

CITY OF HENDRUM

Regular Council Meeting Minutes

September 10, 2018

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum council at 7:30 pm on September 10, 2018 in the board room 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: Milton Alm, Paul Baukol, Curt Johannsen, Wesley Magnell, and Michael Smart.

The following city personnel were present: Keri Plemmons, Clerk-Treasurer and Mark Sundblad, Maintenance Supervisor.

The following members of the public were present: John Kolness, Jeremy Hadrava (MnDOT), and Nikki Farrington (SEH, Inc.).

CONSENT AGENDA

- a) 2018-08-13 Regular Council Meeting Minutes
- b) 2018-08-29 Special Council Meeting Minutes
- c) 2018 Maintenance Logs
- d) GASB 68 for the City & GASB 67 for the Relief Association

MOTION: M. Alm moved; seconded by M. Smart to approve the listed consent agenda items.

ALM: aye; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

APPROVAL OF AGENDA

- a) Add to Unfinished Business: I. Lot Sale
- b) Add to Unfinished Business: J. Traffic Signs

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

ALM: aye; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

REPORTS OF OFFICERS AND DEPARTMENT HEADS

- a) **PUBLIC WORKS:** Debris was cleared from the valve accesses to several fire hydrants. Two hydrants along Great Northern Street are scheduled to be repaired on Thursday, September 13th. It was determined that the lagoon needs approximately fifty (50) yards of rip rap. Purchasing and placement of the rip rap is estimated to cost approximately two-thousand five hundred (\$2,500.00) dollars.

MOTION: P. Baukol moved; seconded by *M. Smart* to authorize purchasing and placing fifty (50) yards of rip rap at the lagoons.

ALM: *aye*; BAUKOL: *aye*; JOHANNSEN: *aye*; MAGNELL: *aye*; SMART: *aye*. *MOTION PASSED.*

- b) **CLERK-TREASURER:** The August financial report and September claims list totaling \$12,116.25 was presented for approval.

MOTION: M. Alm moved; seconded by *M. Smart* to approve the August financial report and September claims list as presented.

ALM: *aye*; BAUKOL: *aye*; JOHANNSEN: *aye*; MAGNELL: *aye*; SMART: *aye*. *MOTION PASSED.*

- a) **MAYOR:** The Minnesota Department of Natural Resources (DNR) has prepared the Draft Supplemental Environmental Impact Statement (DSEIS) to evaluate a new alternative to the previously-proposed Fargo-Moorhead Flood Risk Management Project. The public comment period started August 28th and will end September 27th for anyone who would like to submit comments as part of official public record.
- b) **FIRE DEPARTMENT:** Hendrum, Perley-Lee, Halstad and Shelly Fire Departments will be cooperatively training on how to manage car fires on September 11th and auto extrication on September 18th. The fire hall rental policy has been tabled for another month. Clerk-Treasurer Plemmons was instructed to schedule a Joint Powers Agreement (JPA) meeting with the Perley-Lee Fire Board for the purpose of providing an update on how the agreement is working and to discuss any other matters relating to the JPA.

UNFINISHED BUSINESS

- a) **City Ordinance Violations:** Seven property owners/occupants were notified of city ordinance violations. Three property owners/occupants brought the conditions into compliance. One new property was identified as containing ordinance violations and council instructed Clerk-Treasurer Plemmons to provide notification to the property owner/occupant.

MOTION: P. Baukol moved; seconded by *M. Smart* to notify the property owner/occupant at 225 Herbert Street North of ordinance violations.

ALM: *aye*; BAUKOL: *aye*; JOHANNSEN: *aye*; MAGNELL: *aye*; SMART: *aye*. *MOTION PASSED.*

Four properties were identified as still maintaining unabated nuisances and documents will be provided to the city attorney to authorize enforcement of the following orders:

MOTION: M. Alm moved; seconded by *M. Smart* to adopt Resolution No. 2018-15: Order to Find Public Nuisance at 154 US Highway 75 South under City of Hendrum Ordinance No. 80 by the following roll call vote:

ALM: *aye*; BAUKOL: *aye*; JOHANNSEN: *aye*; MAGNELL: *aye*; SMART: *aye*. *MOTION PASSED.*

MOTION: M. Smart moved; seconded by P. Baukol to adopt Resolution No. 2018-16: Order to Find Public Nuisance at 224 Quincy Street North under City of Hendrum Ordinance No. 80 by the following roll call vote:

ALM: aye; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

MOTION: P. Baukol moved; seconded by W. Magnell to adopt Resolution No. 2018-17: Order to Find Public Nuisance at 220 Canning Street East under City of Hendrum Ordinance No. 80 by the following roll call vote:

ALM: aye; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

MOTION: M. Smart moved; seconded by M. Alm to adopt Resolution No. 2018-18: Order to Find Public Nuisance at 100 Park Avenue East under City of Hendrum Ordinance No. 80 by the following roll call vote:

ALM: aye; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

- b) **MnDOT Hwy 75 Reconstruction Project:** Jeremy Hadrava (MnDOT) and Nikki Farrington (SEH, Inc.) were present to provide an update and discuss various aspects of the project. Examples of signage was presented that will be used during the Open House on Wednesday, September 12th. The council was also provided with an early estimation of the city's cost portion of the project. Two percent of the cost of the project is delegated for beautification with different options being discussed. A right of access permit was submitted by MnDOT for the purpose of soil drilling, investigating, monitoring, testing, surveying, boring, and other activities necessary to perform geotechnical investigations of which findings will be provided to the city as property owner at parcel number 45.

