

CITY OF HENDRUM
REGULAR COUNCIL MEETING MINUTES

May 27, 2026 – 7:30 PM

Professional Building Boardroom – 308 Main Street East, Hendrum, Minnesota

CALL TO ORDER

Mayor Johannsen called the meeting to order at 7:30 PM. The Pledge of Allegiance was recited.

ROLL CALL

Council members present: Paul Baukol, Curt Johannsen, Brian Schlapkohl, and Mike Smart.

Council member absent: Stephanie Kaasa.

City staff present: Keri Plemmons, Clerk-Treasurer, and Dustin Reinhart, Maintenance Superintendent.

Members of the public present: Ethan Campbell and Alexandra Campbell.

CITIZEN'S FORUM

Ethan and Alexandra Campbell addressed the Council regarding a sewer backup issue at their residence. The Campbells questioned the cause of the failure, prior contractor involvement, and responsibility for repair costs. Council members explained that the issue stemmed from a shifted private service connection containing a wye that had separated, allowing root intrusion. The Council clarified that under City policy, the City is responsible only for the sanitary sewer main, while all service lines and connections extending from the main to private property are the responsibility of the property owner. Discussion also addressed the historical nature of the shared connection and lack of regulation prior to the City's 1997 ordinance. The matter was scheduled for further discussion under new business.

CONSENT AGENDA

The Consent Agenda included the April 15, 2026, Regular Council Meeting Minutes, and Resolution No. 2026-08 accepting two donations for \$300 and \$500 from the Borup Community Club.

MOTION: *B. Schlapkohl moved; seconded by P. Baukol to approve the consent agenda.*

MOTION PASSED UNANIMOUSLY.

APPROVAL OF AGENDA

The agenda was approved as amended to include the following items under New Business: C. Sewer Connection Policy; D. Summer Help; E. Camping Fees.

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

MOTION PASSED UNANIMOUSLY.

REPORTS OF OFFICERS AND DEPARTMENT HEADS

A. PUBLIC WORKS & MAINTENANCE REPORT: The Maintenance Superintendent provided the following updates:

- The zero-turn mower has a leaking rear seal, and it is being reviewed to determine whether the repair is covered under warranty.
- The school building systems have largely been shut down, including air exchangers and compressors, to reduce utility expenses during the off-season.
- The Maintenance Superintendent informed Council that he does not intend to continue serving as the boiler operator moving forward, and this may require future planning for heating operations.
- Several streetlights throughout the city have burned-out bulbs, and replacement is needed.
- The campground water system is experiencing low pressure; initial review suggests a possible issue with the pressure switch or pressure tank, and further troubleshooting is ongoing.
- An electrical issue at the fire hall, involving a malfunctioning outlet, resulted in damage to multiple pieces of equipment, including a refrigerator, freezer, and battery tender; the breaker is currently not in use until repairs can be made.
- Electrical work is pending for two items: a breaker issue affecting a ball field light and wiring needed for a water heater at the 304 Main St E, both to be completed by a licensed electrician.
- Hydrant flushing needs to be completed and returned to a twice-yearly schedule (spring and fall) to maintain water quality and system performance.
- General maintenance activities, including seasonal preparations, equipment use, and coordination of upcoming work, are ongoing.

A. CLERK-TREASURER'S REPORT: The Clerk-Treasurer provided the following updates:

- Continued responding to auditor requests and supporting completion of the 2025 audit.
- Coordinated election preparations, including submission of preliminary ballot information and completion of required election training.
- Completed the Minnesota Department of Health service line inventory update and met all associated reporting deadlines.
- Coordinated with Moore Engineering on finalizing information on the rural water study, including submission of required information for grant funding and reimbursement processing.
- Addressed a vendor payment issue by voiding lost checks and reissuing payment.
- Initiated a storm damage insurance claim and is working with Mayor and Fire Chief to gather required documentation and estimates.

- Issued a 30-day notice to an Infinity Center tenant for past-due rent; no response has been received to date.
- Verified removal of Arvig equipment from the water tower and coordinated installation of updated office internet equipment.

MOTION: P. Baukol moved; seconded by M. Smart to remove claim # 5579 from the claims list and approve payment of the following claims totaling \$52,009.38. MOTION PASSED UNANIMOUSLY.

Claim #	Vendor	Total
5549	Loffler Companies Inc.	\$192.05
5550	Gopher State One-Call	\$50.00
5551	Red River Valley Cooperative Power	\$226.29
5552	Minnesota Unemployment Insurance	\$53.69
5553	PERA	\$270.80
5554	Verizon Wireless	\$38.59
5555	City of Hendrum	\$120.98
5556	Visser Trenching Inc.	\$1,850.00
5557	Office Supplies Plus	\$385.00
5558	Hutman Inc.	\$25.00
5559	Arvig	\$4.95
5560	The Red River Promoter	\$99.00
5561	Internal Revenue Service	\$1,335.48
5562	Hendrum EDA	\$242.00
5563	Fuch's Sanitation, Inc.	\$2,729.21
5564	Gopher State One-Call	\$1.35
5565	League of MN Cities	\$19,473.00
5566	Julin Law Office, PLLC	\$225.00
5567	Red River Valley Cooperative Power	\$214.44
5568	Norman County Auditor-Treasurer	\$1,860.00
5569	MSCTC	\$900.00
5570	Norman County Auditor-Treasurer	\$360.00
5571	Kotaco Fuels	\$97.01
5572	RMB Environmental Laboratories (replacement check for missing checks 18387 & 18396)	\$331.27
5573	Red River Valley Cooperative Power	\$67.50
5574	Red River Valley Cooperative Power	\$5,618.57
5575	PERA	\$262.14
5576	PERA	\$242.67

5577	Loffler Companies Inc.	\$192.05
5578	Moore Engineering, Inc.	\$2,000.88
5579	Titan Machinery-Ada	\$1,466.47
5580	Emergency Apparatus Maintenance Inc	\$1,779.47
5581	Arvig	\$15.28
5582	Jet-Way Multiple Services, Inc.	\$2,112.50
5583	API Garage Door Inc	\$443.00
5584	MN Department of Public Safety	\$25.00
5585	Visser Trenching Inc.	\$233.70
5586	Verizon Wireless	\$38.61
5587	City of Hendrum	\$120.98
5588	Fuch's Sanitation, Inc.	\$5,913.09
5589	Titan Machinery-Ada	\$315.40
5590	Display Sales	\$1,569.00
5591	Auto Value Parts Stores	\$35.80
5592	RMB Environmental Laboratories, Inc.	\$249.90

B. MAYOR'S REPORT: The Mayor provided the following updates:

- Provided update on sewer situation discussed during public comment, including background on repair, contractor involvement, and clarification that responsibility lies with the property owner under current ordinance.
- Reported on development activity, including interest from Eco NextGen Builders in purchasing lots for prefab housing construction.
- Noted progress on congressional funding requests, including inclusion of the city's water project in federal submissions; no progress reported on street funding.
- Provided update on discussions with developers regarding additional housing and commercial opportunities.

C. FIRE & RESCUE REPORT: The Fire Chief provided the following updates:

- Reported ongoing difficulty with recruitment and retention of members, noting this is a statewide issue affecting departments of all sizes.
- Noted increased mutual aid use and discussion among departments regarding consolidation and shared services.
- Reported multiple recent grass fires, primarily caused by burning during red flag conditions without permits.
- Described recent fire activity, including several calls over a short period and challenging conditions due to high winds.

- Reported on a propane tank incident involving an overfilled tank that vented without ignition.
- Discussed potential for billing fire response costs to responsible parties in certain situations.
- Identified ongoing electrical issue at the fire hall related to damaged equipment and outlet malfunction.

UNFINISHED BUSINESS

A. City Ordinance Violations:

- Council reviewed previously identified ordinance violations and noted that two violations involving an unlicensed vehicle and a trailer have been resolved and may be dismissed.

Motion: *P. Baukol moved; seconded by M. Smart to dismiss the previously identified parking violations. MOTION PASSED UNANIMOUSLY.*

- Council discussed two remaining unlicensed vehicle violations previously referred to the Sheriff's Office for enforcement; no updates have been received to date.
- Council identified a new mowing violation at a county-managed property, 225 Herbert St N, that is no longer being maintained.

Motion: *P. Baukol moved; seconded by M. Smart to send a formal mowing notice to the managing attorney at Hanson & Liebl Law Office. MOTION PASSED UNANIMOUSLY.*

- Council discussed a mowing and tree concern at 403 Gordon St E, noting that the property has not been maintained and still contains storm-damaged tree debris remaining on the premises.

Motion: *P. Baukol moved; seconded by B. Schlapkohl to send a mowing notice to 403 Gordon St E, including requirement for removal of tree debris and storm-damaged materials from the yard. MOTION PASSED UNANIMOUSLY*

- Council discussed additional properties with potential maintenance concerns and agreed to continue monitoring and address with notices as necessary.

B. City Street Paving Project:

- Council discussed the status of the city street paving project and reported that the funding request submitted to the state legislature was not successful this cycle. It was noted that although funding was not awarded, efforts will continue in future legislative cycles as opportunities arise.

C. Rural Water Supply Project:

- Council reported that the city's water project has been included in congressional directed spending requests submitted by both Senator Amy Klobuchar and Senator Tina Smith.
- It was noted that the project has advanced to the next stage of consideration at the federal level, where it will be reviewed as part of the appropriations process.

- Council acknowledged that the project has advanced to this stage in previous years without receiving funding but indicated there may be improved prospects due to related regional funding support.
- Council will continue to monitor progress and advocate for inclusion in federal funding appropriations.

D. Infinity Center:

- **Gymnasium Roof Repair:** No updates were provided regarding the gymnasium roof repair.
- **Rentals:** Council discussed the status of rental agreements within the school building and noted that the tenant in Room 31 remains delinquent.

MOTION: *P. Baukol moved; seconded by B. Schlapkohl to send a letter regarding delinquent rent to the tenant in Room 31. MOTION PASSED UNANIMOUSLY.*

- **Realtor:** The Mayor reported meeting with a representative from Steffes Auctions regarding potential sale of the school building. It was noted that an auction may not be the most appropriate method due to the specialized nature of the property. Recommendation was made to proceed with a Request for Proposals (RFP) process, and Council will work on developing draft documents for review.
- **Riverview Dairy:** No new updates were reported. The Mayor noted he plans to reach out to Riverview Dairy for an update.
- **Industrial Arts Building/Football Field:** Council discussed the status of survey work for the industrial arts building and football field property. Staking has been completed on the property, indicating that survey work is progressing. No additional updates have been received from the engineering firm at this time.
- **Building Closure Plan:** Council briefly discussed the building closure plan with no new updates reported at this time.

NEW BUSINESS

A. Permit Applications:

- Council reviewed a permit application for 454 Gordon St W for removal and replacement of a front porch.

Motion: *B. Schlapkohl moved; seconded by P. Baukol to approve the permit application for 454 Gordon St W for removal and replacement of a front porch. MOTION PASSED UNANIMOUSLY.*

- Council reviewed a permit application for 526 Hancock St for siding replacement.

Motion: *M. Smart moved; seconded by B. Schlapkohl to approve the permit application for 526 Hancock St for siding replacement. MOTION PASSED UNANIMOUSLY.*

- Council reviewed a permit application for 357 Rice St S for installation of a fence and determined that the application did not comply with ordinance requirements related to height and setbacks, and additional information was required.

Motion: P. Baukol moved; seconded by M. Smart to deny the fence permit application and require resubmittal with compliant specifications and measurements. *MOTION PASSED UNANIMOUSLY.*

B. Public Space Event Policy: Council reviewed a proposed public event use policy to regulate temporary use of city-owned property, including streets, sidewalks, and public spaces, to ensure consistency and address liability concerns.

Motion: P. Baukol moved; seconded by M. Smart to adopt Resolution 2026-09 establishing the public event use policy. On the following roll call vote, the resolution was duly adopted and is on file at the city clerk's office. *AYES: P. Baukol, C. Johannsen, B. Schlapkohl, M. Smart; NAYES: None. RESOLUTION ADOPTED.*

C. Sewer Connection Policy: Council reviewed a proposed policy clarifying responsibility for sewer service lines and connections, including legacy and shared systems, to address disputes and ensure consistent application of the City's ordinance.

Motion: B. Schlapkohl moved; seconded by P. Baukol to adopt Resolution 2026-10 establishing the sewer connection policy. On the following roll call vote, the resolution was duly adopted and is on file at the city clerk's office. *AYES: P. Baukol, C. Johannsen, B. Schlapkohl, M. Smart; NAYES: None. RESOLUTION ADOPTED.*

Council further directed that written correspondence be sent clarifying responsibility for the recent sewer repair.

Motion: P. Baukol moved; seconded by M. Smart to send correspondence to the affected property owners and contractor confirming the City's position that the repair is not a City responsibility. *MOTION PASSED UNANIMOUSLY.*

D. Summer Help: Council discussed the need for an additional seasonal maintenance assistance to support mowing and general labor duties and reduce overtime demands.

Motion: M. Smart moved; seconded by B. Schlapkohl to advertise for a seasonal general labor position for the maintenance department. *MOTION PASSED UNANIMOUSLY.*

E. Camping Fees: Council discussed campground usage, including a camper placed on-site prior to the park opening without payment, and concerns regarding enforcement of fees and consistency. Councilmember Smart was assigned to address the situation.

ADJOURNMENT

Having no further business, M. Smart moved; seconded by B. Schlapkohl to adjourn the meeting at 9:25 pm. *MOTION PASSED UNANIMOUSLY.* The next regular council meeting will take place at 7:30 pm on Wednesday, June 17, 2026, in the boardroom of the Professional Building, 308 Main Street East, Hendrum.

Minutes submitted by:

Keri Plemmons, Clerk-Treasurer