

**Hadley City Council, Hadley Minnesota**

**Meeting Minutes**

**Monday, July 8, 2024**

Members Present: Rick Like, Bonnie Petersen, Henry Veldhuisen, Jill Pieske, John Brouwer

Others Present: Riley Engbarth, Clerk/Treasurer, Myron Bennett, Liquor Store Manager, Dan Janssen, Rain Gutter Vendor

Call to Order: The meeting was called to order by Mayor Like at 6:30pm.

Welcome Guests: Zach Bubany, Bollig Engineering Representative and Marie Hanson, Hadley Property Owner were present with Open Forum requests. Rhonda Wynia, Steve Wynia, Dawn Shumaker and Allan Shumaker were also present.

Agenda Approval: The council was asked to review the meeting agenda and suggest any additions or corrections. Council Member Petersen requested to add discussion on the Burn Pile/Field under New Business. With no further additions or corrections, MSP by Council Member Brouwer and Council Member Petersen to approve the meeting agenda, as amended. Motion carried unanimously.

Review of June Minutes: The council was asked to review the June meeting minutes and suggest any additions or corrections. With no further additions or corrections, MSP by Council Member Petersen and Council Member Pieske to approve the regularly scheduled meeting minutes from June 10, 2024, as presented. Motion carried unanimously.

Review of Liquor Fund: Myron mentioned that the Slayton Fire Department Street Dance is coming up at the end of the month and the plan is again to have three bars set up outside in addition to inside sales. There was follow up discussion regarding Liquor Store employee cash tip reporting following additional research after last month's meeting. Riley contacted Rebecca with Kinner & Company, LTD again for further explanation and provided Myron with the additional information received. It is ultimately a requirement to avoid liability and fines in the event of an audit and suggested that the City Council support the Clerk/Treasurer in enforcing the IRS requirements set forth. With the newly enforced requirement going into effect, there was discussion on offering a pay raise to affected employees in this department, as a retention incentive. Myron stated he was intending to bring forth a pay increase, and after discussion it was recommended to increase affected employee pay rates by \$1.00/hour. Myron will work with employees to have each of them return the Employee Tip Reporting Acknowledgement and begin logging cash tips effective 7/1/2024, for processing on the next payroll. With no further questions or discussion, MSP by Council Member Brouwer and Council Member Petersen to approve the Liquor Fund, as presented. Motion carried unanimously.

Review of General Fund: With no further questions or discussion, MSP by Council Member Pieske and Council Member Veldhuisen to approve the General Fund, as presented. Motion carried unanimously.

Review of Water/Sewer Fund: The aged balance report was presented and reviewed, with no immediate shutoffs noted. With no further questions or discussion, MSP by Council Member Veldhuisen and

Council Member Petersen to approve the Water/Sewer Fund, as presented. Motion carried unanimously.

#### Committee Reports:

- Water & Sewer Committee: There was no new information reported during the meeting.
- Streets Committee: There was no new information reported during the meeting.
- Personnel Committee: Liquor Store employee cash tip reporting was discussed in detail, as further outlined under Review of Liquor Fund.
- Park & Recreation Committee: There was no new information reported during the meeting.

#### Old Business:

- Community Center Rain Gutters: Dan Janssen, Rain Gutter Vendor, was present and provided information on the current rain gutter situation along with his proposal for the scope of work to be completed. He presented a drawing showing the current situation and his proposed solution to the excess rainwater drainage problem. He presented a snow guard, gutter and downspout as sample materials and discussed the advantages and disadvantages of each when determining what to install. It was recommended to have at least two downspouts on each end to handle the amount of rainwater that would be taken in by the new gutters. An proposal for labor and materials for the north side of the Community Center was presented for consideration totaling \$4,977.00. Additional discussion occurred following, and it was suggested to proceed with both sides at the same time, although the proposal was only for the north side. MSP by Council Member Veldhuisen and Council Member Petersen for Dan Janssen to proceed with the work on the north side as proposed and also for Mayor Like to request and obtain a second proposal for the south side of the building. Motion carried unanimously. It was noted that the City of Hadley previously received a general donation from Currie Town & Country, which was purposed for Community Center repairs and maintenance, so this could be used to help offset some of the expenses related to this project, with additional potential help from the Hadley Community Center Improvement Committee.
- Pump House Insulation: Mayor Like reported that he talked with a spray foam insulator out of Luverne who is currently working on putting together an estimate. He is currently looking into other potential vendors, so could be obtaining several quote options for presentation before the City Council.
- City Garage/Shed: Council Member Veldhuisen presented a secondary quote from RFC Portable Buildings LLC for a portable storage option that could be moved in, which ended up being about \$20,000.00 cheaper than the initial Morton Buildings Quote presented last month at \$13,600.00 for a 16' x 30' x 10' garage/storage building which could also be installed yet this year. Dan Blankenship, Cement Contractor, quoted an additional \$3,000.00 for cement and labor to pour a slab beside the existing garage. Council Member Veldhuisen received feedback from other residents who thought it made more sense to leave the existing garage and add another garage beside existing building on the same site. It was noted that the first step would be to apply for a building permit with Murray County Environmental Services due to being within 1,000 ft of the

classified floodplain. Following discussion, MSP by Council Member Brouwer and Council Member Pieske to proceed with the paperwork needed to obtain a building permit through Murray County Environmental Services for the scope of work and garage/storage building defined and move forward with the purchase of garage/storage building, as quoted by RFC Portable Buildings LLC, contingent upon approval of the building permit, leaving existing building as is. Motion carried unanimously. Council Member Veldhuisen will obtain a scale drawing with dimensions for use when completing the required building permit application. An on-site meeting with Jean Christoffels of the Murray County Environmental Services office may also be necessary to determine allowable options and required setbacks.

- 23-001 “Utilities” Ordinance Revisions: Riley presented a revised draft of Ordinance 23-001 “Utilities” which included the revisions outlined and previously discussed for council member review and recommended adoption. Following discussion, it was decided to increase the delinquent utility reconnection fee from \$50.00 to \$75.00, with Riley to make this additional revision. MSP by Council Member Pieske and Council Member Petersen to adopt Ordinance 23-001 “Utilities” as presented contingent upon the amendment discussed. Motion carried unanimously.
- 18-004 “Public Nuisances” Ordinance Revisions – Mowing/Grass Clippings: Riley presented a revised draft of Ordinance 18-004 “Public Nuisances” which included the revisions outlined and previously discussed for council member review and recommended adoption. Following review, MSP by Council Member Petersen and Council Member Veldhuisen to adopt Ordinance 18-004 “Public Nuisances” as presented. Motion carried unanimously.
- Slayton Fire Department Street Dance: The Slayton Fire Department Street Dance is scheduled for Friday, July 26<sup>th</sup> on Main Street in Hadley. The details and planning are being finalized, with a portion of Main Street to be blocked off to traffic for the evening following approval of the required permit from the Murray County Highway Department.

#### New Business:

- Open Forum – Zach Bubany: Zach Bubany, Bollig Engineering Representative was present to introduce himself as our new representative for Bollig Engineering and review a new Funding Bulletin that they are going to be producing/updating on a regular basis in order to provide relevant updates to city officials more often. He presented and touched on each section of the new bulletin, highlighting the on-going Lead Service Line Inventory project. He questioned if a tech has been out to conduct work for this project, and it was noted that they were in Hadley on one occasion and Paul Dhoore attended the last meeting to provide an update regarding the project.
- Open Forum – Marie Hanson: Marie Hanson, Hadley Property Owner, was present to discuss the raccoon situation on her vacant property, following the letter and email she received concerning the property. It was reported that she is currently in the process of remedying the situation, however she asked for more time, as she hasn’t quite determined the best course of action and requires additional help to abate the raccoons from the vacant structure. She mentioned that she was appreciative of the notifications, although questioned who made the report(s) as she

felt targeted with no source being included in the notifications. Mayor Like stated that the purpose of the notifications was to simply make her aware of the situation in hopes she would comply with city ordinance and take immediate action to mitigate the problem. The city council thanked Marie for being willing to attend the meeting to further discuss the issue. Marie stated she would further discuss any future situation concerning her property openly with the city council or with anyone who has concerns.

- 2024 Fund Balances – Quarter 2 Review: The council was presented with the quarterly fund balance spreadsheet for review. Riley highlighted the LMC 4M Fund, which continues to perform well, gaining \$1,879.59 in dividends during the quarter. Interest rates for CD's were also noted, with upcoming maturities during quarter four to be over 2% higher than previous renewals.
- 2024 Election Updates: With the Mayor and a couple of Council Members up for re-election this year, discussion was started on election filing for current council members and any Hadley community members interested in running for a position on the council. The filing period runs from July 30<sup>th</sup> through August 13<sup>th</sup> at 5:00pm and Hadley residents interested in running for office are encouraged to file with Riley during the filing period. He will be at the Community Center on August 13<sup>th</sup> from 1:00pm to 5:00pm for candidates to file in person, if desired, prior to the close of filing. Riley also reported that he will be attending 5 hours of Murray County Election Clerk and Head Judge training on July 11<sup>th</sup> and July 25<sup>th</sup>. This is a requirement for all city and township clerks for certification during each election cycle. Additionally, Riley reported that there will be several required notices to be published and/or posted ahead of the upcoming election.
- Mosquito Spraying: Riley questioned if the City of Hadley wanted to again spray for mosquitoes ahead of the SFD Street Dance, and because they seem to be more heavily populated so far this summer. The council felt it was a good measure to take, considering the number of mosquitoes present this year. MSP by Council Member Brouwer and Council Member Pieske authorizing the City of Slayton to come over and spray Hadley city limits for mosquitoes as frequently as their schedule permits ahead of the SFD Street Dance. Motion carried unanimously. Mayor Like will contact Weston Mahon with the City of Slayton to arrange this spraying, with Riley to provide advance communications to residents as spray dates are scheduled.
- Burn Pile/Field: Council Member Petersen was approached by Doug Halbur who previously planted sweet corn in the small field near the city brush site. He did not plant that field this year, as it needs a break for soil health among other factors, and with it being city property, he questioned if Darren Veldhuisen, the city's mowing vendor could begin mowing this area. The council saw no problem with this, so mowing will be arranged. Present Hadley Resident Rhonda Wynia also mentioned concerns regarding the excess black dirt pile located at the city brush site that is currently covered with weeds and in need of spraying or leveling. The council was receptive of Rhonda's concerns, which prompted council discussion on potential uses or solutions for the dirt pile. Mayor Like stated the dirt pile was originally left there for residents to utilize if black dirt was needed but agreed that the weeds have gotten out of hand. Options will be further researched for additional discussion on how to best move forward with this dirt pile.

MSP by Council Member Brouwer and Council Member Veldhuisen for payment of unpaid bills, as presented. Motion carried unanimously.

MSP by Council Member Veldhuisen and Council Member Petersen for meeting adjournment. Motion carried unanimously. With no further business, the regularly scheduled meeting was adjourned by Mayor Like at 8:23pm.

*Riley Engbarth*

Respectfully Submitted by Riley Engbarth, Clerk/Treasurer

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