MOTION: P. Baukol moved; seconded by M. Smart to authorize Mayor Johannsen and Clerk-Treasurer Plemmons to sign the right of access permit submitted by MnDOT.

ALM: aye; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

- c) **Wellhead Protection:** No update.
- d) **Employee Evaluations:** A special meeting has been called for the purpose of conducting employee evaluations for September 26th at 7:00 pm.

MOTION: P. Baukol moved; seconded by M. Alm to schedule a special meeting to conduct employee evaluations for September 26, 2018, at 7:00 pm.

ALM: aye; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

- e) **Lease Property:** A letter from the city attorney was sent informing the lessor of the decision to terminate the lease.
- f) **Sidewalk:** Still waiting on quotes for the replacement work.

g) **Trailer:** Several quotes for new and used trailers were discussed.

MOTION: C. Johannsen moved; seconded by P. Baukol to authorize M. Smart and C. Johannsen to purchase a trailer at their discretion with a maximum spending allowance of \$1,400.00.

ALM: *aye*; BAUKOL: *aye*; JOHANNSEN: *aye*; MAGNELL: *aye*; SMART: *aye*. *MOTION PASSED.*

h) **Public Alert Messaging:** Public Alert software offers the ability to create and send any message needed to notify residents about emergency alerts, informational alerts or even newsletters for the residents. Public Alert will connect with the residents using one or all methods of communication (voice phone call, cell phone or email).

MOTION: M. Smart moved; seconded by M. Alm to register to use the Public Alert software for \$225.00 for one year subscription.

ALM: *aye*; BAUKOL: *aye*; JOHANNSEN: *aye*; MAGNELL: *aye*; SMART: *aye*. *MOTION PASSED.*

i) **Lot Sale:** The Hendrum EDA has agreed to sell Lot 1, Block 1 of the Wild Rice Addition for new construction and the interested party would also like to purchase the land to the north of the lot. A property description and clear title have to be obtained, however the general consensus of the council was that it is in the best interest of the city to sell the city land to the interested party for new construction.

j) **Traffic Signs:** Several property owners have been contacted concerning significant trimming of their trees in order to make the traffic signs visible.

NEW BUSINESS

a) **2019 Tax Levy:** Results from the budget meeting were discussed and the preliminary levy was set with a zero percent increase from 2018.

MOTION: M. Alm moved; seconded by M. Smart to certify the levy for the City of Hendrum for the year 2019 at the following amounts: Revenue (\$105,869), Fire (\$13,114) and Police (\$8,729) for a gross levy totaling \$127,712.

ALM: *aye*; BAUKOL: *aye*; JOHANNSEN: *aye*; MAGNELL: *aye*; SMART: *aye*. *MOTION PASSED.*

b) **Donation:** A donation was received from Norman County Soybean & Corn Growers Association to be used for fueling the fire department vehicles.

MOTION: P. Baukol moved; seconded by W. Magnell to adopt Resolution No. 2018-14: Resolution Accepting Donations by the following roll call vote:

ALM: *aye*; BAUKOL: *aye*; JOHANNSEN: *aye*; MAGNELL: *aye*; SMART: *aye*. *MOTION PASSED.*

c) **IRIS Resolution Request:** Infants Remembered In Silence (IRIS), Inc. is a nonprofit organization that works with thousands of people across Minnesota and across the United States who have experienced the death of child during pregnancy through early childhood. On October 15th bereaved parents remember these children annually with a 7 pm candle lighting. The organization has requested the City Council

of the City of Hendrum to recognize October 15th as Pregnancy and Infants Loss Remembrance Day.

MOTION: M. Smart moved; seconded by W. Magnell to adopt Resolution 2018-19: Recognizing National Pregnancy and Infant Loss Awareness Day by the following roll call vote:

ALM: aye; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

d) Building Permits: Three building permit applications were reviewed by the council.

MOTION: P. Baukol moved; seconded by W. Magnell to approve the application and issue a building permit for 106 Park Avenue East.

ALM: aye; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

MOTION: M. Smart moved; seconded by M. Alm to approve the application and issue a building permit for 130 Park Avenue West.

ALM: aye; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

MOTION: W. Magnell moved; seconded by M. Alm to approve the application and issue a building permit for 223 Herbert Street.

ALM: aye; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

ADJOURNMENT

M. Smart moved; seconded by W. Magnell to adjourn the meeting at 10:31 pm. The next regular council meeting will be at 7:30 pm on October 8, 2018, in the board room of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer