, special council meeting; New Business: E. Culvert, F. Ditch Cleaning, and G. Nepstad Oil Conditional Use Permit.

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

*MOTION DECLARED PASSED*

**REPORTS OF OFFICERS AND DEPARTMENT HEADS:**

**MAINTENANCE REPORT:**

***Drop Box:*** The drop box has been welded to the pole and painted. When installed, it will be located south of the library box pointing towards the sidewalk.

***Mosquitos:*** C. Woeck is waiting to be trained on operating the sprayer.

**CLERK-TREASURER’S REPORT:**

***Monthly Financial Report and Claims:*** K. Plemmons presented the monthly financial report and claims in the amount of $22,503.38.

*MOTION:*S. Tommerdahl moved; seconded by M. Alm to approve the financial report and pay the claims in the amount of $22,503.38.

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

*MOTION DECLARED PASSED*

***Voided Checks:*** *The following check numbers have been voided:* 13403

***Delinquent Utilities:*** Delinquent utilities were reviewed. The council was approached to consider an arrangement for utility account 1054.

*MOTION:* M. Alm moved; seconded by S. Tommerdahl to enter into a payment agreement for $100 per month to be paid on account 1054 due no later than the 22nd of each month beginning July 15, 2014, and continuing until December 15, 2014, at which time the remaining balance will be added to the property taxes and normal monthly payment expectations will resume on the billing due January 15, 2015.

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

*MOTION DECLARED PASSED*

**LEVEE IMPROVEMENT PROJECT:** The request that the Wild Rice Watershed District and the City submitted to the state legislature for additional funding for Phase II of the levee improvement project which includes the road raises was denied in the 2014 state bonding bill. The Wild Rice Watershed District and the City will submit another request for the next bonding bill.

**ENGINEER’S REPORT:** No report.

**MAYOR’S REPORT:** Mayor Johannsen and Carl Woeck planted 10 replacement trees in the Wild Rice Addition.

FIRE DEPARTMENT: No report.

POLICE DEPARTMENT: The new firearm’s instructor began a county-wide training program which was hosted at Nichol Park. Plans are to use this location several more times this summer.

PARK UPDATE: The buildings at the park are being repainted and this project will require additional labor to complete.

MOTION: M. Smart moved; seconded by M. Alm to use the Tri-County Community Corrections STS program for completion of the painting project.

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

*MOTION DECLARED PASSED*

OLD BUSINESS:

Nuisance Violations: No report.

Civic Center Restroom Remodel: No report.

Maintenance Assistant/Seasonal Help: Applications were reviewed for the Maintenance Assistan/Seasonal Help position and the selected applicant will be offered the position.

MOTION: M. Alm moved; seconded by S. Tommerdahl to offer the Seasonal Help position to Robert Erickson with the wage to be negotiated.

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

*MOTION DECLARED PASSED*

It has also been determined that the city needs to hire someone available with specific knowledge of the city and its equipment.

MOTION: M. Smart moved; seconded by S. Tommerdahl to hire Wilbert Weippert at $15 per hour to provide training and assistance for the new Maintenance Supervisor on an as needed basis.

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

*MOTION DECLARED PASSED*

Community Clean-up Night: July 9, 2014, at 6:30pm has been scheduled as the first night to begin working on community clean-up projects.

NEW BUSINESS:

Tree & Sidewalk Removal Request: More information is needed.

MOTION: M. Smart moved; seconded by S. Tommerdahl to table the decision until more information has been gathered.

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

*MOTION DECLARED PASSED*

***Evergreen Addition, Block 1, Lots 1-6:*** The property has been offered back to the city at its original purchase price.

*MOTION:* C. Johannsen moved; seconded by M. Alm to refund the money paid for the Evergreen Addition, Block 1, Lots 1-6.

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

*MOTION DECLARED PASSED*

***PeopleService Inc. Contract:*** This company provides contract operation and maintenance of municipal water and wastewater utility systems which the city will need to utilize until the Maintenance Supervisor has received his Class D water/wastewater license.

*MOTION:* M. Alm moved; seconded by S. Tommerdahl to enter into a contract with PeopleService Inc. and to pay the 1st installment.

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

*MOTION DECLARED PASSED*

***NATW Membership Dues:*** Membership renewal with the National Association of Town Watch allows the community to participate in the National Night Out event.

*MOTION:* M. Smart moved; seconded by M. Alm to approve payment of $35 for the membership fee to join NATW.

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

*MOTION DECLARED PASSED*

***Culvert:*** The Wild Rice Watershed District has notified the City and asked if the City has any concerns regarding the permit which has been submitted by the Norman County Highway Department to remove the culvert under County Highway 106 located near 175th Ave. After discussion, the council agreed that there are advantages and disadvantages to removing this culvert. Therefore, the council agreed to remain neutral on the issue and leave the decision up to the land owners.

***Ditch Cleaning:*** Some of the ditches located in the city are not draining anymore. An estimate to re-grade some the problem areas will need to be acquired.

***Nepstad Oil Conditional Use Permit:*** A public hearing was held concerning adding an 18,000 gallon propane storage tank to Nepstad’s current propane facility located at 133 Highway 75 N.

*MOTION:* S. Tommerdahl moved; seconded by M. Alm to approve the conditional use permit applied for by Nepstad Oil Co.

Ayes: Alm, 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, M. Smart moved; seconded by S. Tommerdahl to adjourn at 9:49 PM. Motion carried. The above minutes are unofficial until approved at the next regularly scheduled council meeting on July 14, 2014.

Respectfully Submitted,

Keri Plemmons

City Clerk-Treasurer