

**CITY OF HENDRUM**  
**Regular Council Meeting Minutes**  
September 14, 2020

**CALL TO ORDER**

Mayor Johannsen called to order the regular meeting of the City of Hendrum Council at 7:32 pm on September 14, 2020 in the Hendrum Civic Center located at 309 Main Street East in Hendrum, Minnesota. The Pledge of Allegiance was recited.

**ROLL CALL**

The following council members were present: Paul Baukol, Curt Johannsen, Michael Smart, and Steven Jeffery.

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

The following member of the public was present: Jay DeLong, Firefrost ATV Club.

**CITIZEN'S FORUM**

- a) **Firefrost ATV Club:** Jay DeLong approached the council regarding a drainpipe originating from private property that is currently running through the rail bed. The consensus of the council was that the drainage from the private property should continue to drain into the rail ditch. The ATV club will need to work with the property owner on how to manage the drainpipe.

**CONSENT AGENDA**

- a) 2020-08-10 Regular Council Meeting Minutes
- b) 2020-08 Maintenance Logs
- c) 2020-08-11 Memo regarding training a board member for the Local Board of Appeal & Equalization meeting
- d) 2020-08-10 Notice regarding the Wild Rice-Marsh Watershed Comprehensive Management Plan

*MOTION: S. Jeffery moved; seconded by P. Baukol to approve the consent agenda as presented.*

*BAUKOL: aye; JEFFERY: aye; JOHANNSEN: aye; MAGNELL: absent; SMART: aye. MOTION PASSED.*

**APPROVAL OF AGENDA**

- a) Add to Clerk-Treasurer's Report: **2. Appliance Stickers**
- b) Add to New Business: **D. Building Permit**

*MOTION: S. Jeffery moved; seconded by P. Baukol to approve the agenda with the listed additions.*

*BAUKOL: aye; JEFFERY: aye; JOHANNSEN: aye; MAGNELL: absent; SMART: aye. MOTION PASSED.*

## REPORTS OF OFFICERS AND DEPARTMENT HEADS

**A. PUBLIC WORKS:** Since the grass has been slowing down there will be time to get the ditches weed-whacked. Gopher population control measures are under way along the levee. Mosquito spraying is tentatively scheduled to take place for one more week. Exposed rebar at the park was reported by Councilmember Jeffery. Mr. Sundblad stated that he will investigate and correct any deficiencies.

**B. CLERK-TREASURER:**

**1. Financial Report & Claims List:** The August financial report and September claims list totaling \$27,944.74 were presented for approval. Additional claims totaling \$9,242.00 were also presented for payment.

*MOTION: M. Smart* moved; seconded by *P. Baukol* to approve the August financial report and pay the claims in the amount of \$37,186.74.

BAUKOL: *aye*; JEFFERY: *nay*; JOHANNSEN: *aye*; MAGNELL: *absent*; SMART: *aye*. *MOTION PASSED.*

**2. Appliance Stickers:** The fall cleanup is scheduled to take place on October 13<sup>th</sup>. Clerk-Treasurer Plemmons requested guidance on how to manage selling the appliance stickers as she will not be available during the week prior to the scheduled fall cleanup. Council instructed Ms. Plemmons to inform the public that they will need to plan to purchase their stickers ahead of time or the Monday immediately preceding cleanup day when the clerk is back in the office.

**C. MAYOR:** No update.

**D. FIRE DEPARTMENT:** No update.

## UNFINISHED BUSINESS

**A. City Ordinance Violations:** Review hearings have been scheduled regarding two separate properties located within the city. It was also reported that several dogs were running at large and one of the dogs attacked a leashed dog and owner on their own property and both the dog and owner suffered injuries. A police report has been filed.

*MOTION: P. Baukol* moved; seconded by *M. Smart* to send an ordinance violation notice regarding the unregistered dogs running at large and to begin the process of designating the dog as a "Potentially Dangerous Dog" or as a "Dangerous Dog" according to MN Statute 347.51.

BAUKOL: *aye*; JEFFERY: *aye*; JOHANNSEN: *aye*; MAGNELL: *absent*; SMART: *aye*. *MOTION PASSED.*

**B. MnDOT Hwy 75 Reconstruction Project:** Mayor Johannsen did a walk through with MnDOT officials and it was determined that the contract with MnDOT will be left open to address the following issues: grass establishment on the levee; drainage issues with the ditches near Hendrum Drive and the west ditch north of County Road 25; and signage.

**C. City Street Paving Project:** The requested changes from the last meeting were addressed and an updated estimate was produced by the engineer. The engineer will attend the October meeting to answer any council questions.

- D. Wellhead Protection:** The meeting with Mr. Disrud to review and revise data, approve maps, and discuss plan goals has been scheduled to take place on Thursday, September 17<sup>th</sup>.
- E. COVID-19 Funding:** Estimates for some of the expenses were reviewed. More time is needed to gather additional information. Applications for small business grants are being received. A special meeting will be scheduled to work on budgeting the funding. It was reported that the current automatic soap dispensers in the Professional Building and fire hall will need to be replaced due to the vendor no longer having the soap dispenser refills in stock and the discontinuation of the supply.

*MOTION: S. Jeffery moved; seconded by P. Baukol to purchase three automatic soap dispensers to replace the discontinued models.*

*BAUKOL: aye; JEFFERY: aye; JOHANNSEN: aye; MAGNELL: absent; SMART: aye. MOTION PASSED.*

- F. 2021 Preliminary Budget:** A special meeting to work on the preliminary 2021 budget will be scheduled for Tuesday, September 29<sup>th</sup> at 7:00 pm in the Hendrum Civic Center.

## **NEW BUSINESS**

- A. Resignation:** A letter of resignation was received by a volunteer of the Hendrum Fire Department.

*MOTION: P. Baukol moved; seconded by M. Smart to accept the resignation of Troy Rudnik from the Hendrum Fire Department.*

*BAUKOL: aye; JEFFERY: aye; JOHANNSEN: aye; MAGNELL: absent; SMART: aye. MOTION PASSED.*

- B. Workers' Compensation Options:** A quotation for workers' compensation deposit premium options from the League of Minnesota Cities Insurance Trust (LMCIT) was presented for consideration. After discussing the available options, the council selected the regular premium option.

*MOTION: S. Jeffery moved; seconded by M. Smart to select the regular premium option for workers' compensation coverage and authorize Clerk-Treasurer Plemmons to sign and return the document to the LMCIT.*

*BAUKOL: aye; JEFFERY: aye; JOHANNSEN: aye; MAGNELL: absent; SMART: aye. MOTION PASSED.*

- G. Special Meeting:** A special meeting to work on the preliminary 2021 budget and CARES Act funding has been scheduled for Tuesday, September 29<sup>th</sup> at 7:00 pm in the Hendrum Civic Center.

*MOTION: P. Baukol moved; seconded by M. Smart to schedule a special meeting of the Hendrum City Council to take place on Tuesday, September 29<sup>th</sup> at 7:00 pm in the Hendrum Civic Center for the purpose of working on the preliminary 2021 budget and CARES Act funding.*

*BAUKOL: aye; JEFFERY: aye; JOHANNSEN: aye; MAGNELL: absent; SMART: aye. MOTION PASSED*

## **ADJOURNMENT**

*S. Jeffery* moved; seconded by *M. Smart* to adjourn the meeting at 9:06 pm. The next regular council meeting will be at 7:30 pm on October 12, 2020, in the Hendrum Civic Center located at 309 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer