

# CITY OF HENDRUM

## Regular Council Meeting Minutes

May 18, 2020

### CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum Council at 7:17 pm on May 18, 2020 in the Hendrum Civic Center located at 309 Main Street East in Hendrum, Minnesota. The meeting was originally scheduled to take place on May 11<sup>th</sup> but was rescheduled due to lack of a quorum.

### ROLL CALL

The following council members were present: Paul Baukol (by teleconference at 7:25 pm), Curt Johannsen, Michael Smart, and Steven Jeffery.

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

The following member of the public was present: Stash Hempeck.

### CONSENT AGENDA

- a) 2020-03-09 Regular Council Meeting Minutes
- b) 2020-03-24 Special Council Meeting Minutes
- c) 2020-04-30 Local Board of Appeal & Equalization Meeting Minutes
- d) 2020-05-07 Special Council Meeting Minutes
- e) 2020-03 Maintenance Logs
- f) 2020-04 Maintenance Logs

*MOTION: M. Smart* moved; seconded by *S. Jeffery* to approve the consent agenda as presented. The motion was passed by the following roll call vote.

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

### APPROVAL OF AGENDA

- a) Add to New Business:
  - G. City Sidewalks;
  - H. Flags;
  - I. 1997 Ford Pickup;
  - J. ATV Trailhead (Rask Park)

*MOTION: S. Jeffery* moved; seconded by *M. Smart* to approve the agenda with the listed additions. The motion was passed by the following roll call vote.

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

## REPORTS OF OFFICERS AND DEPARTMENT HEADS

**A. PUBLIC WORKS:** Maintenance Superintendent Sundblad will be working on readying the park for the public this week.

**B. CLERK-TREASURER:**

- 1. Financial Report & Claims List:** The March and April financial reports were presented for approval. The April claims list totaling \$14,808.90 and the May claims list totaling \$14,161.14 were also presented for approval.

*MOTION: M. Smart* moved; seconded by *S. Jeffery* to approve the March and April financial reports and pay the claims in the amount of \$28,970.04. The motion was passed by the following roll call vote.

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

- 2. Annual Clean-up Day:** The clean-up day has been rescheduled for a fall date (to be determined) for this year only.
- 3. Pet Clinic:** The pet clinic has been scheduled for June 2<sup>nd</sup> at the Hendrum Community Park which will aid in providing safer, more distanced interactions between pet owners and the veterinarian and staff to operate during the pandemic.
- 4. Voided Checks:** The following checks were voided: Due to duplicated checks (16019, 16024, 16025); returned from vendor (16062, 16064); and misprint (16067).
- 5. Charge-off Approval:** Two of the tax-forfeited properties which were acquired by the Hendrum EDA had outstanding utility account balances with the City. These properties will have their structures removed to clean up blight. Clerk-Treasurer Plemmons requested permission to charge-off the outstanding balances on the accounts.

*MOTION: S. Jeffery* moved; seconded by *M. Smart* to charge-off \$332.94 for the utility account at 335 Main St W and \$431.34 for the utility account at 363 Rice St S. The motion was passed by the following roll call vote.

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

**MAYOR:** The potential flooding event this spring did not cause any issues within the city. We also had significantly better drainage within the city limits. One of the changes that may have contributed to the improved drainage was how the snow plowing this year did not create hard, snow-packed ridges. Mayor Johannsen also covered how the city employees are managing their departments during COVID-19. The loosening of restrictions by the governor will allow for more of the local businesses to begin operating again. There are a couple of options that the State legislature will be considering to assist cities financially, but nothing has been approved yet. Mayor Johannsen has also chosen to proclaim the month of June as Beautification and Tree-Planting Month in the City of Hendrum and to promote the proclamation on the City Facebook page. Mayor Johannsen entertained a motion to approve continuing the tree planting program which refunds each property owner who

turns in receipts half the cost of two trees to be planted on property within the City of Hendrum up to a limit of twenty dollars (\$20.00) per tree. The program operates on a first come, first serve basis up to the amount determined when the 2020 budget was adopted.

*MOTION: S. Jeffery moved; seconded by M. Smart to continue the tree-planting program for 2020. The motion was passed by the following roll call vote.*

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

- C. FIRE DEPARTMENT:** Due to restrictions imposed and safety concerns created by COVID-19, the Firefighter's Relief Association has postponed the Steak Supper fundraiser until 2021.

#### **UNFINISHED BUSINESS**

- A. City Ordinance Violations:** Open ordinance violation files were reviewed. One file is no longer in violation and was closed.
- B. MnDOT Hwy 75 Reconstruction Project:** The decorative lights and street signs have been installed, concrete has been inspected and repaired, and work is continuing on landscaping.
- C. City Street Paving Project:** Soil borings have been completed. The engineer will be at the June meeting to provide an update.
- D. Wellhead Protection:** No update.
- E. Maintenance Summer Help:** Two applications were received for the position. Both applicants are looking for part-time hours. Council decided to hire both applicants as part-time seasonal employees.

*MOTION: S. Jeffery moved; seconded by M. Smart to hire Tom Brownlee and Les Welch as part-time maintenance summer help for fifteen dollars (\$15.00) per hour. The motion was passed by the following roll call vote.*

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

#### **NEW BUSINESS:**

- A. MDH Drinking Water Revolving Fund Project Priority List:** The city has submitted a project proposal to the Minnesota Department of Health regarding replacing the water tower in order to be included on the Drinking Water Revolving Fund project priority list. No financial or other commitments have been decided at this time.
- B. Hempeck Request:** Stash Hempeck submitted an exploratory proposal to purchase the Evergreen Addition in order to develop a truck garden operation that would include fruit trees, small fruits, perennial garden plants, nuts, bees, pastured poultry, other small livestock (sheep, goats, small-breed hogs) and the production of compost. Mr. Hempeck was on hand to answer any questions from the council members regarding the proposal. As mentioned in the proposal this will be the third time Mr. Hempeck has broached the subject and has stated that there was never any Council action taken such as call for a motion or a vote on the matter. The City has leased land that it owns outside of city limits to Mr. Hempeck for a similar proposed operation. This property did not get used in the proposed manner, was

eventually declared blighted and the lease was terminated. When asked what would be done differently than previous efforts to develop a similar operation, Mr. Hempeck explained that the previously discussed property did not get used as proposed due to lack of financial resources at the time. He stated that he is exploring different financial backing options for this proposal. Another question posed by the council was whether or not the proposed property use could work without the animals. Mr. Hempeck stated that they are not essential but are preferable to create the compost to fertilize the rest of the operation and that the whole concept works better with the animals. There were concerns from the council regarding the current difficulties to effectively contain the poultry that reside on Mr. Hempeck's property on the east side of town and that expanding the operation to the west side of town will potentially compound the problem not only with the pastured poultry, but containment of the other small livestock in addition to the odors that would be produced. Following all questions and commentary, Mayor Johannsen opened the floor to any council members to make a motion.

*MOTION: S. Jeffery* moved to table the request until the next meeting to look into other options. The motion fell to the floor for lack of a second.

*MOTION: C. Johannsen* moved; seconded by *P. Baukol* to deny the purchase proposal to develop a truck garden operation by Mr. Hempeck based on past history with land use and because the proposal is not in the best interest of the City. The motion was passed by the following roll call vote. *BAUKOL: aye; JEFFERY: abstain; JOHANNSEN: aye; MAGNELL: absent; SMART: aye. MOTION PASSED.*

- C. Main Street & TH 75 Flowers:** The Hendrum EDA would like to acquire four more barrels to place along Main Street and TH 75 along with the dirt and flowers necessary to fill all of the barrels. Traditionally the EDA and the City Council split the expense. The Hendrum EDA is requesting an increase in the budget for the expenditure this year to account for the additional barrels, dirt and flowers. They are requesting five hundred dollars as the contribution from the city.

*MOTION: S. Jeffery* moved; seconded by *M. Smart* to authorize spending up to five hundred dollars from the General Fund for the purchase of barrels, soil and flowers to be displayed along Main Street and TH 75. The motion was passed by the following roll call vote.

