

CITY OF HENDRUM
Regular Council Meeting Minutes
October 15, 2025

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum Council at 7:35 PM on October 15, 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, and Mike Smart.

The following city personnel were present: Keri Plemmons, Clerk-Treasurer; Dustin Reinhart, Maintenance Superintendent.

The following members of the public were present: Jeremy Bachmeier and Austin Olheiser.

CONSENT AGENDA

- a) 2025-09-09 Special Council Meeting Minutes
- b) 2025-09-17 Regular Council Meeting Minutes
- c) 2025-09 Maintenance Logs
- d) Resolution No. 2025-20: Donation Resolution to accept \$300 from the Borup Community Club for the gaming account.

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

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

APPROVAL OF AGENDA

- a) Add to D. Infinity Center under Unfinished Business: Football Field; Building Closure Plan.
- b) Add to New Business: C. Tree Request; D. EDA; E. Flood Buyout Property.

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

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

REPORTS OF OFFICERS AND DEPARTMENT HEADS

- A. PUBLIC WORKS:** The Public Works report noted upcoming hydrant flushing, no fall discharge due to low pond levels, routine equipment servicing, and refilling the shop's heating fuel. The school building has about 35 days of fuel remaining. Additional updates included REACH building work, storefront repairs, and holiday light preparations. A motion was approved to purchase heating fuel for the shop.

MOTION: P. Baukol moved; seconded by M. Smart to approve purchasing heating fuel oil for the shop.

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

- B. CLERK-TREASURER:**

1. Financial Report & Claims List: The September financial report and October claims list totaling \$17,351.11 were presented for approval.

MOTION: P. Baukol moved; seconded by S. Kaasa to approve the September financial report and pay the following claims totaling \$17,351.11:

Claim #	Vendor	Total
5318	Loffler Companies Inc.	\$192.05
5319	USABlueBook	\$199.18
5320	Visser Trenching Inc.	\$738.25
5321	PERA	\$581.60
5322	Fuch's Sanitation, Inc.	\$2,762.67
5323	Arvig	\$4.95
5324	West Central Regional Water District	\$500.00
5325	Hendrum EDA	\$124.80
5326	USPS	\$124.80
5327	Verizon Wireless	\$38.61
5328	TeamLab	\$817.75
5329	City of Hendrum	\$121.01
5330	Amazon.com	\$354.78
5331	RMB Environmental Laboratories, Inc	\$89.87
5332	Internal Revenue Service	\$1,697.51
5333	Minnesota Revenue	\$957.00
5334	Minnesota Revenue	\$1,376.99
5335	Northwestern Bank	\$10.00
5336	Valley United Co-op	\$120.61
5337	Motion Industries	\$110.06
5338	Motion Industries	\$64.75
5339	Norman County Auditor-Treasurer	\$1,233.13
5340	Norman County Auditor-Treasurer	\$1,488.61
5341	MN Dept of Labor & Industry	\$75.00
5342	PERA	\$568.50
5343	Fuch's Sanitation, Inc.	\$2,762.67
5344	Gopher State One-Call	\$9.45
5345	Julin Law Office, PLLC	\$27.00
5346	Valley General Store	\$39.35
5347	Ada Building Center	\$42.96

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

C. MAYOR: Mayor Johannsen reported that he had no new items to present beyond those already covered in the meeting agenda.

- D. FIRE & RESCUE:** Three firefighters began Firefighter I training. Truck inspections revealed minor issues, including a leaking pump pipe requiring repair. The department responded to several grass and field fires, including a large multi-agency field fire near Hillsboro. Plans for the Veteran’s Day supper and bingo were confirmed. The meeting was closed to review an application to join the Rescue Squad. Following the review of the application, the council approved hiring Kayla Jossund to the Rescue Squad.

MOTION: P. Baukol moved; seconded by S. Kaasa to close the meeting to the public at 8:30 pm pursuant to Minnesota Statute 13.43, subdivision 3, to review the rescue squad application.

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

MOTION: P. Baukol moved; seconded by S. Kaasa to reopen the meeting to the public at 8:31 pm.

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

MOTION: P. Baukol moved; seconded by M. Smart to hire Kayla Jossund as a member of the Rescue Squad.

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

UNFINISHED BUSINESS

- A. City Ordinance Violations:** Jeremy Bachmeier and Austin Olheiser discussed concerns regarding enforcement of the city’s nuisance ordinance on their property. The council noted that the ordinance is applied citywide and referenced ongoing issues related to discarded items and encroachment on city right-of-way. The residents indicated that improvements have been made, and the council agreed to review the property’s condition.
- B. Street Improvement Project:** No updates.
- C. Rural Water Supply Project:** The city has received a \$600,000 Small Cities Development grant to support future water improvements, which may include a rural water supply project or other infrastructure upgrades. The council is awaiting the results of a feasibility study before determining next steps, and no timeline for utilizing the funds has been established.
- D. Infinity Center:**
- **Gymnasium Roof Repair:** No new information.
 - **Rentals:** A current tenant is expected to vacate, which may impact rental income. The council discussed the impact on operating costs and the need to evaluate rental rates and building usage.
 - **Realtor:** Engaging a realtor for property sales was considered but deferred to avoid commission costs. The council opted to advertise properties directly for bids to maintain transparency and minimize expenses.

- **Riverview Dairy:** Representatives from Riverview Dairy toured the building and expressed interest in utilizing space in the Infinity Center. Details are still preliminary, and the council agreed to keep options open while awaiting further information. No commitments have been made at this time.
- **Industrial Arts Building:** The council closed the meeting to the public to discuss the sale of property that contains the old Industrial Arts Building and adjacent storage building. After reopening the meeting to the public, the council agreed to advertise the property for sale, with bids due November 19th. Approximate boundaries will be listed and the city reserves the right to reject any or all bids.

MOTION: P. Baukol moved; seconded by S. Kaasa to close the meeting at 9:01 pm for discussion of land value and potential sale pursuant to Minnesota Statutes §13D.05, subdivision 3(c), which permits a closed session to develop or consider offers for the purchase or sale of real property.

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

MOTION: M. Smart moved; seconded by P. Baukol to reopen the meeting to the public at 9:17 pm.

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

MOTION: P. Baukol moved; seconded by S. Kaasa to advertise for bids for the sale of the Industrial Arts Building and adjacent storage building, with approximate boundaries as discussed, and to require sealed bids to be submitted to the city by noon on November 19, 2025. The city reserves the right to reject any or all bids. The property is classified as commercial, contains electricity and sewer connections but no water, and viewing arrangements can be scheduled by contacting the city office.

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

- **Football Field:** The council explored selling part of the football field to a local business for expansion. Measurements and legal steps to separate the parcel will be researched before any action is taken.
- **Building Closure Plan:** Options for reducing heating costs were discussed, including isolating sections or installing propane furnaces. Professional winterization may be required if the building is closed. The council will revisit this after hearing from Riverview Dairy.

NEW BUSINESS

- Assessment Resolution:** The council passed a resolution to certify delinquent utility charges to the Norman County Auditor for assessment on property taxes payable in 2026. This action applies to accounts that remain unpaid after notice and opportunity for hearing, ensuring collection through property tax assessment as authorized by Minnesota Statutes §429.101.

MOTION: M. Smart moved; seconded by *P. Baukol* to adopt Resolution No. 2025-19: Resolution to Certify Delinquent Utility Charges to the Norman County Auditor for Assessment on Parcels within the City of Hendrum.

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

- B. Fence Permit Application:** The council reviewed a fence permit application submitted by the property owners at 350 Main Street West to replace an existing fence in the same location on their property. The proposed fence meets city requirements and does not alter the original placement.

MOTION: P. Baukol moved; seconded by *S. Kaasa* to approve the fence permit application as submitted for 350 Main Street West.

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

- C. Tree Request:** The council received a tree request from Dale Gammon regarding trees along the boulevard near his property, with specific concern for one tree located close to the house. The request was referred to the maintenance superintendent and Vice-Mayor Smart for inspection, and the council will revisit the matter at the next meeting.
- D. EDA:** The council reviewed the structure and operations of the Economic Development Authority (EDA), including funding, rental rates, and board member attendance.
- E. Flood Buyout Property:** The council discussed the lease status of the flood buyout property. As the previous lease term has expired and interest has been expressed by other parties, the council agreed to advertise the property for lease. Sealed bids will be accepted until noon on November 19, 2025.

MOTION: M. Smart moved; seconded by *P. Baukol* to advertise the flood buyout property for lease and accept sealed bids until noon on November 19, 2025.

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

ADJOURNMENT

P. Baukol moved; seconded by *S. Kaasa* to adjourn the meeting at 10:01 PM. The next regular council meeting will be held at 7:00 PM on November 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