

CITY OF HENDRUM

Regular Council Meeting Minutes

March 19, 2025

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum Council at 7:02 P.M. on March 19, 2025, in the boardroom 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, Curt Johannsen, Stephanie Kaasa, Lues Lopez and Mike Smart.

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

The following members of the public were present: Brandon Reber, Moore Engineering and Sarah Anderson.

CONSENT AGENDA

- a) 2025-03-05 Regular Council Meeting Minutes
- b) 2025-02 Maintenance Logs

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

BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; LOPEZ: aye; SMART: aye. MOTION PASSED.

APPROVAL OF AGENDA

- a) Add to Unfinished Business under Infinity Center: Rentals, Realtor.

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

BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; LOPEZ: aye; SMART: aye. MOTION PASSED.

REPORTS OF OFFICERS AND DEPARTMENT HEADS

- A. PUBLIC WORKS:** The maintenance report included tasks such as purchasing LED bulbs, testing the generator, installing a tankless water heater, and attending a water licensing conference. Additionally, routine maintenance tasks were performed, including changing oil on mowers and preparing equipment for spring.

- B. CLERK-TREASURER:**

- 1. Financial Report & Claims List:** The February financial report and March claims list totaling \$14,957.72 were presented for approval.

MOTION: P. Baukol moved; seconded by L. Lopez to approve the February financial report and pay the following claims totaling \$14,957.72:

Claim #	Vendor	Total
5062	Minnesota Department of Health	\$313.00
5063	Kotaco Fuels	\$7,505.22
5064	City of Hendrum	\$227.98
5065	RMB Environmental Laboratories, Inc	\$209.00
5066	PERA	\$554.25
5067	RMB Environmental Laboratories, Inc	\$20.00
5068	Red River Valley Cooperative Power	\$5,525.61
5069	Red River Valley Cooperative Power	\$67.50
5070	USPS	\$112.00
5071	Northwestern Bank	\$10.00
5072	Main Street Checks	\$40.91
5073	KRJB	\$76.13
5074	Norman County Index	\$50.00
5075	Verizon Wireless	\$41.62
5076	Amazon.com	\$204.50

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *aye*; SMART: *aye*. *MOTION PASSED.*

C. MAYOR: No update as there is nothing new to report beyond what was already on the agenda.

D. FIRE DEPARTMENT:

- **Applications:** The meeting was closed to the public to review two applications to join the fire department.

MOTION: P. Baukol moved; seconded by M. Smart to close the meeting to the public at 8:01 P.M. pursuant to Minnesota Statute 13.43, subdivision 3, to review the firefighter applications.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *aye*; SMART: *aye*. *MOTION PASSED.*

MOTION: P. Baukol moved; seconded by M. Smart to reopen the meeting to the public at 8:05 P.M.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *aye*; SMART: *aye*. *MOTION PASSED.*

MOTION: P. Baukol moved; seconded by M. Smart to hire Joshua Kaasa as a member of the Hendrum-Perley-Lee Fire Department.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *abstain*; LOPEZ: *aye*; SMART: *aye*. *MOTION PASSED.*

MOTION: M. Smart moved; seconded by P. Baukol to hire Jeffery Burth as a member of the Hendrum-Perley-Lee Fire Department.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *aye*; SMART: *aye*. *MOTION PASSED.*

- **Training:** Emergency vehicle operations training led by an M-State instructor took place in Shelly.

- **Steak Supper:** Preparations for the Steak Supper fundraiser taking place on March 29th included obtaining a gambling permit for the raffle at the event.

MOTION: P. Baukol moved; seconded by S. Kaasa to approve the gambling permit submitted by the Hendrum Firemen's Relief Association for the Steak Supper taking place on March 29th.

BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; LOPEZ: aye; SMART: aye. MOTION PASSED.

UNFINISHED BUSINESS

A. City Ordinance Violations:

- Current ongoing violations were tabled due to winter conditions and will be revisited in the spring.

B. Rural Water Supply Project:

- **Citizen Participation Plan:** The City of Hendrum has adopted the Citizen Participation Plan pursuant to Section 104(a)(3) of the Housing and Community Development Act of 1974 to ensure that citizens have the opportunity to participate in the planning, implementation, and assessment of community development programs. The plan mandates reasonable advance notice and opportunities for public comment on proposed activities, substantial amendments, and performance reports. The plan requires public hearings at various stages of the program year to gather input and foster community engagement.
- **Public Hearing (7:15 pm):** Notice was given by newspaper publication, bulletin board notices at city hall, Facebook, the city website, the post office and Northwestern Bank that the City Council of the City of Hendrum, Minnesota, will hold a public hearing on March 19, 2025, beginning at approximately 7:15 pm, at the boardroom of the Professional Building, 308 Main St E, Hendrum, Minnesota 56550. The purpose of the hearing was for the public to provide input on applying for Small Cities Development Program funding for the City of Hendrum Water Improvement Project. Proposed funding will be requested for construction costs, engineering design and oversight, and legal services. All residents of the City and other interested persons in attendance were granted an opportunity to be heard on the subject.

During the public hearing, Brandon Reber from Moore Engineering outlined potential funding sources for financing either the connection to the proposed rural water system or the maintenance of the existing system. The decision will be made following the feasibility study, which will present the financial estimations for both options. The presentation outlined potential funding sources, including the Small Cities Development Program funding through the Minnesota Department of Employment and Economic Development (DEED), USDA Rural Development grant and loan package, and a state bonding request.

Two members of the public provided public commentary during the hearing. Dustin Reinhart emphasized the importance of community involvement in the Rural Water Supply Project, highlighting the need for transparent communication and active participation from residents to ensure the project's success. He also raised concerns about potential disruptions during construction and stressed the importance of addressing these issues proactively to minimize impact on the community. Sarah Anderson focused on long-term sustainability and environmental impact, raising concerns about potential ecological disruptions and the need for thorough environmental assessments before proceeding. Sara also underscored the importance of community engagement and transparency throughout the project's planning and implementation phases.

- **Resolution:** The city council adopted the local government resolution to apply to DEED for financial assistance and funding of the water improvement project.

MOTION: P. Baukol moved; seconded by *S. Kaasa* to adopt the Local Government Resolution authorizing the City of Hendrum to act as the legal sponsor for the application to the Department of Employment and Economic Development for funding the water improvement project and permitting the mayor and city clerk to apply on behalf of the city. On the following roll call vote, the resolution was duly adopted and is on file at the City Clerk's office.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *aye*; SMART: *aye*. *MOTION PASSED.*

C. Infinity Center:

- **Gymnasium Roof Repair:** The gym roof repairs are currently awaiting the outcome of a Dekko Foundation grant application to secure funding for the necessary work. There currently have been no further updates.
- **Proposed Daycare:** The installation of a 220-volt outlet for the stove in the daycare kitchenette has been completed and business will be starting very soon.
- **Open Gym:** The council discussed transitioning from open gym access to a membership-based system, reviewing model membership rates and application forms. They considered the benefits of a membership system, such as better management of gym usage and increased revenue. The council decided to gather more information and feedback from the community before making a final decision.
- **Rentals:** The council discussed rental rates and policies for the Infinity Center, considering potential partnerships with realtors to promote the facility. They reviewed current rental agreements and explored ways to increase usage and revenue through improved marketing and community engagement. The council also discussed sending a letter to the tenant who is behind on rent.

MOTION: P. Baukol moved; seconded by *S. Kaasa* to send a letter to the tenant at the Infinity Center who is behind on rent to contact the city by April 16, 2025, to make arrangements for payment.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *aye*; SMART: *aye*. *MOTION PASSED.*

NEW BUSINESS

- A. Donation Resolution:** The council accepted two donations: \$300 from the Borup Community Club to the gaming account and \$300 from Lee Township for the Rescue Squad.

MOTION: *M. Smart* moved; seconded by *L. Lopez* to adopt Resolution No. 2025-05: Resolution Accepting Donations. On the following roll call vote, the resolution was duly adopted and is on file at the City Clerk's office.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; LOPEZ: *aye*; SMART: *aye*. *MOTION PASSED.*

ADJOURNMENT

M. Smart moved; seconded by *P. Baukol* to adjourn the meeting at 9:41 P.M. The next regular council meeting will be held at 7:00 P.M. on April 16, 2025, in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer