# REGULAR COUNCIL MEETING August 11, 2015

# CITY OF HENDRUM Professional Building Board Room:

#  308 Main St E, Hendrum, MN 56550

**PRESENT:** M. Alm,P. Baukol, C. Johannsen, M. Smart and S. Tommerdahl. Also present: J. Olson; D. Reinhart; C. Woeck, Maintenance Supervisor; and K. Plemmons, Clerk-Treasurer. Absent: None.

**CALL TO ORDER:** Mayor Johannsen called the meeting to order at 7:47 p.m.

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

**CITIZENS’ FORUM:** None.

**CONSENT AGENDA:**

*MOTION*:S. Tommerdahl moved; seconded by M. Smart to approve the minutes from the regularly scheduled council meeting held on July 14, 2015.

Ayes: Alm, Baukol, Johannsen, Smart and Tommerdahl. Nays: None. Absent: None. *MOTION DECLARED PASSED.*

**APPROVAL OF AGENDA:**

*MOTION:*P. Baukol moved; seconded by M. Alm to approve the agenda with the following additions: Clerk-Treasurer’s Report: c. 6-month Financial Report; New Business: G. Wastewater Contract and H. Street Closing.

Ayes: Alm, Baukol, Johannsen, Smart and Tommerdahl. Nays: None. Absent: None. *MOTION DECLARED PASSED.*

**REPORTS OF OFFICERS AND DEPARTMENT HEADS:**

**PUBLIC WORKS REPORT:** Discussion occurred over shuffling the “Drive Like Your Kids Live Here” signs. Authorization was granted to install speed bumps on Rice Street to discourage the speeding problem. Weed spraying is recommended to occur the first week of September. The dump truck needs new tires. B. Borgen may have tires available to sell.

*MOTION:* M. Smart moved; seconded by M. Alm to authorize C. Woeck to purchase tires from B. Borgen for approximately $50.00 per tire.

Ayes: Alm, Baukol, Johannsen, Smart and Tommerdahl. Nays: None. Absent: None. *MOTION DECLARED PASSED.*

**CLERK-TREASURER’S REPORT:**

***Financial Report/Claims:*** K. Plemmons presented the monthly financial report and claims in the amount of $24,171.33.

*MOTION:*M. Alm moved; seconded by S. Tommerdahl to approve the financial report and pay the claims in the amount of $24,171.33.

Ayes: Alm, Baukol, Johannsen, Smart and Tommerdahl. Nays: None. Absent: None. *MOTION DECLARED PASSED.* ***Voided Checks:*** The following check number has been voided: 13977.

***MnDOT Request:*** MnDOT is running a program to determine transportation issues by teaming manufacturers and carriers with community leaders and is requesting participation from a representative of the City of Hendrum. M. Alm volunteered to participate.

***6-month Financial Report:*** The report was handed out last meeting for review.

*MOTION:* M. Smart moved; seconded by P. Baukol to approve the 6-month financial report.

Ayes: Alm, Baukol, Johannsen, Smart and Tommerdahl. Nays: None. Absent: None. *MOTION DECLARED PASSED.*

**ENGINEER’S REPORT:**

***Flood Insurance Rate Maps (FIRM)*** A public hearing and informational meeting concerning the new flood insurance rate maps effective September 30, 2015, is scheduled for August 12th at 7:00 p.m. in the Hendrum Civic Center. Ceil Strauss, DNR State Floodplain Manager; Tyson Hajicek, City Engineer; and Garry Johanson, Norman County Planning and Zoning Administrator and Emergency Manager will be in attendance.

**MAYOR’S REPORT:** A new 10 month lease was signed and the new tractor was received through the RDO lease program. The League of Minnesota Cities recognized Rep. Paul Marquart and Sen. Kent Eken as their Legislators of Distinction for 2015. The City has received funding this year through Small Cities State Aid for Streets that is dedicated funding for street repair and maintenance which will be used this year for the gravelling and maintenance of the alleys that have been identified as most in need.

*MOTION:* S. Tommerdahl moved; seconded by P. Baukol to use the Small Cities State Aid for Streets funding to pay for the expenses of gravelling and maintaining the alleys.

Ayes: Alm, Baukol, Johannsen, Smart and Tommerdahl. Nays: None. Absent: None. *MOTION DECLARED PASSED.*

FIRE DEPARTMENT: The Insurance Services Office inspection was completed and we are currently waiting on the new rating. The inspection went well according to the inspector.

POLICE DEPARTMENT:

The Mayors of western Norman County attended the County Commissioners meeting to provide local community support for hiring an additional full-time deputy in the County Sheriff’s Department and the desire to contract for services.

PARK: No report.

OLD BUSINESS:

*Nuisance Violations:* Discussion occurred over the expectations of the nuisance officer.

*Personnel Policy/Sick Pay:* Tabled.

*EDA Bylaws:* The final version was approved at the August EDA meeting.

*MOTION:* S. Tommerdahl moved; seconded by M. Alm to approve the amendments to the Hendrum Economic Development Associations bylaws.

Ayes: Alm, Baukol, Johannsen, Smart and Tommerdahl. Nays: None. Absent: None. *MOTION DECLARED PASSED.*

*Seasonal Public Water Systems:* Tabled.

*Garbage Contract:* No report.

NEW BUSINESS:

*Building Permits:* Three building permit applications were submitted for review.

*MOTION:* P. Baukol moved; seconded by S. Tommerdahl to approve a building permit for 437 Gordon St. W.

Ayes: Alm, Baukol, Johannsen, Smart and Tommerdahl. Nays: None. Absent: None. *MOTION DECLARED PASSED.*

The second application will need to apply for variance to determine eligibility for a building permit based on the location requested for installing a fence. The building permit for the third location needed additional information before approval and a letter will be sent to the applicant.

*Howard Tommerdahl Request:* A request for building incentives for commercial businesses was discussed.

*Budget Work Session:* The special meeting date for the budget work session was set for August 24, 2015, at 7:00 pm.

*TIF Resolution:* A resolution drafted by David Drown Associates who manage the Tax Increment Financing (TIF) District for Hendrum was presented to approve the utilization of inter-fund loan from the general fund for the TIF District.

*MOTION:* M. Alm moved; seconded by M. Smart to adopt Resolution 2015-13: Resolution Approving the Utilization of Interfund Loan for Tax Increment Financing District No. 1-1.

Ayes: Alm, Baukol, Johannsen, Smart and Tommerdahl. Nays: None. Absent: None. *MOTION DECLARED PASSED.*

*Worker’s Compensation Plan:* Reviewed.

*Sanitary Survey Report:* Reviewed.

*Wastewater Contract:* A contract between the City of Hendrum and the City of Halstad for supervision by a certified wastewater operator until C. Woeck becomes a certified operator was reviewed.

*MOTION:* M. Smart moved; seconded by M. Alm to enter into an agreement for wastewater services provided by the City of Halstad per the terms of the contract.

Ayes: Alm, Baukol, Johannsen, Smart and Tommerdahl. Nays: None. Absent: None. *MOTION DECLARED PASSED.*

*Herbert Street Request:* A request was received to close Herbert Street from Main Street East to Gordon Street East for an auction sale from noon to midnight.

*MOTION:* S. Tommerdahl moved; seconded by P. Baukol to approve the street closure request.

Ayes: Alm, Baukol, Johannsen, Smart and Tommerdahl. Nays: None. Absent: None. *MOTION DECLARED PASSED.*

Having no further business, M. Smart moved; seconded by M. Alm to adjourn at 10:25 p.m. Motion carried. The above minutes are unofficial until approved at the next regularly scheduled council meeting on September 14, 2015.

Keri Plemmons, City Clerk-Treasurer