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

- D. Demolition Permits:** Three demolition permit applications were received to remove the houses and garage from the properties.

*MOTION: M. Smart* moved; seconded by *S. Jeffery* to issue demolition permits to remove the house and garage from 342 Main Street West, the house from 314 Main Street East, and the house from 261 Herbert Street South. The motion was passed by the following roll call vote.

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

- E. Building Permits:** One building permit application was received to replace windows on an existing property. One fence permit application was received. After review by the council both applications were found to be complete and acceptable for approval.

*MOTION: S. Jeffery* moved; seconded by *M. Smart* to issue a building permit to 124 Park Avenue East. The motion was passed by the following roll call vote.

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

*MOTION: M. Smart* moved; seconded by *S. Jeffery* to issue a fence building permit to 254 Herbert Street South. The motion was passed by the following roll call vote.

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

- F. Donations:** Four donations were offered to the city. A resolution to accept the following donations was introduced: Lee Township (\$250.00) to be used for the rescue squad; Gary Cares (\$193.29) to be used for the fire department; Gary Cares (\$263.89) to be used for the rescue squad; and Elm River Township (\$986.00) to be used for fire services in 2020. The council of the City of Hendrum is appreciative of the donors' intent and finds that it is appropriate to accept the donations offered.

*MOTION: S. Jeffery* moved; seconded by *M. Smart* to adopt Resolution No. 2020-12: Resolution Accepting Donations. By the following roll call vote the resolution was duly adopted and is on file at the City Clerk's office.

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

- G. City Sidewalks:** A request was made to cover up the deteriorated sidewalk on the west side of the property located at 312 Main Street East. This property is owned by the Hendrum EDA.

*MOTION: M. Smart* moved; seconded by *S. Jeffery* to cover the sidewalk located on the west side of the property at 312 Main Street East with topsoil. The motion was passed by the following roll call vote.

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

A portion of the curb and sidewalk along 308 Main Street was removed last year in order to repair a water break at the curb-stop. Norman County is planning to resurface Main Street this summer. After discussion, the council agreed that the sidewalk and curb section would ideally be repaired before the resurfacing project.

*MOTION: P. Baukol* moved; seconded by *M. Smart* to authorize Mayor Johannsen to seek out and accept a reasonable bid from a contractor to pour a sidewalk slab and curb as long as the estimated bid is within fifteen percent (15%) of the last quote to repair the sidewalk in front of 312 Main Street East. The motion was passed by the following roll call vote.

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

**H. Flags:** A request was made to purchase ten flags and six new pole brackets in order to add flags to the decorative street lights on TH 75 and to replace some deteriorating flags. Cost estimates were discussed and donations will be pursued to help cover the cost.

*MOTION:* *M. Smart* moved; seconded by *S. Jeffery* to authorize the purchase of ten flags and six pole brackets with a spending cap of one thousand dollars (\$1,000.00). The motion was passed by the following roll call vote.

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

**I. 1997 Ford Pickup:** The 1997 Ford Pickup had been declared surplus property and authorized to be sold for scrap. It was proposed instead to include the 1997 Ford Pickup with other surplus property owned by the Hendrum EDA to be auctioned off at a later date.

*MOTION:* *S. Jeffery* moved; seconded by *M. Smart* to hold on to the 1997 Ford Pickup and include it with the other items that the Hendrum EDA plans to auction. The motion was passed by the following roll call vote.

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

**J. ATV Trailhead (Rask Park):** The Firefrost ATV Club is interested in using Rask Park as the trailhead for the recreational trail they are working on developing on the rail bed between Perley and Shelly. They have requested informal approval from the City of Hendrum to consider using the space for this purpose. Once funding has been secured an official agreement with the terms and conditions will be presented for consideration. The Hendrum City Council is in favor of pursuing the development of a trailhead at Rask Park.

## ADJOURNMENT

*M. Smart* moved; seconded by *S. Jeffery* to adjourn the meeting at 9:22 pm. The next regular council meeting will be at 7:30 pm on June 8, 2020, in the Hendrum Civic Center located at 309 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer