

**CITY OF HENDRUM**  
**REGULAR COUNCIL MEETING MINUTES**

April 15, 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, Stephanie Kaasa, Brian Schlapkohl, and Mike Smart.

City staff present: Keri Plemmons, Clerk-Treasurer.

**CITIZEN’S FORUM**

No citizens appeared before the Council.

**CONSENT AGENDA**

The Consent Agenda included the March 18, 2026, Regular Council Meeting Minutes, March 2026 Maintenance Logs, and Resolution No. 2026-07 accepting two \$300 donations from the Borup Community Club and a \$250 donation from Lee Township.

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

**APPROVAL OF AGENDA**

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

**REPORTS OF OFFICERS AND DEPARTMENT HEADS**

- A. PUBLIC WORKS & MAINTENANCE REPORT:** Maintenance Superintendent Reinhart was not available to attend the meeting; no report was presented.
  
- B. CLERK-TREASURER’S REPORT:** The Clerk-Treasurer provided the following updates:
  - Presented the March 2026 financial report and claims; discussed cash flow timing, including quarterly obligations and major recurring expenses.
  - Reported receipt of a \$23,907.34 state disaster reimbursement, providing short-term relief and reducing the need to draw on tax anticipation certificates.

- Prepared and mailed the spring newsletter and posted and published the Local Board of Appeal & Equalization meeting notice.
- Participated with the Fire Chief in the Norman County hazard mitigation planning process to maintain FEMA mitigation grant eligibility.
- Submitted annual audit materials; audit presentation is anticipated for the June council meeting.
- Coordinated with engineering on environmental review/consultation letters for the Small Cities Development Grant and submitted the city to the Minnesota Department of Health priority list for a future lead service line replacement project.
- Provided notice of a private sewer line repair that may require a street cut.
- Noted Arvig removed equipment from the water tower; billing follow-up is pending.
- Noted upcoming election training related to electronic poll pads.
- Check No. 18288 was voided.

**MOTION:** M. Smart moved; seconded by P. Baukol to approve payment of the following claims totaling \$27,005.96. **MOTION PASSED UNANIMOUSLY.**

Claim #	Vendor	Total
5515	USPS	\$78.00
5516	Kotaco Fuels	\$935.11
5517	Amazon.com	\$151.55
5518	League of MN Cities Insurance Trust	\$1,583.00
5519	arvig	\$4.95
5520	Loffler Companies Inc.	\$192.05
5521	Red River Valley Cooperative Power	\$4,998.97
5522	Red River Valley Cooperative Power	\$67.50
5523	RMB Environmental Laboratories, Inc	\$101.37
5524	City of Hendrum	\$120.98
5525	USABlueBook	\$139.61
5526	The Red River Promoter	\$317.00
5527	Verizon Wireless	\$38.62
5528	USPS	\$458.00
5529	PERA	\$509.17
5530	ND Sewage Pump & Lift Station	\$655.00
5531	Internal Revenue Service	\$1,281.32
5532	Minnesota Revenue	\$1,107.07

5533	Minnesota Revenue	\$789.00
5534	Minnesota Revenue	\$166.88
5535	Fuch's Sanitation, Inc.	\$2,729.21
5536	Hendrum EDA	\$242.00
5537	Amazon.com	\$42.71
5538	RMB Environmental Laboratories, Inc	\$229.90
5539	Clearbrook Electric, Inc	\$615.00
5540	Red River Valley Cooperative Power	\$5,171.65
5541	Red River Valley Cooperative Power	\$67.50
5542	Norman County Index	\$57.00
5543	Valley General Store	\$53.53
5544	Kotaco Fuels	\$216.03
5545	Office Supplies Plus	\$195.00
5546	Norman County Auditor-Treasurer	\$1,751.24
5547	Norman County Auditor-Treasurer	\$1,271.74
5548	PERA	\$668.30

**C. MAYOR'S REPORT:** The Mayor reported on attendance at a regional meeting with Representative Michelle Fischbach focused on water management and infrastructure issues affecting communities along the Red River, including flood mitigation. He also visited with Representative Fischbach about water supply needs, and bridge infrastructure concerns. The Mayor provided updates on discussions with state and federal representatives regarding funding opportunities for water, street, and redevelopment projects, noted continued engagement with engineering partners on pending applications, and shared that no definitive funding determinations have been received to date.

**D. FIRE & RESCUE REPORT:** Fire Chief Smart reported that the annual steak supper fundraiser hosted by the Hendrum Firefighter's Relief Association was successful, generating significant revenue for fire and rescue services despite slightly reduced attendance compared to the prior year, with final totals still being compiled. Ongoing training efforts were reviewed, including scheduled joint training with neighboring departments. Equipment status was discussed, including battery issues with one apparatus and evaluation of charger and replacement options, as well as recent grant application outcomes and upcoming fundraising and training activities.

## UNFINISHED BUSINESS

- A. City Ordinance Violations:** The Council discussed follow-up on ordinance matters. The Sheriff's Office has not yet provided additional updates on two property files that were sent February 25<sup>th</sup> requesting citations be issued. Council members discussed a prior nuisance property where the owners have moved but a temporary snow fence remains; the Council agreed to allow time for the owners to complete cleanup rather than send an additional notice at this time. The Council also discussed unlicensed/expired-tab vehicles parked on public right-of-way, including concerns about street edge deterioration and drainage impacts. Staff will document the vehicles (including photos of tabs), and the Vice-Mayor will contact the Sheriff's Office regarding enforcement and towing options for vehicles with expired tabs.
- B. City Street Paving Project:** No new updates were reported. The Mayor noted that the City continues to pursue funding opportunities and has submitted requests through the offices of Rep. Fischbach and Sen. Klobuchar as congressional directed spending (earmark) requests prepared with engineering support; the City has not yet received notice on their status.
- C. Rural Water Supply Project:** No new updates were reported. The Mayor noted that the City continues to keep the project active by submitting funding requests and monitoring state and federal opportunities; no determinations have been received.
- D. Infinity Center:**
- **Gymnasium Roof Repair:** The Mayor reported that additional paperwork was submitted to the Dekko Foundation and the City is awaiting further review and response.
  - **Rentals:** The Council discussed delinquent rent for a tenant who had not made a payment since September and was approximately \$3,500 past due. After discussion, the Council directed staff to issue a written notice requiring the tenant to either bring the account current or vacate within 30 days (consistent with the lease terms). The Council also noted another tenant was behind for February–April; the Mayor will follow up and request the account be brought current.

**MOTION:** *P. Baukol moved; seconded by S. Kaasa to direct the Clerk-Treasurer to send a written notice to the delinquent tenant requiring the tenant to either bring rent current or vacate the rented space within 30 days. MOTION PASSED UNANIMOUSLY.*

- **Realtor:** The Mayor reported he had spoken with a representative of Steffes Auctioneers and planned to confirm scheduling the following week, with the intent to meet, tour the building, and receive input on marketing and potential sale options.
- **Riverview Dairy:** No new updates were reported. The Mayor noted he planned to reach out to Riverview Dairy for an update.
- **Industrial Arts Building/Football Field:** The Mayor reported the survey work for both the football field, and the Industrial Arts Building has been completed, and the City is awaiting the final legal descriptions. Once received, the City plans to advertise the properties for bids/offer and proceed with a potential sale.
- **Building Closure Plan:** The Council noted the boiler has been shut off for the season. Additional discussion focused on cost-saving measures, including reducing lighting to essential/security needs and adjusting air exchange/ventilation operation now that heat is off while still managing humidity to protect the building.

## NEW BUSINESS

**A. Main Street Flowers:** The Council discussed the annual flower program. The Hendrum EDA agreed to contribute \$500 toward the program, and the Council considered contributing a matching \$500 (not to exceed the typical \$1,000 program budget, with potential offset from donations).

**MOTION:** *B. Schlapkohl moved; seconded by M. Smart to approve the City's \$500 contribution toward the Main Street flowers program (with the Hendrum EDA contributing \$500).*

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

**MOTION PASSED.**

**B. Building Permit:** The Council reviewed a building permit application for re-shingling at 454 Gordon Street West. No issues were noted.

**MOTION:** *B. Schlapkohl moved; seconded by P. Baukol to approve the building permit for 454 Gordon Street West. MOTION PASSED UNANIMOUSLY.*

**C. West Main Street:** The Mayor reported that Norman County approved taking over West Main Street from Quincy Street to County Road 106 as a county state-aid route. The Mayor planned to follow up with the County Engineer regarding anticipated rehabilitation.

## ANNOUNCEMENTS

- Tuesday, April 21, 2026 – Local Board of Appeals and Equalization: 6:00 pm Boardroom

- Tuesday, May 05, 2026 – Pet Clinic (Halstad): 4:00 pm – 6:00 pm
- Monday, May 11, 2026 – Spring Clean-up Day
- Wednesday, May 20, 2026 – Regular Council Meeting: 7:30 pm Boardroom

**ADJOURNMENT**

Having no further business, M. Smart moved; seconded by B. Schlapkohl to adjourn the meeting at 8:36 pm. *MOTION PASSED UNANIMOUSLY.* The next regular council meeting will take place at 7:30 pm on Wednesday, May 20, 2026 in the boardroom of the Professional Building, 308 Main Street East, Hendrum.

Minutes submitted by:

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Keri Plemmons, Clerk-Treasurer