# SPECIAL COUNCIL MEETING May 28, 2014

# CITY OF HENDRUM

308 Main St E.

PO Box 100

Hendrum, MN 56550

**PRESENT:** M. Alm, C. Johannsen, M. Smart, and S. Tommerdahl. Also present: Keri Plemmons, Clerk-Treasurer; Absent: None

**CALL TO ORDER:** Mayor Johannsen called the meeting to order at 7:00 PM.

The purpose of the meeting was to conduct interviews, hire, and address any other issues related to the Maintenance Dept.

*MOTION:*M. Alm moved; seconded by M. Smart to hire Carl Woeck for $15 per hour for 40 hours per week, April 1st – November 30th, and for 32 hours per week, December 1st – March 31st with additional hours as necessary; and after receiving a Class D Wastewater license he will receive a $1 per hour raise.

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

*MOTION DECLARED PASSED*

The City will need to advertise for seasonal summer help for mowing and trimming to replace the vacated position of Maintenance Assistant. An ad will be placed in the Norman County Index and the Valley Journal for two weeks with applications due by noon on June 16th.

*MOTION:* S. Tommerdahl moved; seconded by M. Alm to advertise for the City of Hendrum Seasonal Summer Help position in two newspapers with an application submission deadline of noon on Monday, June 16, 2014.

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

*MOTION DECLARED PASSED*

Brian Rasmussen, a licensed wastewater operator from Ada, is available to fill in temporarily for one month at $500. People’s Service will look over the system and provide a quote for contracted services until Carl receives his Class D wastewater license.

*MOTION:* C. Johannsen moved; seconded by M. Alm to temporarily hire Brian Rasmussen for 1 month for $500 to perform all services requiring a Class D Wastewater license.

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

*MOTION DECLARED PASSED*

Carl will require further training for operating some of the larger machinery and some of the other requirements of the Maintenance Department. C. Johannsen will provide the training and requested reimbursement for the hours.

*MOTION:* M. Smart moved; seconded by S. Tommerdahl to authorize C. Johannsen provide training at $12 per hour up to 40 hours.

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

*MOTION DECLARED PASSED*

Having no further business, M. Smart moved; seconded by S. Tommerdahl to adjourn at 9:43 PM. Motion carried. The above minutes are unofficial until approved at the next regularly scheduled council meeting on June 16, 2014.

Respectfully Submitted,

Keri Plemmons

City Clerk-Treasurer