

**CITY OF HENDRUM**  
**Regular Council Meeting Minutes**

April 10, 2017

**CALL TO ORDER**

Mayor Johannsen called to order the regular meeting of the City of Hendrum council at 7:32 pm on April 10, 2017 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: Paul Baukol, Wesley Magnell, Milton Alm, Michael Smart, Curt Johannsen

The following city personnel were present: Keri Plemmons, Clerk-Treasurer, Cynthia Julin, City Attorney

The following members of the public were present: Todd Siemieniewksi, Shelly Fire Chief

**CONSENT AGENDA**

- a) 2017-03-13 Regular Council Meeting Minutes
- b) 2017-04-03 Special Council Meeting Minutes
- c) 2017-03 Maintenance Log

*MOTION: M. Smart moved; seconded by P. Baukol to approve the listed consent agenda items. ALM: aye; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.*

**APPROVAL OF AGENDA**

*MOTION: M. Alm moved; seconded by W. Magnell to approve the agenda as presented. ALM: aye; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.*

**REPORTS OF OFFICERS AND DEPARTMENT HEADS**

- a) **PUBLIC WORKS:** Discussion occurred over the immediate verbal resignation of Carl Woeck, Maintenance Superintendent; how to fill the vacated position; and who to contact with current water and wastewater licenses to fulfill the reporting requirements until the city has a licensed water and wastewater operator.

*MOTION: P. Baukol moved; seconded by M. Alm to accept the verbal resignation of Carl Woeck. ALM: aye; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.*

*MOTION: M. Alm moved; seconded by M. Smart to advertise for the position of Maintenance Superintendent to be published for two weeks with an application deadline of Thursday, April 27<sup>th</sup> by 5:00 pm with a special meeting to take place at 7:30 pm the same night.*

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

*MOTION: M. Smart moved; seconded by W. Magnell to allow Curt Johannsen to research options and select a qualified individual or company to be hired temporarily to fulfill the sampling and reporting requirements by the state for the city's water and wastewater treatment facilities.*

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

- b) **CLERK-TREASURER:** The financial report and claims totaling \$14,781.28 was presented. It was determined that the \$125.00 claim from Minnesota Rural Water Association for an upcoming line tracing session be removed from the list and the registration cancelled due to C. Woeck's resignation.

*MOTION: P. Baukol moved; seconded by M. Smart to approve the financial report and claims totaling \$14,656.28.*

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

The Municipal Clerk's Institute is taking place May 1-5, 2017, and K. Plemmons requested that the May meeting date to be rescheduled to allow time to prepare the agenda packets. Also, the deadline for information to be included in the Spring Newsletter is Wednesday, April 12th.

*MOTION: M. Smart moved; seconded by M. Alm to approve rescheduling the May meeting date from May 8<sup>th</sup> to May 15<sup>th</sup> at 7:30 pm.*

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

- c) **MAYOR:** Legislative Update: On March 29<sup>th</sup> – 30<sup>th</sup> Mayor Johannsen was lobbying in St. Paul. He is watching the bonding bill for flood hazard mitigation where funding could possibly be obtained for the road raises. Senator Eken and Representative Marquart have introduced bills in both the House and Senate to approve appropriations for flood hazard mitigation for Hendrum and Perley which would assist in the road raise effort if the bonding bill would fail. The mayor is also watching the omnibus transportation bill which could possibly include funding for maintaining city streets. The omnibus tax bill has a temporary local government aid (LGA) appropriations increase included.

Levee Analysis Mapping Process (LAMP) is officially complete.

Mayor Johannsen proclaimed the month of May as Beautification month in the City of Hendrum.

**FIRE DEPARTMENT:** The Steak Supper fundraiser successfully brought in enough money for the Hendrum Firefighter's Relief Association to purchase the Hurst battery operated extrication tool. Two sealed bids were received for the surplus ambulance that was advertised. The Mayor opened both bids and read aloud the offers. The Council discussed the merits of accepting the bid that allows the vehicle to be used as an ambulance for a neighboring community Rescue Squad.

*MOTION:* P. Baukol moved; seconded by M. Smart to accept the five dollar bid submitted by the City of Shelly for the 1994 Ford E-350 Ambulance.

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

## **UNFINISHED BUSINESS**

- a) **City Ordinance Violations:** C. Julin was in attendance to answer council questions concerning the nuisance ordinance violation civil cases. A special meeting has been called for Wednesday, April 19<sup>th</sup> at 7:30 pm to conduct business pertaining to the nuisance properties.
- b) **Minnesota Basic Code:** No update.
- c) **MNDot Hwy 75 Reconstruction Project:** No update.
- d) **Hwy 75 Parking:** No update.
- e) **Hendrum Relief Association Pension Actuarial Study:** No update.
- f) **Wellhead Protection:** The Wellhead Protection planning committee met with the Minnesota Department of Health (MDH) principal planner and engineer to go over the Scoping I materials and work plan. A notice of intent to develop a wellhead protection plan will be mailed out by the city to neighboring and overlying units of government. The MDH principal planner and engineer will develop and write the plan which will take a few months. Due to the size of our city, the expense of this project is covered by state funding.
- g) **Sunday Off-sale:** The council discussed the legislative bill and the need to update the city ordinance regulating liquor licensing to accommodate the state law changes.
- h) **Seasonal Employment:** Three applications were submitted for the seasonal employment position. The council reviewed the submitted applications.

*MOTION:* M. Smart moved; seconded by P. Baukol to offer the position of seasonal summer help to Kylie Wamstad and Wilbert Weippert.

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

- i) **Nuisance Ordinance:** The draft of the proposed nuisance ordinance was made available to the council and a few changes were made to the copy. An administrative penalty section will be added and the draft copy will be sent to the city attorney for review.

## **NEW BUSINESS**

- a) **May Beautification Month:** Mayor Johannsen called for an official proclamation for May 2017 to be known as May Beautification Month.
- b) **Tree Program:** In support of proclaiming May as Beautification Month, the City of Hendrum has proposed continuing the Hendrum Tree Planting Program.

*MOTION: P. Baukol* moved; seconded by *M. Smart* to approve the 2017 Hendrum Tree Planting Program.

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

- c) **Main Street Flowers:** The council has determined that it is beneficial to the community to support the Hendrum Economic Development Authority Adopt-a-Pot program, which funds the continued planting of the barrels of flowers along Main Street, by funding half of the additional expenses not to exceed \$350.00 which are not covered by the sponsorships.

*MOTION: M. Alm* moved; seconded by *P. Baukol* to approve paying half of the expense of the soil and flowers not to exceed \$350.00.

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

#### **ADJOURNMENT**

*M. Smart* moved; seconded by *M. Alm* to adjourn the meeting at 10:33 pm. The next regular council meeting will be at 7:30 pm on May 15, 2017, in the board room of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer