

CITY OF HENDRUM
Regular Council Meeting Minutes

February 11, 2019

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum council at 7:03 pm on February 11, 2019 in the Professional Building boardroom 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, Michael Smart, Steven Jeffery and Wesley Magnell

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

CONSENT AGENDA

- a) January 23, 2019, Regular Council Meeting Minutes
- b) January 2019 Maintenance Logs

MOTION: S. Jeffery moved; seconded by M. Smart to approve the listed consent agenda items.

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

APPROVAL OF AGENDA

- a) Add to New Business: G. Arvig

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

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

REPORTS OF OFFICERS AND DEPARTMENT HEADS

- a) **PUBLIC WORKS:** The well room meter has started counting backwards and may need to be replaced.
- b) **CLERK-TREASURER:**

- 1. The January financial report and February claims list totaling \$69,826.20 was presented for approval.

MOTION: P. Baukol moved; seconded by S. Jeffery to approve the January financial report and February claims list in the amount of \$69,826.20.

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

- 2. The 2018 Annual Financial Statement which was handed out to the council for review last month was approved.

MOTION: M. Smart moved; seconded by W. Magnell to approve the 2018 Annual Financial Statement.

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

- c) **MAYOR:** Red River Valley Coop will be featuring Hendrum and all the construction activity that will be taking place this year on the cover page of the report for their annual meeting. Mayor Johannsen will be meeting with them for the cover photograph and to answer any questions posed.
- d) **FIRE DEPARTMENT:** The fire department members are preparing for the Steak Supper scheduled for March 30th.

UNFINISHED BUSINESS

- a) **City Ordinance Violations:** Open ordinance violation files were reviewed and updated.
- b) **MnDOT Hwy 75 Reconstruction Project:** Council discussed the cost breakdown, inspections, surveying and agreement via speakerphone with Jeremy Hadrava, MnDOT.
- c) **Wellhead Protection:** No update.
- d) **Lease Property:** Sealed bids are to be turned into the City Clerk's office no later than 5:00 pm on March 4, 2019.
- e) **City Pickup:** Councilmember Baukol provided several pickup options for sale for the council to review. He will stop to look at one of the vehicles next week.
- f) **Employee Evaluations:** Employee evaluations are to be completed by March 4, 2019.

NEW BUSINESS

- A. **Retention Pond/Haying Lease:** Council decided to advertise for haying bids of the retention ponds.

MOTION: M. Smart moved; seconded by S. Jeffery to advertise for annual bids to hay the retention ponds for a three-year term with sealed bids to be turned into the City Clerk's office by 5:00 pm on April 1st.

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

- B. **Rug Cleaning Contract:** The rug cleaning contract for the fire hall is up for renewal. Rug options for new purchase were also presented to the council for consideration. It was decided that it would be more cost effective to purchase rugs rather than continuing with the contract for monthly rug cleaning services. Discussion ensued over the need to replace the vacuum in the fire hall in order to maintain the rugs. The amount budgeted for rug cleaning expenses this year will cover the price of a new vacuum and rugs.

MOTION: S. Jeffery moved; seconded by M. Smart not to renew the contract with Cintas.

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

MOTION: M. Smart moved; seconded by P. Baukol to purchase two 4' x 6' rugs for the fire hall.

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

MOTION: S. Jeffery moved; seconded by W. Magnell to authorize Fire Chief Smart to purchase a vacuum for the fire hall with a maximum budget of one-hundred-and-fifty dollars.

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

- C. Liquor License:** Tank's Barley House Off Sale, On Sale and Sunday liquor license is up for renewal.

MOTION: P. Baukol moved; seconded by M. Smart to approve issuing a liquor license to Tank's Barley House.

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

- D. Donation:** A donation was received by the Halstad Firemans Benefit Association from the pull-tab revenues. Resolution No. 2019-06: Resolution Accepting Donations was presented for approval.

MOTION: P. Baukol moved; seconded by S. Jeffery to adopt Resolution No. 2019-06: Resolution Accepting Donations. By the following roll call vote the resolution was duly adopted and on file at the City Clerk's office.

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

- E. Proposed Permit Application:** Notice from the Wild Rice Watershed District was received concerning a permit application from the Minnesota Department of Transportation for work to be done in sections 19 & 30 in Hendrum Township. The permit application is to reconstruct urban and rural sections of TH 75 in and around Hendrum and tie into levee surrounding Hendrum. A copy of the application explaining the proposed work was enclosed and reviewed by the council. No concerns were raised.

- F. MDH Notice of Violation:** A notice was received from the Minnesota Department of Health that the water sample from last quarter was not received. The licensed water operator that is contracted with the city had thought that the water sample that was submitted after the water tower was cleaned would fulfill the obligation and it turned out not to be the case.

- G. Arvig:** A representative from Arvig contacted Mayor Johannsen to have the city consider leasing space on the water tower for a repeater antenna to amplify internet service to rural western North Dakota. Preliminary negotiations are under consideration. The general consensus is to continue to look into the offer.

ADJOURNMENT

M. Smart moved; seconded by *S. Jeffery* to adjourn the meeting at 9:10 pm. The next regular council meeting will be at 7:00 pm on March 11, 2019, in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer