

CITY OF HENDRUM
Regular Council Meeting Minutes
October 16, 2023

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum Council at 7:30 P.M. on October 16, 2023, 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: Lues Lopez, Curt Johannsen, Brian Schlapkohl, and Mike Smart.

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

The following members of the public were present: Abby Harthun and Tyson Hajicek (Moore Engineering).

CITIZEN'S FORUM

Abby Harthun was in attendance to address the number of cars parked along Rice Street and how it is making maneuvering out of her driveway difficult.

CONSENT AGENDA

- a) 2023-09-18 Regular Council Meeting Minutes
- b) 2023-09-26 Special Council Meeting Minutes
- c) 2023-09 Maintenance Logs

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

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

APPROVAL OF AGENDA

MOTION: M. Smart moved; seconded by B. Schlapkohl to approve the agenda as presented.

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

REPORTS OF OFFICERS AND DEPARTMENT HEADS

A. PUBLIC WORKS: Dustin Reinhart accepted the position of maintenance employee at 24 hours per week while training with Maintenance Superintendent Woeck to take over his position next year.

B. CLERK-TREASURER:

- 1. Financial Report & Claims List:** The September financial report and October claims list totaling \$23,565.25 were presented for approval.

MOTION: M. Smart moved; seconded by B. Schlapkohl to approve the September financial report and pay the following claims totaling \$23,565.25:

<u>Claim #</u>	<u>Vendor</u>	<u>Total</u>
4344	Kotaco Fuels	\$580.35
4345	Kotaco Fuels	\$341.80
4346	McCollum Hardware, Inc	\$66.96
4347	Valley General Store	\$43.45
4348	Ada Building Center	\$157.92
4349	Amazon.com	\$29.99
4350	Red River Valley Cooperative Power	\$240.47
4351	Red River Valley Cooperative Power	\$3,107.53
4352	Red River Valley Cooperative Power	\$168.18
4353	Loffler Companies Inc.	\$186.03
4354	arvig	\$4.95
4355	Amazon.com	\$47.74
4356	Norman County Auditor-Treasurer	\$6,566.61
4357	Auto Value Parts Stores	\$49.98
4358	Norman County Auditor-Treasurer	\$1,117.63
4359	Kotaco Fuels	\$53.39
4360	Fuch’s Sanitation	\$2,173.10
4361	Internal Revenue Service	\$1,656.28
4362	PERA	\$491.72
4363	Minnesota Revenue	\$782.00
4364	Minnesota Revenue	\$816.50
4365	Northwest Iron Fireman, Inc	\$1,778.88
4366	Amazon.com	\$32.20
4367	Eggen Heating and Air Conditioning	\$150.00
4368	Valley United Co-op	\$190.24
4369	McCollum Hardware, Inc	\$36.46
4370	Red River Valley Cooperative Power	\$177.06
4371	MN Dept of Labor & Industry	\$30.00
4372	Gopher State One-Call	\$1.34
4373	Sam’s Club	\$64.10
4374	Postmaster	\$102.00
4375	Runnings	\$128.65
4376	City of Hendrum	\$112.41
4377	Maguire Iron, Inc.	\$1,600.00
4378	PERA	\$469.32
4379	Northwestern Bank	\$10.00

BAUKOL: absent; JOHANNEN: aye; LOPEZ: aye; SCHLAPKOHL: aye; SMART: aye. MOTION PASSED.

C. MAYOR: No update.

D. FIRE DEPARTMENT: Fire Chief Smart requested approval to replace the pump compartment heater on the fire truck as it was identified as needing replacement during the last inspection.

MOTION: B. Schlapkohl moved; seconded by L. Lopez to approve the purchase and installation of a replacement heater for the pump compartment on the fire truck.

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

UNFINISHED BUSINESS

A. City Ordinance Violations: Notice was given of the intention to adopt an amendment to Section 7, Subsection C of the City of Hendrum, Minnesota, Animal Control Ordinance No. 67, to incorporate the revision that defines how long an animal which habitually barks, cries, or howls before being declared a public nuisance which will authorize and empower the Police Department to impound, cite, or order the person keeping or harboring the dog or cat to keep the animal quiet or remove the animal from the City limits. A copy of the proposed amendment was available to view or to request a copy to view at the City Clerk's office. No concerns or inquiries were made by the public and the amendment was adopted.

MOTION: M. Smart moved; seconded by B. Schlapkohl to adopt Ordinance No 84: An Ordinance Amending Section 7, Subsection C, of Ordinance No. 67 Adopted on March 10, 2003, and Titled "Animal Control."

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

Discussion also took place regarding properties maintaining current nuisance violations and the council decided to hold off on violation notices until spring when a city-wide review can take place.

MOTION: B. Schlapkohl moved; seconded by M. Smart to conduct a city-wide property review in the spring of 2024 before sending property nuisance violation notices.

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

B. City Street Paving Project: No update.

C. Proposed Water Supply Project: Tyson Hajicek of Moore Engineering was in attendance to go over the proposal to provide an engineering study and funding application services to the City of Hendrum to study the City's water system and how this system would be impacted by a connection to East Central Rural Water. It will also include coordination and preparation of funding applications to fund the improvements the City would like to undertake. The objective of the study is to determine the best course of action for the City to take regarding its water system and the options the City has to fund this option. It was also decided by the council to have Moore Engineering look into applying for search grants.

MOTION: M. Smart moved; seconded by B. Schlapkohl to engage Moore Engineering to apply for search grants if eligible, and if the city is not eligible, to suspend work on the engineering study and schedule a special meeting to decide whether to continue to move forward.

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

- D. Elementary School:** Open gym will start on November 15th. The EDA will be sponsoring a contest to name the school building. Contractors have been contacted to provide a repair estimate for the ice and snow damage on the gymnasium roof.

Lee and Heather Langei of Rustic Rentals and Custom Creations LLC have requested to enter into a six-month lease agreement for room #39 in the school building to display their business products.

MOTION: B. Schlapkohl moved; seconded by *M. Smart* to lease room #39 to Lee and Heather Langei for six months at a rate of two hundred dollars a month with a two-hundred-dollar deposit for the purpose of having a space to display their items and to authorize Mayor Johannsen and Clerk-Treasurer Plemmons to sign the lease agreement.

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

- E. Wellhead Protection Grant:** Councilmember Smart has found a Generac 36KWH 120/240 3-phase LP generator available to purchase for \$13,670. The deadline for submitting receipts for one of the Wellhead Protection grants to install a generator is November 30th.

MOTION: B. Schlapkohl moved; seconded by *M. Smart* to purchase the Generac 36KWH 120/240 3-phase LP generator from Acme Tools for \$13,670.00.

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

NEW BUSINESS

- A. Ztrack Lawn Mower:** One quote has been received to purchase a new lawn mower. The city is waiting on the second quote.
- B. Zoning Ordinance Amendment:** Notice was given of the intention to adopt an amendment to Sections 3 and 9 of the City of Hendrum, Minnesota, Planning & Zoning (Land Use) Ordinance No. 74 to include definitions relating to a private use airport or heliport and to include a private airport or heliport under conditional uses in a Residential and Commercial/Industrial District. The public hearing to consider public commentary was opened at 7:45 pm. No concerns or inquiries were made by the public and no members of the public attended the public hearing. The public hearing was closed at 7:52 p.m. and the amendment was adopted.

MOTION: M. Smart moved; seconded by *B. Schlapkohl* to adopt Ordinance No 85: An Ordinance Amending Sections 3, and Section 9, of Ordinance No. 74 Adopted on March 22, 2005, and Titled "Planning & Zoning (Land Use)."

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

- C. Conditional Use Permit:** An application for conditional use has been filed by Dean Solum pursuant to Section 5, Subdivision 5, Ordinance No. 74: Planning & Zoning (and Use) to install and operate a private heliport on Lots 19 to 24, Block 1, White's First Addition, City

of Hendrum, Minnesota. A public hearing was held on Monday, October 16, 2023, at 6:45 P.M. during the Hendrum Economic Development Authority (EDA) meeting. There were several members of the public in attendance to ask questions and provide their input. Following the public hearing, the Authority made their recommendation to the Council to approve the Conditional Use Permit. The council reviewed the recommendation and moved to approve the Conditional Use Permit if Mr. Solum purchases the property.

MOTION: M. Smart moved; seconded by *B. Schlapkohl* to issue a Conditional Use Permit to install and operate a private heliport on Lots 19 to 24, Block 1, White's First Addition, City of Hendrum, Minnesota if the property is purchased by Dean Solum.

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

D. Building Permit: A building permit application to construct new decks on the front and back of 150 Hendrum Drive was reviewed and approved.

MOTION: B. Schlapkohl moved; seconded by *L. Lopez* to issue a building permit to construct a front and back deck at 150 Hendrum Drive.

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

E. Unpaid Utility Assessments: A Resolution to certify delinquent utility charges to the Norman County Auditor for assessment on parcels within the City of Hendrum was introduced for consideration.

MOTION: B. Schlapkohl moved; seconded by *L. Lopez* to adopt Resolution No. 2023-09: Resolution to Certify Delinquent Utility Charges to the Norman County Auditor for Assessment on Parcels within the City of Hendrum. By the following roll call vote, the resolution was duly adopted and is on file at the city clerk's office.

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

ADJOURNMENT

M. Smart moved; seconded by *B. Schlapkohl* to adjourn the meeting at 10:22 p.m. The next regular council meeting will be held at 7:00 P.M. on November 13, 2023, in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer