# REGULAR COUNCIL MEETING April 13, 2015

# CITY OF HENDRUM

Professional Building Board Room: 308 Main St E, Hendrum, MN 56550

**PRESENT:** M. Alm,P. Baukol, M. Smart and S. Tommerdahl. Also present: S. Hempeck; J. Kolness; T. Hajicek, City Engineer; C. Woeck, Maintenance Supervisor; and K. Plemmons, Clerk-Treasurer. Absent: C. Johannsen.

**CALL TO ORDER:** ViceMayor Smart called the meeting to order following the EDA meeting at 7:55 p.m.

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

**CITIZENS’ FORUM:** S. Hempeck discussed concerns about the low water pressure at his residence.

**CONSENT AGENDA:**

*MOTION*:S. Tommerdahl moved; seconded by P. Baukol to approve the minutes from the regularly scheduled council meeting held on March 18, 2015.

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

**APPROVAL OF AGENDA:**

*MOTION:*P. Baukol moved; seconded by M. Alm to approve the agenda with the following additions: New Business: E. EDA By-Laws.

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

**REPORTS OF OFFICERS AND DEPARTMENT HEADS:**

**PUBLIC WORKS REPORT:** The Park will be opened after the danger of overnight freezing has passed. W. Weippert will be resuming his position as a seasonal worker to operate the batwing mower when the mowing season gets underway.

**CLERK-TREASURER’S REPORT:**

***Monthly Financial Report and Claims:*** K. Plemmons presented the monthly financial report and claims in the amount of $10,244.56.

*MOTION:*M. Alm moved; seconded by S. Tommerdahl to approve the financial report and pay the claims in the amount of $10,244.56.

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

***Voided Checks:*** *The following check number has been voided:* 13796.

***Softline Data:*** A proposal by the City’s utility software billing company to pre-pay for services was reviewed. It was determined not to pursue the proposal.

***Checking Account:*** Discussion occurred over consolidating the Sinking Street checking account into the General Fund checking account to simplify the accounting procedures for the City.

*MOTION:* M. Alm moved; seconded by S. Tommerdahl to close the Sinking Street checking account and transfer the funds into the General Fund checking account.

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

**ENGINEER’S REPORT:** T. Hajicek discussed the FEMA notification of the final flood hazard determination for the City of Hendrum and pursuing the map amendment for the Wild Rice Addition to be included in the seclusion with the rest of the City of Hendrum.

*MOTION:* M. Alm moved; seconded by P. Baukol to allow T. Hajicek to apply for a map amendment for the Wild Rice Addition with engineering expenses billed hourly and not to exceed $2,800.00 and $800.00 for the FEMA application fee on the contingency of an approved seclusion status for the City of Hendrum.

Ayes: Alm, Baukol, and Smart. Nays: Tommerdahl. Absent: Johannsen. *MOTION DECLARED PASSED.*

**MAYOR’S REPORT:** No report.

FIRE DEPARTMENT: The Steak Supper Fundraiser was well attended. The proceeds are being used to save for an ambulance.

Donation Resolution: A donation by Arvig was received for the Fire Department.

MOTION: M. Alm moved; seconded by S. Tommerdal to adopt Resolution #2015-08: Monetary Donation.

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

POLICE DEPARTMENT: There will be more patrolling by the Norman County Sheriff’s Department occurring after school to help regulate ATV traffic.

PARK UPDATE: No report.

OLD BUSINESS:

Nuisance Violations: No action was taken.

Employee Evaluations: Tabled.

Personnel Policy/Sick Pay: Tabled.

NEW BUSINESS:

Change May meeting date: A request to change the May meeting date was requested due to the Clerk’s office being closed to attend training. The City Council and EDA meeting date is changed to Monday, May 18, 2015.

Local Board of Appeal & Equalization Meeting – Thursday, April 30, 2015: An attendance reminder for the council.

May Beautification Month Declaration: MOTION: P. Baukol moved; seconded by S. Tommerdahl to adopt Resolution # 2015-10: Proclaiming May 2015 as Hendrum Beautification Month.

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

Tree Program: The City of Hendrum is proclaiming May as Beautification Month and in support is continuing the Hendrum Tree Planting Program. There are a few changes to the program this year. The City of Hendrum is encouraging citizens to plant trees from May 1st until June 30th. Purchase up to two trees from a supplier of your choice and the City will reimburse residents for ½ of the purchase price of the trees or up to $20.00 per tree. The City has allocated funds for this program and is on a first-come, first serve basis. Interested residents must plant trees within the City of Hendrum. More information will be provided in the Spring Newsletter to be received the end of April or by contacting the City Clerk’s office.

EDA By-Laws: The EDA By-Laws were updated and approved by the Hendrum Economic Development Authority board. The council will review the changes and take action at the next meeting.

OTHER BUSINESS: None.

ANNOUNCEMENTS:

1. April 25, 2015 – Fine Arts a la Mode Fundraiser
2. April 30, 2015 – Local Board of Appeals & Equalization Meeting
3. May 4-8, 2015 – MN Municipal Clerks Institute – Clerk’s Office Closed
4. May 12, 2015 – Spring Clean-up Day
5. May 14, 2015 – Hendrum Pet Clinic
6. May 18, 2015 – Regular Council Meeting
7. May 25, 2015 – Memorial Day – All City Offices Closed
8. July 24-26, 2015 – All-School Reunion

Having no further business, M. Alm moved; seconded by P. Baukol to adjourn at 9:23 p.m. Motion carried. The above minutes are unofficial until approved at the next regularly scheduled council meeting on May 18, 2015.

Keri Plemmons, City Clerk-Treasurer