

CITY OF HENDRUM
Regular Council Meeting Minutes
August 13, 2018

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum council at 7:34 p.m. on August 13, 2018, 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, Paul Baukol, Curt Johannsen, Wesley Magnell, and Michael Smart.

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

The following members of the public were present: Steve Jeffery, Stash Hempeck, John Kolness, Tim Boe, Nikki Farrington (SEH, Inc.), Jon Pauna (Moore Engineering), Jim Berg (RRVC), and Jeremy Hadrava (MnDOT).

CITIZENS FORUM

- a) **Water Complaint:** S. Hempeck feels he is experiencing a high level of rust in his water and wants to know what can be done to improve the situation.
- b) **Candidate:** T. Boe introduced himself as a candidate running for Norman County Sheriff.

CONSENT AGENDA

- a) July 9, 2018, regular council meeting minutes
- b) July 2018 maintenance logs
- c) April-June 2018 police logs

MOTION: M. Alm moved; seconded by M. Smart to approve the listed consent agenda items. ALM: aye; BAUKOL: aye; JOHANNSEN: aye; MAGNELL: aye; SMART: aye. MOTION PASSED.

APPROVAL OF AGENDA

- a) Add to New Business: L. Lot Sale
- b) Add to Unfinished Business: H. Traffic Signs

MOTION: P. Baukol moved; seconded by W. Magnell to approve the agenda with the listed changes.

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

REPORTS OF OFFICERS AND DEPARTMENT HEADS

a) PUBLIC WORKS:

- a) **Rip Rap at Lagoon:** A meeting was set up between Maintenance Superintendent Sunblad, Mayor Johannsen and Council Member Alm for early afternoon on Thursday, August 16th to inspect the rip rap at the lagoon and determine a course of action for repairs.

b) **Hydrant Repair:** Repairs on two hydrants located on Great Northern Street are scheduled to take place on Thursday, August 23rd.

b) **CLERK-TREASURER:** The July financial report and August claims list totaling \$28,326.04 was presented for approval. The six month financial report provided at the July meeting has been reviewed by council and presented for approval.

MOTION: M. Smart moved; seconded by M. Alm to approve the July financial report and August claims list as presented.

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

MOTION: M. Alm moved; seconded by P. Baukol to approve the six month financial report.

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

c) **MAYOR:**

a) **Grade Raise Funding:** Funding has been secured for the grade raises for the county roads through the Red River Watershed Management Board, the Wild Rice Watershed District, and Norman County, however efforts to receive state funding through the 2019 supplemental bonding bill will still be pursued. MnDOT has taken care of the grade raises on TH 75 as part of the TH 75 reconstruction project.

b) **Flood Insurance Rate Maps:** An appeal letter to FEMA to reconsider the issuance of the preliminary Flood Insurance Rate Maps has been drafted on behalf of multiple agencies including the City of Hendrum and after reviewing the letter the council was in agreement with the content.

MOTION: P. Baukol moved; seconded by M. Smart to authorize Mayor Johannsen to sign the appeal letter to FEMA on behalf of the City of Hendrum.

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

d) **FIRE DEPARTMENT:**

Fire Hall Rental Policy: Tabled.

UNFINISHED BUSINESS:

A. **City Ordinance Violations:** Fifteen properties were notified of city ordinance violations. Nine property owners brought the conditions into compliance. Four properties were identified as still maintaining unabated nuisances and documents will be provided to the city attorney to authorize enforcement. The remaining two properties were notified at a later date and will be reviewed at the September 10th meeting. Four new properties were identified as containing ordinance violations and council instructed Clerk-Treasurer Plemmons to provide notification to the property owners/occupants.

MOTION: M. Smart moved; seconded by M. Alm to turn over the unabated nuisance properties to the city attorney and notify the four additional properties of the ordinance violation conditions being maintained.

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

- B. MnDOT Hwy 75 Reconstruction Project:** Jeremy Hadrava (MnDOT) and Nikki Farrington (SEH, Inc.) met with the Hendrum city council, Jon Pauna (Moore Engineering), and Jim Berg (Red River Valley Coop) to update everyone on the plans of the reconstruction project that have been engineered to date. Electrical work coordination, lighting, sidewalks, curb and gutter, and drainage issues were discussed. A public open house to show the plans and answer questions from the general public was scheduled for September 12th from 6:00 pm – 8:00 pm at the Hendrum Civic Center. At this time the project is on schedule to begin early June and be completed mid-September 2019.
- C. Wellhead Protection:** No update.
- D. Employee Evaluations:** A new format using Google Docs was sent to the council members to submit employee evaluations. Mayor Johannsen requested that the council members complete the evaluations by September 6th.
- E. Lease Property:** The lease property is still in violation of the Norman County Floodplain Ordinance after the lessee received notification from the County to bring the property into compliance.

