

CITY OF HENDRUM

Regular Council Meeting Minutes

August 20, 2025

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum Council at 7:32 PM on August 20, 2025, 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, Stephanie Kaasa, and Mike Smart.

The following city personnel were present: Keri Plemmons, Clerk-Treasurer; Dustin Reinhart, Maintenance Superintendent.

CONSENT AGENDA

- a) 2025-07-16 Regular Council Meeting Minutes
- b) 2025-08-04 Special Council Meeting Minutes
- c) 2025-07 Maintenance Logs

MOTION: P. Baukol moved; seconded by M. Smart to approve the consent agenda items.

BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; LOPEZ: absent; SMART: aye. MOTION PASSED.

APPROVAL OF AGENDA

- a) Add to Public Works & Maintenance Report: b) Mosquito Spraying
- b) Add to D. Infinity Center under Unfinished Business: Custodian; Gym Memberships
- c) Add to New Business: D. Surplus Property

MOTION: M. Smart moved; seconded by S. Kaasa to approve the agenda with the listed additions.

BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; LOPEZ: absent; SMART: aye. MOTION PASSED.

REPORTS OF OFFICERS AND DEPARTMENT HEADS

- **PUBLIC WORKS:** Maintenance Superintendent Dustin Reinhart provided updates on mowing, storm debris removal, and equipment repairs, with the council recognizing his demanding workload and commending the overall upkeep of the city.
- **Campground:** A camper had been occupying a site at the Hendrum Community Park campground without paying the required fees. Despite receiving an eviction notice, the occupants delayed vacating the site. The occupants eventually vacated with assistance from Mr. Reinhart, who also cleaned up the area afterward. The council expressed appreciation for Mr. Reinhart's efforts and acknowledged the challenges involved in resolving the situation.
- **Mosquito Spraying:** The council discussed the possibility of resuming mosquito spraying services following a request from the City of Georgetown for assistance.

MOTION: P. Baukol moved; seconded by *S. Kaasa* to approve spraying once per week at a rate of \$600 per application, contingent upon receiving no negative feedback from Georgetown residents and no interference with city staff.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *absent*; SMART: *aye*. *MOTION PASSED.*

The need to purchase additional mosquito control chemical was discussed due to increased spraying activity. The maintenance department reported having approximately 5 gallons remaining and recommended purchasing 20 more gallons to ensure adequate supply for continued mosquito spraying in Hendrum and Perley and the newly approved spraying in Georgetown. The council agreed that 20 gallons would be sufficient and approved the purchase.

MOTION: S. Kaasa moved; seconded by *M. Smart* to authorize the purchase of 20 gallons of mosquito control chemical.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *absent*; SMART: *aye*. *MOTION PASSED.*

A. CLERK-TREASURER:

- 1. Financial Report & Claims List:** The July financial report and August claims list totaling \$43,955.63 were presented for approval.

MOTION: P. Baukol moved; seconded by *M. Smart* to approve the July financial report and pay the following claims totaling \$43,955.63:

Claim #	Vendor	Total
5235	USPS	\$73.00
5236	Red River Valley Cooperative Power	\$3,261.03
5237	Airgas USA, LLC	\$99.87
5238	PERA	\$853.16
5239	Internal Revenue Service	\$1,787.67
5240	Minnesota Revenue	\$1,076.54
5241	Minnesota Revenue	\$959.00
5242	Red River Valley Cooperative Power	\$264.88
5243	Red River Valley Cooperative Power	\$213.82
5244	Valley General Store	\$77.62
5245	Kotaco Fuels	\$435.01
5246	Loffler Companies Inc.	\$476.95
5247	Hendrum Community Club	\$345.60
5248	PERA	\$612.92
5249	Fuch's Sanitation, Inc.	\$2,189.29
5250	Keri Plemmons	\$133.10
5251	Sam's Club	\$5.14
5252	Arvig	\$4.95
5253	Petty Cash	\$51.25
5254	Fryberger, Buchanan, Smith & Fredererick, P.A.	\$1,650.00

5255	West Central Ag	\$136.57
5256	Verizon Wireless	\$38.58
5257	Northwestern Bank	\$4,325.25
5259	Hendrum Firemen's Relief Association	\$14,174.24
5260	Alex Air Apparatus 2 LLC	\$605.34
5261	RMB Environmental Laboratories, Inc	\$209.00
5262	Keri Plemmons	\$22.40
5263	Hendrum EDA	\$242.00
5264	RMB Environmental Laboratories, Inc	\$20.00
5265	PERA	\$679.60
5266	Internal Revenue Service	\$2,425.47
5267	Fuch's Sanitation, Inc.	\$2,189.29
5268	Auto Value Parts Stores	\$335.82
5269	Valley General Store	\$3.55
5270	Ada Building Center	\$49.95
5271	USPS	\$156.00
5272	Red River Valley Cooperative Power	\$245.22
5273	USPS	\$16.10
5274	Office Supplies Plus	\$118.37
5275	Railroad Management Company	\$843.02
5276	Pye Barker	\$368.00
5277	Gopher State One-Call	\$4.05
5278	Kotaco Fuels	\$142.01
5279	MSCTC	\$900.00
5280	Northwestern Bank	\$10.00

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *absent*; SMART: *aye*. **MOTION PASSED.**

B. MAYOR: Mayor Johannsen reported that he had no new items to present beyond those already covered in the meeting agenda.

C. FIRE DEPARTMENT: Fire Chief Mike Smart shared updates on preparations for the September 6th live burn training, ongoing transmission issues with the main truck, and the successful deployment of a new fire truck. Mr. Smart also reported receiving a \$10,000 grant to support equipment needs, and reviewed the fire department's involvement in responding to a major elevator fire.

- **Reinstatement:** Brian Snyder was reinstated to the Hendrum Fire Department following a previous period of inactivity.

MOTION: *P. Baukol* moved; seconded by *S. Kaasa* to reinstate Brian Snyder to the fire department.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *absent*; SMART: *aye*. **MOTION PASSED.**

UNFINISHED BUSINESS

A. City Ordinance Violations: Twelve properties were reinspected following mailed violation notices. An additional property was reported to need a violation notification letter.

- 1. 403 Gordon St E:** The violations on the property have been improving. The council will continue to monitor.

MOTION: M. Smart moved; seconded by S. Kaasa to continue to monitor 403 Gordon St E for improvements.

BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; LOPEZ: absent; SMART: aye. MOTION PASSED.

- 2. 358 Rice St S:** Significant cleanup progress has been made. The council will continue to monitor.

MOTION: P. Baukol moved; seconded by S. Kaasa to continue to monitor 358 Rice St S for improvements.

BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; LOPEZ: absent; SMART: aye. MOTION PASSED.

- 3. 359 Rice St S:** House exterior is now covered in Tyvek, but clutter remains. The council will continue to monitor.

MOTION: M. Smart moved; seconded by P. Baukol to continue to monitor 359 Rice St S for improvements.

BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; LOPEZ: absent; SMART: aye. MOTION PASSED.

- 4. 332 Main St W:** Long-standing violations with no resolution; legal action recommended.

MOTION: S. Kaasa moved; seconded by P. Baukol to continue with legal action at 332 Main St W.

BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; LOPEZ: absent; SMART: aye. MOTION PASSED.

- 5. 340 Main St W:** Property shows improvement and is being maintained better. The council will continue to monitor.

MOTION: P. Baukol moved; seconded by M. Smart to continue to monitor 340 Main St W.

BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; LOPEZ: absent; SMART: aye. MOTION PASSED.

- 6. 126 Park Ave E:** Previously unregistered vehicle is now licensed; no further action needed.

MOTION: P. Baukol moved; seconded by S. Kaasa to dismiss the ordinance violation at 126 Park Ave E.

BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; LOPEZ: absent; SMART: aye. MOTION PASSED.

- 7. 257 Herbert St S:** No improvement noted. Resolution to declare a public nuisance.

MOTION: P. Baukol moved; seconded by M. Smart to adopt Resolution No. 2025-16: Order to Find Public Nuisance at 257 Herbert Street South Under City of Hendrum Ordinance No. 80. On the following roll call vote, the resolution was duly adopted and is on file at the City Clerk's office.

BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; LOPEZ: absent; SMART: aye. MOTION PASSED.

8. 256 Herbert St S: Violations abated. File dismissed.

MOTION: P. Baukol moved; seconded by *M. Smart* to dismiss the ordinance violation at 256 Herbert St S.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *absent*; SMART: *aye*. *MOTION PASSED.*

9. 433 Gordon St W: Excessive number of vehicles on property. Resolution to declare a public nuisance.

MOTION: P. Baukol moved; seconded by *M. Smart* to adopt Resolution No. 2025-17: Order to Find Public Nuisance at 433 Gordon St W. On the following roll call vote, the resolution was duly adopted and is on file at the City Clerk's office.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *absent*; SMART: *aye*. *MOTION PASSED.*

10. 436 Gordon St W: Property has been cleaned up and mowed. File dismissed.

MOTION: P. Baukol moved; seconded by *M. Smart* to dismiss the ordinance violation at 436 Gordon St W.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *absent*; SMART: *aye*. *MOTION PASSED.*

11. 264 Herbert St S: Yard remains cluttered but shows some improvement. The council will continue to monitor.

MOTION: P. Baukol moved; seconded by *M. Smart* to continue to monitor at 264 Herbert St S.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *absent*; SMART: *aye*. *MOTION PASSED.*

12. 215 Canning St E: Violations were resolved. File dismissed.

MOTION: M. Smart moved; seconded by *S. Kaasa* to dismiss the ordinance violation at 215 Canning St E.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *absent*; SMART: *aye*. *MOTION PASSED.*

13. 514 Hancock St E: Excessive vegetation growth was observed. A mowing and trimming notice will be mailed to the property owner.

MOTION: M. Smart moved; seconded by *P. Baukol* to send an ordinance violation to 514 Hancock St E to mow and trim the overgrowth.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *absent*; SMART: *aye*. *MOTION PASSED.*

- B. Street Improvement Project:** Norman County offered to convert a portion of West Main Street into a County State-Aid Highway, which would shift maintenance responsibilities to the county. The council supported the proposal, anticipating future improvements and cost savings for the city.
- C. Rural Water Supply Project:** The planned presentation from project representatives and AE2S regarding the Rural Water Supply Project was postponed due to scheduling conflicts. It has been rescheduled for the next council meeting on September 17th, where more information is expected to be shared.
- D. Infinity Center:**
 - **Gymnasium Roof Repair:** No new information.

- **Rentals:** The owner of a local auction company has expressed interest in renting space in the Infinity center for business purposes.
- **Realtor:** Mayor Johannsen provided a brief update regarding ongoing discussions with a realtor regarding the potential sale of the Infinity Center. Work has been paused on a formal request for proposals until after meeting with the realtor to determine the best course of action.
- **Custodian:** The employee who has been providing part-time cleaning services at the Infinity Center is resigning the position. Dena Bishop is planning to partner with a training program for individuals with developmental disabilities, who could assist with custodial work at no cost to the city.
- **Gym Memberships:** The council discussed low participation in the gym membership program, noting that although several people picked up applications, none had been returned. Concerns were raised about unauthorized use of the gym by individuals prompting plans to follow up and enforce membership requirements.

NEW BUSINESS

- A. Liability Coverage Waiver Form:** Every year members who obtain liability coverage from LMCIT must decide to waive or not waive the statutory tort limits to the extent of coverage purchased. The council chose not to waive the monetary limits for the City of Hendrum.

MOTION: M. Smart moved; seconded by P. Baukol to choose not to waive the monetary limits on municipal tort liability established by Minnesota Statutes 466.04.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *absent*; SMART: *aye*. *MOTION PASSED.*

- B. Donation Resolution:** The council accepted one donation for \$300 from the Borup Community Club to the gaming account.

MOTION: S. Kaasa moved; seconded by P. Baukol to adopt Resolution No. 2025-15: Resolution Accepting Donations. On the following roll call vote, the resolution was duly adopted and is on file at the City Clerk's office.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *absent*; SMART: *aye*. *MOTION PASSED.*

- C. Budget Work Session:** The council scheduled a budget work session for September 9th at 7:00 PM to review financial planning for the upcoming year.

MOTION: M. Smart moved; seconded by P. Baukol to schedule a budget work session for September 9th at 7:00 PM in the boardroom at 308 Main St E.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *absent*; SMART: *aye*. *MOTION PASSED.*

- D. Surplus Property:** The council discussed declaring several unused city items as surplus property, including an old fire truck, a snowblower, and a four-wheel drive attachment originally intended for a long-retired vehicle. These items will be listed for sale through Steffes Auction Service to ensure fair market value and transparency.

MOTION: P. Baukol moved; seconded by *S. Kaasa* to declare the old fire truck, snowblower, and four-wheel drive attachment as surplus property and authorize their sale through Steffes Auction Service. *BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; LOPEZ: absent; SMART: aye. MOTION PASSED.*

ADJOURNMENT

M. Smart moved; seconded by *P. Baukol* to adjourn the meeting at 9:20 PM. The next regular council meeting will be held at 7:30 PM on September 17, 2025, in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer