

CITY OF HENDRUM

Regular Council Meeting Minutes

March 13, 2017

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum council at 7:07 pm on March 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.

ROLL CALL

The following council members were present: Milton Alm, Michael Smart, Curt Johannsen, Paul Baukol (7:09 pm)

The following city personnel were present: Carl Woeck, Maintenance Superintendent; Keri Plemmons, City Clerk-Treasurer

CONSENT AGENDA

2017-2-15 Regular Council Meeting Minutes

2017-02 Maintenance Log

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

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

APPROVAL OF AGENDA

MOTION: M. Alm moved; seconded by M. Smart to approve the agenda as presented.

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

REPORTS OF OFFICERS AND DEPARTMENT HEADS

PUBLIC WORKS: The skidsteer has been retrieved from Willow River. It was discovered that a squirrel had eaten through the fuel line and the gas tank had a hole. These problems have already been repaired. It was recommended to get a block heater installed. The panel heater for the lift station has stopped blowing warm air and needs to be replaced. C. Woeck requested to register for a line-tracing class in Bemidji.

MOTION: P. Baukol moved; seconded by M. Alm to approve attending a line-tracing class in Bemidji.

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

CLERK-TREASURER: The financial report and claims list was presented to the council. Check #14673 was voided as a duplicate payment.

MOTION: M. Alm moved; seconded by M. Smart to approve the financial report and claims in the amount of \$17,237.41.

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

K. Plemmons requested to register for the third and final year of the Municipal Clerks Institute in order to achieve certification.

MOTION: M. Smart moved; seconded by *P. Baukol* to approve attendance at the Minnesota Municipal Clerks Institute from May 1-5, 2017, at the Crowne Plaza Minneapolis West in Plymouth, Minnesota.

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

MAYOR: Legislative Update (Sunday Off-Sale): The city would need to update the liquor ordinance to allow Sunday off-sale which has been approved by the state to no longer be prohibited on Sundays. Mayor Johannsen, who served as a director on the Red River Basin Commission (RRVC) representing Minnesota cities, has been elected to be chairman of the RRVC for the next two years. The RRVC addresses water and environmental issues in the Red River Valley in both the United States and Canada.

FIRE DEPARTMENT: The ambulance was declared surplus property last month. After checking the files, the title needed to be reissued by the DMV. The sealed bid auction was not advertised and will need to be rescheduled.

MOTION: P. Baukol moved; seconded by *M. Smart* to advertise for sealed bids to be turned into the city clerk's office by April 6, 2017 at 5:00 pm.

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

UNFINISHED BUSINESS

A. City Ordinance Violations: Two of the seven nuisance ordinance violations have brought their properties into compliance and have been dismissed. The other five violations are currently scheduled for a court hearing.

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 welcome meeting with the Minnesota Department of Health (MDH) coordinator is scheduled for April 5th at 1:00 pm, with the hydrologist's meeting to follow.

G. ACH Authorization: A resolution to authorize automatic withdrawal services and set a withdrawal fee was introduced.

MOTION: M. Alm moved; seconded by *M. Smart* to adopt Resolution No. 2017-09: Authorizing Automatic Withdrawal Services to Pay City Utility Charges and Setting an Automatic Withdrawal Fee.

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

NEW BUSINESS

A. Minnesota Buffer Law: The Norman County Soil & Water Conservation District (SWCD) sent out notification concerning the Minnesota Buffer Law to the city because one or more of the city's properties are adjacent to a public water and may require buffers to be installed by November 1, 2017. The city's properties have not been checked to date. Norman County SWCD will be hosting two public meetings to discuss options for landowners.

B. Seasonal Employment: The council has decided to advertise for seasonal summer help. *MOTION: M. Smart* moved; seconded by *P. Baukol* to advertise for seasonal summer help with an application turn in date on April 6th at 5:00 pm.

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

C. Donation: Georgetown Farmers Elevator Co. provided a donation to be applied towards the Hendrum Fire and Rescue Department.

MOTION: P. Baukol moved; seconded by *M. Alm* to adopt Resolution No. 2017-08: Resolution Accepting Donations.

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

D. Nuisance Ordinance: The nuisance ordinance needs to be updated to address administrative and punitive portions of the city's ordinance. A work session has been scheduled for April 3rd at 7:00 pm.

ADJOURNMENT

M. Smart moved; seconded by *M. Alm* to adjourn the meeting at 9:24 pm. The next regular council meeting will be at 7:30 pm on April 10, 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