

# CITY OF HENDRUM

## Regular Council Meeting Minutes

January 28, 2026

### CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum Council at 7:03 PM on January 28, 2026, 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, Stephanie Kaasa, Brian Schlapkohl and Mike Smart.

The following city personnel were present: Keri Plemmons, Clerk-Treasurer.

### CONSENT AGENDA

- a) 2025-12-10 Regular Council Meeting Minutes
- b) 2025-12 Maintenance Logs
- c) Resolution No. 2026-04: Donation Resolution to accept \$300 from the Borup Community Club for the gaming account; \$200 from David L. Rask for the fire department and another \$200 donation for park maintenance.

*MOTION: B. Schlapkohl moved; seconded by M. Smart to approve the consent agenda items.*

*BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; SCHLAPKOHL: aye; SMART: aye. MOTION PASSED.*

### APPROVAL OF AGENDA

*MOTION: M. Smart moved; seconded by B. Schlapkohl to approve the agenda as presented.*

*BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; SCHLAPKOHL: aye; SMART: aye. MOTION PASSED.*

### REPORTS OF OFFICERS AND DEPARTMENT HEADS

**A. PUBLIC WORKS:** The public works report was not presented due to the Maintenance Superintendent's excused absence for attending an out-of-town matter.

**B. CLERK-TREASURER:** Clerk-Treasurer Plemmons reported that the existing router was no longer performing reliably and requested replacement. The council approved obtaining a new router through Arvig at a cost of \$8 per month to ensure reliable connectivity for city operations.

*MOTION: P. Baukol moved; seconded by S. Kaasa to approve obtaining a new router through Arvig at a cost of \$8 per month.*

*BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; SCHLAPKOHL: aye; SMART: aye. MOTION PASSED.*

- 1. Financial Report & Claims List:** The December financial report and the January claims list totaling \$135,648.36 were presented for approval.

*MOTION: P. Baukol moved; seconded by B. Schlapkohl to approve the December financial report and pay the following claims totaling \$135,648.36:*

<b>Claim #</b>	<b>Vendor</b>	<b>Total</b>
5403	Target	\$5.80
5404	Walmart	\$12.63
5405	Cashwise Foods	\$19.50
5406	Red River Valley Cooperative Power	\$170.63
5407	Red River Valley Cooperative Power	\$6,467.87
5408	RMB Environmental Laboratories, Inc	\$209.00
5409	Loffler Companies Inc.	\$192.05
5410	Red River Valley Cooperative Power	\$239.40
5411	Julin Law Office, PLLC	\$45.00
5412	Kotaco Fuels	\$77.13
5413	Perley Community Co-op	\$37.51
5414	Norman County Index	\$76.00
5415	Sam's Club	\$38.51
5416	Northern Fire Equipment	\$625.45
5417	Gopher State One-Call	\$1.35
5418	Curt Johannsen	\$592.65
5419	PERA	\$682.81
5420	Norman County Auditor-Treasurer	\$4,975.64
5421	Internal Revenue Service	\$3,153.77
5422	McCollum Hardware, Inc	\$324.75
5423	Valley General Store	\$265.62
5424	Kotaco Fuels	\$666.07
5425	Hendrum EDA	\$242.00
5426	Perley Community Co-op	\$431.61
5427	RMB Environmental Laboratories, Inc	\$20.00
5428	Acme Tools	\$35.55
5429	Julin Law Office, PLLC	\$180.00
5430	USPS	\$78.00
5431	Titan Machinery-Ada	\$183.37
5432	Arvig	\$4.95
5433	Verizon Wireless	\$38.62
5434	Kotaco Fuels	\$9,152.76
5435	DVS Renewal	\$40.50
5436	League of MN Cities	\$30.00
5437	League of MN Cities	\$19,475.00

5438	Loffler Companies Inc.	\$192.05
5439	Regions	\$58,566.20
5440	League of MN Cities	\$546.00
5441	Norman County Auditor-Treasurer	\$150.00
5442	Fuch's Sanitation, Inc.	\$2,784.04
5443	PERA	\$680.33
5444	Minnesota Revenue	\$1,033.51
5445	Minnesota Revenue	\$1,016.00
5446	Northwestern Bank	\$15,325.50
5447	Northwestern Bank	\$6,125.00
5448	Curt's Lock and Key Service	\$34.01
5449	Cenex C-Store	\$78.63
5450	Cenex C-Store	\$35.55
5451	Red Wing Shoes	\$250.00
5452	Northwestern Bank	\$10.00
5453	Acme Tools	\$30.14

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; SCHLAPKOHL: *aye*; SMART: *aye*. *MOTION PASSED.*

**2. Voided Checks:** 18095, 4385

**3. Statement of Tax Collections:** The statement of tax collections was presented to the City Council, outlining the tax revenues received over the past three years and the corresponding averages used for determining tax-anticipation borrowing limits.

**4. 2025 Financial Report:** The 2025 Financial Report was presented to the city council as required, providing a summary of the city's year-end fiscal activity and cash-basis financial position.

**5. Employee Evaluation:** The City Council conducted the Clerk-Treasurer's performance evaluation in a closed session and, upon reopening the meeting, formally concluded the review and acknowledged the employee's overall strong performance.

*MOTION: P. Baukol* moved; seconded by *S. Kaasa* to close the meeting to the public at 7:26 pm pursuant to Minnesota Statute 13D.05, subdivision 3(a), to evaluate the performance of Keri Plemmons.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; SCHLAPKOHL: *aye*; SMART: *aye*. *MOTION PASSED.*

*MOTION: M. Smart* moved; seconded by *B. Schlapkohl* to reopen the meeting to the public at 7:47 pm pursuant to Minnesota Statute 13D.05, subdivision 3(a), to evaluate the performance of Keri Plemmons.