MOTION: P. Baukol moved; seconded by W. Magnell to terminate the contract with Stash Hempeck for the lease property due to a breach of contract for not following the contract covenants and to consult the city attorney on the proper path forward.

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

- F. Dangerous Dog:** The homeowner provided the city a copy of the liability insurance coverage as the final condition required to be met for owning a dangerous dog in Minnesota.
- G. Sidewalk:** Since the previously agreed upon repair of the sidewalk on Main Street did not occur, new quote requests will need to be submitted for approval.
- H. Traffic Signs:** Discussion occurred on the need to trim some trees in order to make traffic signs more visible.

NEW BUSINESS

- A. Park Board Meeting:** Mayor Johannsen gave an overview of the topics covered at the park board meeting held on August 1st at the park concerning graveling, camping rates, damage to the barbeque grills, reservations, meeting schedule, grant opportunities and potential improvements being sought.
- B. Trailer:** A couple of quotes were presented in research of purchasing a trailer to haul the zero-turn mower to the parks. More quotes will be gathered to review at the next meeting.
- C. Budget Work Session:** A special meeting to work on the 2019 budget has been scheduled for Wednesday, August 29th at 7:00 pm.
- D. Affidavit of Candidacy:** Mayor Johannsen reminded the council that two positions are up for reelection and the affidavits of candidacy are due on Tuesday, August 14th at 5:00 pm.
- E. Public Alert Messaging:** Tabled.
- F. Parcel Addresses:** Property located in the city limits has been split into two parcels and now require site addresses to be assigned.

MOTION: M. Alm moved; seconded by M. Smart to assign parcel no. 29-4472002 with the site address of 124 US Highway 75 North, and parcel no. 29-4472001 with the site address of 122 US Highway 75 North.

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

G. Building Permit: A residential building permit application received from 340 Main Street West was reviewed.

MOTION: M. Alm moved; seconded by M. Smart to return the application and request that a plan drawing showing the setback measurements from the property lines for the addition of a deck be submitted and to have the property owner submit a separate fence permit application which also includes the setback measurements from the property lines in the plan drawing for the fence.

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

H. Citizen Complaint: A reimbursement request for damage to plants when the city mowed a property after the notification deadline had passed was reviewed. The council determined that the plants were very difficult to identify among the tall vegetation after reviewing the photos provided by the property owner/occupant. Clerk-Treasurer Plemmons was instructed to notify the property owner/occupant of the council's decision.

MOTION: P. Baukol moved; seconded by M. Smart to deny the request for damage reimbursement.

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

I. Workers Compensation: Premium options for the upcoming year of workers' compensation coverage were reviewed.

MOTION: M. Smart moved; seconded by P. Baukol to select the regular premium option.

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

J. American Legion Resolution: A resolution was received from the American Legion to recognize its proud record of service and commitment to helping veterans, guiding our youth, and lifting up our communities.

MOTION: P. Baukol moved; seconded by M. Alm to adopt Resolution No. 2018-09: Resolution Recognizing the Contribution of The American Legion by the following roll call vote:

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

K. Hendrum Family Fun Night: A request was received to close Main Street East from Rice Street to Todd Street on August 22nd from 3:00 pm – 8:30 pm for Hendrum Family Fun Night.

MOTION: M. Alm moved; seconded by P. Baukol to approve closing Main Street East from Rice Street to Todd Street on August 22nd from 3:00 pm to 8:30 pm.

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

L. Lot Sale: A public hearing was set by the Hendrum Economic Development Authority (EDA) to hear public input on the sale of property located in the Wild Rice Addition. The interested parties would like to consider purchasing the adjoining lot owned by the city. The council chose to include this lot as part of the public hearing.

MOTION: P. Baukol moved; seconded by W. Magnell to hold a public hearing on the lot north of Lot 1 Block 1 of the Wild Rice Addition in conjunction with the public hearing called by the Hendrum EDA for 7:00 pm on September 10th.

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

ADJOURNMENT

M. Smart moved; seconded by M. Alm to adjourn the meeting at 11:22 p.m. The next regular council meeting will be at 7:30 p.m. on September 10, 2018, in the board room of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer