

CITY OF HENDRUM

Regular Council Meeting Minutes

April 16, 2025

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum Council at 7:32 P.M. on April 16, 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, Lues Lopez and Mike Smart.

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

CONSENT AGENDA

- a) 2025-03-19 Regular Council Meeting Minutes
- b) 2025-03 Maintenance Logs

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

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

APPROVAL OF AGENDA

- a) Add to New Business: D. Emergency Shelter

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

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

REPORTS OF OFFICERS AND DEPARTMENT HEADS

- A. PUBLIC WORKS:** The maintenance report discussed the summer help, confirming that Curt Gunderson will be returning to operate the batwing mower on the levees and parks. Maintenance Superintendent Reinhart plans to manage the summer workload with Curt's assistance and does not request additional help. Issues with the roof at 304 Main Street which is under the authority of the EDA were discussed including the need for estimates on repair costs with shingles and steel. Mr. Reinhart also reported on passing his wastewater exam and is a Class D licensed operator. He is currently studying for the water exam.

B. CLERK-TREASURER:

- 1. Financial Report & Claims List:** The March financial report and April claims list totaling \$18,967.19 were presented for approval.

MOTION: M. Smart moved; seconded by P. Baukol to approve the March financial report and pay the following claims totaling \$18,967.19:

<u>Claim #</u>	<u>Vendor</u>	<u>Total</u>
5059	Pirateship.com	\$4.44
5060	Carl Woeck	\$800.00
5061	Loffler Companies Inc.	\$188.82
5077	Red River Valley Cooperative Power	\$66.25
5078	Red River Valley Cooperative Power	\$5,032.18
5079	Goose River Heating and Cooling	\$1,106.00
5080	Dustin Reinhart	\$287.27
5081	Valley General Store	\$154.91
5082	Valley United Co-op	\$55.35
5083	ND Sewage Pump & Lift Station	\$1,425.00
5084	McCollum Hardware, Inc	\$371.69
5085	Verizon Wireless	\$41.62
5086	Norman County Auditor-Treasurer	\$225.00
5087	Red River Valley Cooperative Power	\$249.31
5088	Internal Revenue Service	\$1,536.23
5089	PERA	\$458.15
5090	Fuch's Sanitation, Inc.	\$2,201.87
5091	Hendrum EDA	\$242.00
5092	Carl Woeck	\$800.00
5093	Agassiz Chemical & Equipment, Inc	\$325.00
5094	City of Halstad	\$300.00
5095	Dustin Reinhart	\$369.44
5096	arvig	\$4.95
5097	USPS	\$10.10
5098	MN Secretary of State	\$15.00
5099	arvig	\$4.95
5100	PERA	\$491.64
5101	Loffler Companies	\$188.82
5102	Verizon Wireless	\$41.62
5103	Agassiz Chemical & Equipment, Inc	\$79.52
5104	Visser Trenching Inc.	\$370.00
5105	Hendrum EDA	\$242.00
5106	USPS	\$73.00
5107	Amazon.com	\$214.11
5108	Northwestern Bank	\$10.00
5109	Sam's Club	\$63.95
5110	Sam's Club	\$917.39

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

- C. MAYOR:** Mayor Johannsen proclaimed May to be Beautification and Tree Planting Month in the City of Hendrum. He also requested council approval to appoint Sarah Ramsey to the vacancy on board of the Hendrum Economic Development Authority.

MOTION: P. Baukol moved; seconded by M. Smart to approve Sarah Ramsey's appointment to the board of the Hendrum Economic Development Authority.

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

D. FIRE DEPARTMENT:

- **Applications:** Discussion took place regarding a request for a written explanation of a hiring decision. There is no mandate by state statute or other regulation to provide written explanations for hiring decisions. The council decided to uphold the practice of not providing written responses for hiring decisions. Applicants who are approved for hire are contacted by phone and offered the position.

MOTION: P. Baukol moved; seconded by M. Smart to uphold the practice of not providing written responses for hiring decisions.

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

- **Steak Supper:** The Steak Supper was a success with 330 tickets sold.
- **Fire Truck Replacement:** The Hendrum Fire Relief Association is considering purchasing a 1997 Freightliner Pumper Tanker from the Audubon Fire Department to be donated to the Hendrum Fire Department to replace the 1977 Chevy truck. The truck has a 1250-gallon tank and pump and is in good condition with 29,000 miles. The truck includes a battery-operated Jaws unit. The council reviewed pictures of the truck, and the consensus was to move forward with the offer.
- **ISO Rating and Truck Usage:** Clarification was received that ISO does not require one truck to stay in town during emergencies. All trucks can be used as needed for fires and other emergencies.
- **Turnout Gear and Grants:** Two sets of turnout gear will be ordered for firefighters. Additional gear will be requested through the DNR and American Crystal Sugar grants. A grant writer will be contacted for FEMA grants to replace air packs.
- **Miscellaneous:** The fire department is preparing for Rural Water's hydrant flow tests in May. Maintenance and spring preparations for equipment are ongoing.

UNFINISHED BUSINESS

- A. City Ordinance Violations:** Following a citywide inspection on April 15th, the council reviewed the following city ordinance violations. Each violation was examined, and appropriate actions were determined to address both ongoing and new issues within the community.

1. A review of the property at 332 Main Street West revealed that no action was taken on the previous notice of violations, and the condition has deteriorated further. The

council passed a resolution declaring the property in violation of Ordinance No. 80 and decided to forward the case to the attorney for further action.

MOTION: M. Smart moved; seconded by *P. Baukol* to adopt Resolution No. 2025-08: Order To Find Public Nuisance at 332 Main Street West Under City of Hendrum Ordinance No. 80. 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: *absent*; LOPEZ: *aye*; SMART: *aye*. *MOTION PASSED.*

2. A review of the property at 340 Main Street West revealed additional violations due to increased visibility after the leaves fell, and the conditions have worsened. The council decided to send an updated ordinance violation letter to address the ongoing issues.

MOTION: P. Baukol moved; seconded by *M. Smart* to send the property owner at 340 Main Street West an updated ordinance violation letter.

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

3. A review of the property at 142 Great Northern Street South revealed that one unlicensed vehicle remains, despite previous notices. The council decided to send a follow-up letter to address the ongoing issue.

MOTION: M. Smart moved; seconded by *P. Baukol* to send the property owner at 142 Great Northern Street South a follow-up ordinance violation letter for the remaining unlicensed vehicle.

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

4. A review of the property at 403 Gordon St E has accumulated more debris and still maintains an unlicensed vehicle. No action has been taken by the property owner to address these issues. The council passed a resolution declaring the property in violation of Ordinance No. 80 and decided to forward the case to the attorney for further action.

MOTION: M. Smart moved; seconded by *P. Baukol* to adopt Resolution No. 2025-09: Order To Find Public Nuisance at 403 Gordon Street East Under City of Hendrum Ordinance No. 80. 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: *absent*; LOPEZ: *aye*; SMART: *aye*. *MOTION PASSED.*

5. A review of the property at 264 Herbert St S showed that some progress has been made but the barrels and various other items still need to be cleaned up. A follow-up letter will be sent to address these issues.

MOTION: M. Smart moved; seconded by *P. Baukol* to send the property owner at 264 Herbert Street South a follow-up letter regarding the ordinance violations.

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

6. A review of the property at 359 Rice St S shows that the house still has an exposed corner without proper siding, which has worsened over time. The case will be forwarded to the attorney.

MOTION: P. Baukol moved; seconded by M. Smart to adopt Resolution No. 2025-10: Order To Find Public Nuisance at 359 Rice Street South Under City of Hendrum Ordinance No. 80. 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: absent; LOPEZ: aye; SMART: aye. MOTION PASSED.

- 7.** A review of the property at 358 Rice St S shows significant debris accumulation and unlicensed vehicles. The situation has not improved, and the case will be forwarded to the attorney.

MOTION: P. Baukol moved; seconded by L. Lopez to adopt Resolution No. 2025-11: Order To Find Public Nuisance at 358 Rice Street South Under City of Hendrum Ordinance No. 80. 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: absent; LOPEZ: aye; SMART: aye. MOTION PASSED.

- 8.** A review of the property at 265 Herbert St S has some debris that needs to be cleaned up. A follow-up letter will be sent to address these issues.

MOTION: P. Baukol moved; seconded by L. Lopez to send the property owner at 265 Herbert Street South a follow-up letter regarding the ordinance violations.

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

- 9.** A review of the property at 362 Rice St S has shown significant improvement, with most debris cleared. No further action is required.

MOTION: M. Smart moved; seconded by P. Baukol to dismiss the ordinance violation case at 362 Rice Street South.

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

- 10.** A review of the property at 215 Canning St E has an accumulation of cars and debris. A notice will be sent to address these violations.

MOTION: P. Baukol moved; seconded by M. Smart to send the property owner at 215 Canning Street East a notice regarding the ordinance violations.

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

- 11.** A review of the property at 433 Gordon St W shows an accumulation of cars and debris. A notice will be sent to address these violations.

MOTION: M. Smart moved; seconded by P. Baukol to send the property owner at 433 Gordon Street West a notice regarding the ordinance violations.

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

- 12.** A review of the property at 126 Park Ave E has an unlicensed vehicle and scrap iron behind the garage. A notice will be sent regarding the ordinance violations.

MOTION: P. Baukol moved; seconded by M. Smart to send the property owner at 126 Park Avenue East a notice regarding the ordinance violations.

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

- 13.** A review of the property at 436 Gordon St W shows an accumulation of debris. A notice will be sent regarding the ordinance violations.

MOTION: P. Baukol moved; seconded by L. Lopez to send the property owner at 436 Gordon Street West a notice regarding the ordinance violations.

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

- 14.** A review of the property at 352 Rice St S has shown that the violations have been addressed by the property owner. No further action is required.

MOTION: P. Baukol moved; seconded by L. Lopez to dismiss the ordinance violation case at 352 Rice Street South.

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

- 15.** A review of the property at 257 Herbert St S shows debris and unlicensed vehicles. A letter will be sent to address these issues.

MOTION: P. Baukol moved; seconded by L. Lopez to send the property owner at 257 Herbert Street South a notice regarding the ordinance violations.

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

- B. Street Improvement Project:** The city is actively seeking funding for street improvements by submitting a request for two million through state representatives and submitting a proposal for congressionally directed federal funding.

- C. Rural Water Supply Project:** No update.

D. 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 daycare provider has signed the lease agreement and is waiting for final inspections before starting operations.
- **Open Gym:** The open gym and memberships discussion included setting the gym hours from 4 am to midnight for key fob access. Membership for family, individual, and senior rates were established. The plan is to start advertising for memberships immediately, with the goal of beginning the program on May 1st.
- **Rentals:** The tenant who is behind on rent will be contacted directly to discuss the situation and determine their intentions regarding the rental space.
- **Realtor:** The realtor was unable to attend the current meeting. The plan is to invite him to the next meeting to discuss potential rental agreements and explore his interest further.

NEW BUSINESS

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

MOTION: M. Smart moved; seconded by *P. Baukol* to adopt Resolution No. 2025-06: 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: *absent*; LOPEZ: *aye*; SMART: *aye*. *MOTION PASSED.*

- B. Tree Planting Program:** The tree planting program encourages residents to plant trees within the city limits. Participants can choose any type of tree and will be reimbursed for 50% of the cost, up to a maximum of \$20 per tree. The council approved continuing the program in 2025.

MOTION: P. Baukol moved; seconded by *M. Smart* to approve the continuation of the tree planting program, allowing residents to plant trees within the city limits and receive reimbursement for 50% of the cost, up to a maximum of \$20 per tree.

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

- C. Main Street Flowers:** The Main Street flowers discussion involved setting a budget of \$1,000 for the beautification of Main Street, with the cost being split between the EDA and the city council, each contributing \$500. This budget will cover the purchase and maintenance of flowers to enhance the aesthetic appeal of Main Street.

MOTION: P. Baukol moved; seconded by *L. Lopez* to approve the allocation of \$500 from the city to contribute to the \$1,000 budget set by the EDA for Main Street flowers.

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

- D. Emergency Shelter:** The emergency shelter discussion involved identifying a suitable location within the city for residents to use during severe weather events, such as tornadoes. It was determined that the church basement would serve as the designated emergency shelter, as it is accessible and provides adequate protection. This information will be communicated to the Norman County Sheriff's Office to compile a list for dispatchers to reference when they receive calls from individuals seeking shelter during emergencies.

ADJOURNMENT

M. Smart moved; seconded by *P. Baukol* to adjourn the meeting at 9:19 P.M. The next regular council meeting will be held at 7:30 P.M. on May 21, 2025, in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer