

# CITY OF HENDRUM

## Regular Council Meeting Minutes

November 13, 2017

### CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum council at 7:01 pm on November 13, 2017 in the board room of the Professional Building located at 308 Main Street East in Hendrum, Minnesota. The Pledge of Allegiance was recited.

### PUBLIC INFORMATION MEETING

Jenilynn Marchand, MDH Planner, provided a review of the general goals and requirements of wellhead protection and water supply quality for the City of Hendrum and the progress that has been made in the plan development to date. The City of Hendrum has low vulnerability and good water quality according to the study.

### ROLL CALL

The following council members were present: Paul Baukol, Michael Smart, Curt Johannsen

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

The following members of the public were present: Jenilynn Marchand, Minnesota Department of Health Planner; Jim Berg, RRVC; Jeremy Hadrava, MnDOT; Jim Shelquist, RRVC; Jerry Bentz, WRWD Engineer (Houston Engineering) & Kevin Ruud, WRWD Administrator

### CONSENT AGENDA

- a) 2017-10-09 Regular Council Meeting Minutes
- b) 2017-10 Maintenance Logs

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

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

### APPROVAL OF AGENDA

- a) NEW BUSINESS: D. Polling Place

*MOTION: M. Smart moved; seconded by P. Baukol to approve the agenda with the listed addition.*

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

### REPORTS OF OFFICERS AND DEPARTMENT HEADS

- a) **PUBLIC WORKS:** Maintenance Superintendent Sundblad discussed the items that need to be corrected after the Minnesota Pollution Control Agency's inspection of

the lagoon system. Minnesota Department of Health conducted an inspection of the well room and Maintenance Superintendent Sundblad went over the identified deficiencies to be corrected which included a need to calibrate the lift station every six months instead of annually. The lightbulb supply for the streetlights is down to one lightbulb.

*MOTION: P. Baukol moved; seconded by M. Smart to purchase a case of LED lightbulbs for the street lights.*

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

*MOTION: M. Smart moved; seconded by P. Baukol to get the lift station calibrated.*

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

**b) CLERK-TREASURER:**

**Financial Report & Claims:** The October financial report and November claims list totaling \$14,024.18 was presented for approval.

*MOTION: P. Baukol moved; seconded by M. Smart to approve the October financial report and November claims list totaling \$14,024.18.*

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

- c) MAYOR:** Wilbert Weippert was recognized at the Veteran's Day Supper and presented with a plaque and gift certificate from the City for his friendship, loyalty, and countless hours of dedicated service to the community. Thank you Wilbert.

**FM Diversion Task Force:**

Mayor Johannsen has been appointed by Governor Dayton as one of the eight members from Minnesota to serve on the sixteen member task force. The purpose of the task force is to develop design principles and concept level engineering solutions to achieve balanced flood risk management for the Fargo-Moorhead region, including up and downstream communities and properties. The introductory meeting has taken place with four more scheduled before committee recommendations which is due on or before December 15<sup>th</sup>.

**d) FIRE DEPARTMENT:**

**Joint Powers Agreement:**

The committee members met and came to a consensus on the terms of the joint powers agreement. Clerk-Treasurer Plemmons created a draft agreement based on the committee's recommendations and provided a copy to the members.

**Township Contract:** No update.

**UNFINISHED BUSINESS**

- A. City Ordinance Violations:** The ordinance violations concerning property issues will be addressed again in the spring when weather permits. Parking violations will still

be addressed. One vehicle parked in the right-of-way was reported as non-compliant and after discussion it was determined by general consensus of the council to have the vehicle towed. A new parking violation was addressed concerning a camper parked on the street. Council instructed Clerk-Treasurer Plemmons to send an ordinance violation letter concerning winter parking regulations to the property owner.

- B. MNDot Hwy 75 Reconstruction Project:** If the city qualifies, Mayor Johannsen would like to apply for a Local Road Improvement Grant which requires some specific technical information and gathered everyone together to get an update on the project. Jeremy Hadrava from MnDOT provided a general update and discussed some options with lighting, parking, curb and gutter, storm sewer and road raises. MnDOT has the project budgeted and scheduled for the summer of 2019. Road raises on Highway 75 will be incorporated into the project. A public information meeting concerning the project will take place in the spring of 2018.
- C. Hendrum Relief Association Pension Actuarial Study:** No update.
- D. Wellhead Protection:** A scoping meeting was held prior to the public information meeting to discuss the next steps and timeline in the development of the plan.
- E. Lease Property Contract:** Mayor Johannsen met with Mr. Hempeck concerning the restrictions and covenants of the lease property and if those terms are still agreeable to continuing forward with an agreement. The city is waiting to hear back from Mr. Hempeck concerning his decision.
- F. EDA Appointments:** No update.

## **NEW BUSINESS**

- A. Tax Anticipation Certificates:** The City has had two extraordinary expenses that are requiring more cash on hand than is currently available. Minnesota Statutes allow a city to issue certificates of indebtedness in anticipation of the collection of taxes levied.

*MOTION: P. Baukol* moved; seconded by *M. Smart* to adopt Resolution No. 2017-18: Resolution Issuing Tax Anticipation Certificates.

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

- B. CABT Request:** Correspondence was received by the Minnesota Director for CABT, a national non-profit that works with local officials across the country in opposition to federal legislation that would allow for longer and heavier semi-trucks on roads. None of the members of the council were interested in pursuing the request to add the city's name to a letter opposing longer and heavier trucks.

- C. Tort Limits:** League of Minnesota Cities Insurance Trust members that obtain liability coverage must decide annually whether or not to waive the statutory tort liability limits to the extent of the coverage purchased.

*MOTION: M. Smart* moved; seconded by *P. Baukol* not to waive the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04.

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

- D. Polling Place:** Beginning for the year 2018, Minnesota cities are required by state statute to establish polling places for the following year by ordinance or resolution by December 31<sup>st</sup>.

*MOTION: P. Baukol* moved; seconded by *M. Smart* to adopt Resolution No. 2017-19: Resolution Designating the Polling Place for the City of Hendrum and the Township of Hendrum for Election Year 2018 to be located at the Hendrum Civic Center (309 Main St E).

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

#### **ADJOURNMENT**

*M. Smart* moved; seconded by *P. Baukol* to adjourn the meeting at 9:41 pm. The next regular council meeting will be at 7:00 pm on December 11, 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