BAUKOL: *aye*; JOHANNSEN: *aye*; KAASA: *aye*; SCHLAPKOHL: *aye*; SMART: *aye*. *MOTION PASSED.*

**C. MAYOR:** Mayor Johannsen had nothing new to report other than what was already on the agenda.

- D. FIRE & RESCUE:** Fire Chief Smart reported on scheduled apparatus repairs, a pending transmission reprogramming, replacement of damaged hose sections, upcoming firefighter testing, recent responses including a school alarm and the Perley elevator fire, and the council approved the hiring of Kris Aronson as a volunteer firefighter.

*MOTION: P. Baukol moved; seconded by S. Kaasa to close the meeting to the public at 7:48 pm pursuant to Minnesota Statute 13.43, subdivision 3, to review the firefighter application.*

*BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; SCHLAPKOHL: aye; SMART: aye. MOTION PASSED.*

*MOTION: P. Baukol moved; seconded by B. Schlapkohl to reopen the meeting to the public at 7:51 pm.*

*BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; SCHLAPKOHL: aye; SMART: aye. MOTION PASSED.*

*MOTION: P. Baukol moved; seconded by S. Kaasa to hire Kris Aronson as a member of the Hendrum-Perley-Lee Fire Department.*

*BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; SCHLAPKOHL: aye; SMART: aye. MOTION PASSED.*

## **UNFINISHED BUSINESS**

- A. City Ordinance Violations:** The council reviewed the ongoing ordinance violations, including two nuisance properties previously referred to the city attorney, but action was paused while exploring enforcement assistance through the Sheriff's Office; the council also discussed unlicensed vehicles and winter-parking violations, with staff directed to verify prior notices and proceed with enforcement or towing as needed.
- B. Street Improvement Project:** No new updates.
- C. Rural Water Supply Project:** No new updates.
- D. Infinity Center:**
- **Gymnasium Roof Repair:** An update was provided indicating that additional information is being compiled to advance the gymnasium roof repair project.
  - **Rentals:** The council discussed delinquent rental payments and directed formal notices to be sent to the tenants to bring their accounts current.

*MOTION: P. Baukol moved; seconded by B. Schlapkohl to direct staff to send formal letters to the tenants with overdue rental payments requesting that their accounts be brought current.*

*BAUKOL: aye; JOHANNSEN: aye; KAASA: aye; SCHLAPKOHL: aye; SMART: aye. MOTION PASSED.*

- **Realtor:** The mayor reported contacting a real estate professional to evaluate options for marketing the Infinity Center building, ensuring a backup plan while Riverview Dairy interest is explored.
- **Riverview Dairy:** The mayor reported continued discussions with Riverview Dairy, noting that the company intends to tour the Infinity Center with an architect to assess potential use of the facility once scheduling allows.

- **Industrial Arts Building/Football Field:** The council noted that the surveyor is awaiting direction and that, once weather permits, the mayor and staff will meet on-site to determine appropriate boundary lines for the industrial arts building and football field parcels.
- **Building Closure Plan:** The council discussed the increasing financial burden of heating the facility and acknowledged that the building cannot remain heated for another season, necessitating development of a closure plan should no viable occupancy or sale occur. The council approved the purchase of an additional half-tank of heating fuel to ensure the Infinity Center can be heated through the remainder of the current season.

*MOTION: M. Smart moved; seconded by B. Schlapkohl to approve the purchase of an additional half-tank of heating fuel for the Infinity Center.*

*BAUKOL: nay; JOHANNSEN: aye; KAASA: nay; SCHLAPKOHL: aye; SMART: aye. MOTION PASSED.*

## **NEW BUSINESS**

- A. Fee Schedule:** The 2026 fee schedule for city service and licenses was presented for review and adoption.

*MOTION: B. Schlapkohl moved; seconded by P. Baukol to adopt Resolution No. 2026-01: Fee Schedules. 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: aye; SCHLAPKOHL: aye; SMART: aye. MOTION PASSED.*

- B. Annual Appointments & Designations:** At the first meeting of the year, the council is responsible for appointing an acting mayor, designating the official newspaper, selecting depositories, and confirming appointments to city boards and commissions.

*MOTION: P. Baukol moved; seconded by S. Kaasa to adopt Resolution No. 2026-02: Resolution to Set Annual Appointments and Designations. 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: aye; SCHLAPKOHL: aye; SMART: aye. MOTION PASSED.*

- C. Tax-Anticipation Certificates:** The council approved the resolution authorizing the issuance of tax-anticipation certificates to provide necessary operating funds until property tax revenues are received.

*MOTION: M. Smart moved; seconded by B. Schlapkohl to adopt Resolution No. 2026-03: Resolution Issuing Tax-Anticipation Certificates. On the following roll call vote, the resolution was duly adopted and is on file at the city clerk's office.*

*BAUKOL: nay; JOHANNSEN: aye; KAASA: aye; SCHLAPKOHL: aye; SMART: aye. MOTION PASSED.*

- D. Lease Agreement Termination:** The council acknowledged receipt of Arvig's notice of lease agreement termination for equipment on the water tower and noted that the city will need to establish separate arrangements for its phone and internet services.

## **ADJOURNMENT**

*B. Schlapkohl* moved; seconded by *P. Baukol* to adjourn the meeting at 9:14 PM. The next regular council meeting will be held at 7:00 PM on February 18, 2026, in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer