

CITY OF HENDRUM

Regular Council Meeting Minutes

March 5, 2025

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum Council at 7:00 P.M. on March 5, 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, Stephanie Kaasa, Lues Lopez and Mike Smart.

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

CONSENT AGENDA

- a) 2025-01-22 Regular Council Meeting Minutes
- b) 2025-01 Maintenance Logs
- c) LMCIT Dividend Returns
- d) MDH Sanitary Survey Report for Hendrum Public Water System
- e) Annual Service at Lift Stations & Flow Calibrations
- f) Pay Equity Compliance

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

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

APPROVAL OF AGENDA

- a) Add to Unfinished Business under Infinity Center: Facebook Page, Rentals.

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

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

REPORTS OF OFFICERS AND DEPARTMENT HEADS

- A. PUBLIC WORKS:** Maintenance Superintendent Reinhart was unable to attend the meeting due to his participation in the Water and Wastewater Conference in St. Cloud. He provided a progress report via text, highlighting the replacement of the water heater at 304 Main St E with an on-demand system. Additionally, he has also been installing LED bulbs to replace the unworking and burned-out fluorescent units in several buildings. Mr. Reinhart also took advantage of stocking up on hand tools that were recently on clearance.

B. CLERK-TREASURER:

- 1. Financial Report & Claims List:** The January financial report and February claims list totaling \$97,154.81 were presented for approval.

MOTION: P. *Baukol* moved; seconded by M. *Smart* to approve the January financial report and pay the following claims totaling \$97,154.81:

<u>Claim #</u>	<u>Vendor</u>	<u>Total</u>
4986	Amazon	\$52.55
5023	Goose River Heating and Cooling	\$1,148.00
5024	Red River Valley Cooperative Power	\$56.00
5025	Kotaco Fuels	\$697.08
5026	Hendrum EDA	\$242.00
5027	Loffler Companies Inc	\$188.82
5028	Northwestern Bank	\$201.14
5029	Agassiz Chemical & Equipment, Inc.	\$352.00
5030	Regions	\$59,719.38
5031	PERA	\$634.02
5032	USPS	\$185.00
5033	Northwestern Bank	\$15,542.50
5034	Northwestern Bank	\$10.00
5035	Fuch's Sanitation, Inc.	\$2,196.87
5036	Minnesota Pollution Control Agency	\$55.00
5037	MN DNR Ecological and Water Resource	\$205.49
5038	Minnesota Rural Water Association	\$350.00
5039	Stein's, Inc	\$451.80
5040	Visser Trenching	\$1,295.00
5041	Northwestern Bank	\$6,462.00
5042	Victor Lundeen Company	\$383.19
5043	Victor Lundeen Company	\$424.00
5044	Hendrum EDA	\$242.00
5045	Verizon Wireless	\$41.65
5046	MN Public Facilities Authority	\$1,154.75
5047	Gopher State One-Call	\$50.00
5048	Grainger	\$36.17
5049	arvig	\$4.95
5050	Kotaco Fuels	\$120.91
5051	Internal Revenue Service	\$1,983.88
5052	PERA	\$568.50
5053	MSCTC	\$760.00
5054	Microsoft	\$122.67
5055	MN Dept of Labor & Industry	\$125.00
5056	ND Sewage Pump & Lift Station	\$655.00

5057	Red River Valley Cooperative Power	\$273.42
5058	Valley General Store	\$164.07

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

2. Voided Checks: 4348, 4349, 18009, 18011, 18012, 18013, 10817

3. Audit Engagement Letter: The annual audit engagement letter was presented and approved.

MOTION: *P. Baukol* moved; seconded by *L. Lopez* to approve signing the audit engagement letter.

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

C. MAYOR: No update as there is nothing new to report beyond what was already on the agenda.

D. FIRE DEPARTMENT: The fire department is preparing for the annual steak supper, scheduled for March 29th. Additionally, there have been ongoing discussions to address issues with Elm River Township and Trail County Emergency Services, aiming to improve response times and coordination. The department is also focusing on recruitment and improving attendance at training sessions to ensure all members are adequately prepared for emergencies. Mayor Johannsen attended the recent annual Perley-Lee Fire Board meeting and provided an update.

UNFINISHED BUSINESS

A. City Ordinance Violations:

- Current ongoing violations were tabled due to winter conditions and will be revisited in the spring.
- The council discussed the ordinance violation at 403 Gordon St E, noting the need to address the garbage pile-up immediately due to health and safety concerns.

MOTION: *P. Baukol* moved; seconded by *M. Smart* to send a notice to the property owner at 403 Gordon St E regarding the ordinance violation, specifically addressing the immediate need to clean up the garbage pile-up on the property due to health and safety concerns.

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

B. Rural Water Supply Project: The rural water supply project aims to provide sustainable and reliable access to potable water for rural communities. The project has made significant progress, with ongoing efforts to secure state and federal funding to support its implementation. Local representatives are actively involved in the project's development and recent discussions have focused on addressing key hurdles such as state funding and engineering challenges.

C. 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 have been no further updates at this time.

- **Proposed Daycare:** The daycare at the Infinity Center is ready to move forward, pending the installation of a 220-volt outlet for the stove in the kitchenette.
- **Yoga Classes:** There has been no further communication from the interested party. Therefore, the topic will be removed from future agendas unless additional information is received.
- **Open Gym:** The open gym sessions are currently managed jointly by the city council and the community club, with responsibilities split between Sundays and Wednesdays. Discussions are ongoing about discontinuing open gym and instead introduce membership fees for gym access in order to more efficiently manage the gym and allow for greater access and utilization.
- **Facebook Page:** The council discussed creating a dedicated Facebook page for the Infinity Center to promote the event space and available rental spaces. Dena Bishop has agreed to manage the page which will focus solely on activities and promotions related to the Infinity Center, aiming to increase visibility and attract more renters and events.
- **Rentals:** The council discussed addressing overdue rent payments, ensuring all tenants have signed leases, and exploring other avenues to improve the financial sustainability of the Infinity Center.

D. Patrolling Contract: The council reviewed the proposed patrolling contract with the sheriff's office for the years 2025 and 2026. The contract was found to be satisfactory, with the only requested change being the itemization schedule, which should be biannual in July and December.

MOTION: M. Smart moved; seconded by *P. Baukol* to enter into the patrolling contract with the Norman County Sheriff's Department for the years 2025 and 2026, with the amendment that the itemization schedule be biannual on July 15th and December 15th, and to authorize the mayor to sign the contract once the changes are made.

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

NEW BUSINESS

A. Donation Resolution: The council accepted one \$500 donation from the Borup Community Club to the gaming account.

MOTION: P. Baukol moved; seconded by *S. Kaasa* to adopt Resolution No. 2025-04: 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: *aye*; LOPEZ: *aye*; SMART: *aye*. *MOTION PASSED.*

B. Liquor License Renewal: The council discussed the renewal of the liquor license for Maggie's Hometown Tavern, noting that all necessary paperwork and fees had been

submitted, although some state-required signatures were still pending. The council agreed to approve the renewal, contingent on the completion of the remaining state requirements.

MOTION: P. Baukol moved; seconded by *S. Kaasa* to approve the renewal of the liquor license for Maggie's Hometown Tavern, including both on-sale and off-sale licenses, as well as the 2:00 A.M. license, for the year 2025, contingent on the completion of all state-required signatures.

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

ADJOURNMENT

M. Smart moved; seconded by *P. Baukol* to adjourn the meeting at 8:15 P.M. The next regular council meeting will be held at 7:00 P.M. on March 19, 2025, in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer