

Hadley City Council, Hadley Minnesota

Meeting Minutes

Monday, April 12, 2021

Present: Rick Like, Bonnie Peterson, Henry Veldhuisen, John Brouwer, Jill Pieske, Riley Engbarth

Meeting was called to order by Mayor Like at 6:30pm.

Welcome Guests: Dean Larson

Review of March Minutes: With no additions or corrections, the regularly scheduled meeting minutes from March 8, 2021 were approved.

Review of Liquor Fund: Myron had to bartend, so he was not present, however he would be available to answer questions following the meeting, if needed. He did report that he talked to Woodstock Communications regarding possible service for the liquor store and community center. A tech is coming out tomorrow to look at the options we have available but provided an estimated quote of \$60-\$100 per month. Currently, we are paying \$104.64/month through Frontier Communications. Myron will hopefully have more information on this next month. With no further questions or discussion, the Liquor Fund was approved.

Review of General Fund: With no further questions or discussion, the General Fund was approved.

Review of Water/Sewer Fund: John questioned the \$387.00 payment to the City of Slayton that was showing on the March financials; this is for the contract agreement we have with the City of Slayton for pumping into their sewage lagoon. This payment is funded by monthly service hook-up fees from resident/business utility billing. With no further questions or discussion, the Water/Sewer Fund was approved.

Old Business:

- Generator: There was nothing new to report related to the generator purchase at this time. Proceeding with this project is dependent on the outcome of the street repairs/parking lot resurfacing project.
- Street Repair/Parking Lot Resurfacing – Engineering, Possible Grant Option: John gave the council an update on his communications with SWMHP in Slayton. He received a call from Jay and was told they do not assist in filling out grant applications, however he was referred to Kristie Blankenship and received confirmation that they do help with filling out the Small Cities Assistance Program application. He passed along to SWMHP that the city would be interested in meeting/discussing the costs and process for assistance with completing the application. He is waiting for a call back on the possibility of setting up a meeting or possibly having Kristie come to the next council meeting to explain the process and provide options.
- Dean Larson – Unmaintained Property & Unlicensed Vehicle Citations: This case has been turned over to the Murray County Sherriff's Office and is currently under investigation. Riley has been in contact with Deputy Isder and will receive an update once the investigation is complete. Dean

was present at the meeting and mentioned his concerns with some of the other properties and unlicensed vehicles in town. The council explained to Dean that the parties mentioned have continuously kept the council informed of their plans and have maintained communication on their intentions to comply with the city ordinances. Dean implied that the council has favorites and referred to the process as a “family farm”, to which the council reiterated the information above. He also had a complaint related to the pile of concrete located at Pieske’s residence that has not yet been cleaned up and removed from the property. Pieske’s are in the process of building a shed on their property and again have communicated their intentions before the council, during a prior council meeting, before the project began.

- Map of Water Valve Shut Off’s: Rick is going to check with Weston (City of Slayton) as he did not get this done following the February meeting. He is going to see if he can get details on the map they use and where they got it.
- Leeds & Lowville Township Monthly Rent Contract: Bonnie is going to check with Linda (Lowville Township Clerk) and the other contact she was given again regarding the rent. One of the township contracts is expired, so we know this needs to be dealt with immediately, if they plan to continue using the building for monthly meetings. Upon communication, Riley will follow-up with contract agreements/paperwork, if necessary.
- Ferguson Waterworks Software Upgrade Proposal: As a follow-up to the February meeting, Riley presented a string of email communication he has been having with Karen Olson (Ferguson Waterworks Representative). There are now three potential upgrade options on the table for consideration, each having pros and cons. Although given the council approval to proceed with upgrade given contingencies, he felt this needed to be discussed further given the additional information presented by Karen. The council is going to take time to review the emails in detail and provide feedback to Riley ahead of the April meeting. Rick mentioned getting rid of the meters and going back to a flat monthly fee for water/sewer usage. This seems like it would save the city in software/upgrade fees and Riley thinks it would also simplify billing processes. The billing could all be done in QuickBooks vs. a separate billing software and QuickBooks. Rick is going to check with Bollig Engineering on our original grant/system requirements to see if we are held to any requirements related to meters. John mentioned that we would still need meters at the pump house and lift stations for record keeping purposes. Discussion was tabled until next month, but there will be some research into the questions raised ahead of the April meeting.

New Business:

- 2021 Board of Equalization Meeting: Marcy Barritt and Amber Hansen from the Murray County Assessor’s Office were present prior to our regularly scheduled council meeting for our annual Board of Equalization Meeting. They provided materials and answered questions related to property transactions. The link for the equalization training that council members are encouraged to take will be available online in June/July 2021. Riley will email this link out to the council at this time, as we currently only have 1 member (Rick) who has taken the training. This

satisfies the requirements; however, it would be beneficial if all members took the training. No residents or business owners were present for open forum. MSP by Bonnie & Jill to approve the assessor and auditor values as presented. This meeting was concluded just before 6:30pm.

- Review of Water Testing Results/Recommendations: Darrin Haroldson, who originally submitted the testing results for review and discussion was lining up a representative to attend the meeting. They were not present for further discussion, so this item will be carried over to the April meeting, pending their attendance.
- Fund Balance Spreadsheet – Quarter 1 Review: The council reviewed the fund balance as presented and appreciated having this snapshot. Going forward, Riley will present the fund balance spreadsheet quarterly for review.
- Committee Updates – Streets Committee: John mentioned that Myron put the cap back on the water valve across the street from the Liquor Store. To temporarily fix this area until the streets are resurfaced, he plans to get a bag of cold patch to fill in areas, as necessary.
- Clerk Updates: Riley noted that the 2020 Audit with Kinner & Company is almost complete. He has been working closely with Rebecca to provide her with the information requested. The 2020/2021 Budget data is still needed, and Rick is going to get a copy of this to Riley for submission. Following final audit completion, Rebecca will attend an upcoming council meeting to present her findings/recommendations. Riley also wanted to get input/information from the council related to our website. He has received feedback from residents regarding the outdated content on our website. After taking the first few months to settle into his position, he is now ready to tackle a new and improved website. As discussed during his interview, an updated, functioning website is desired by the council. He is going to start by reaching out to Pipestone Publishing (host) to discuss options/process for uploading content. If he cannot get access to website, we may look at switching to a new platform for website hosting. There will be more to come on this in the coming months.
- 2021 Mowing Season: Rick asked the council for their input on contracting mowing services again for the 2021 season. Last year, we hired Darren Veldhuisen out of Slayton and the council was pleased with his work and pricing. At the conclusion of the 2020 season, an on-going agreement with Darren Veldhuisen to take care of mowing along streets was briefly discussed. MSP by Jill and John to contract with Darren Veldhuisen to maintain and mow the road ditches for the 2021 mowing season; Henry and Bonnie both abstained from vote due to conflict of interest. With the council's approval, Henry would again take care of mowing the city park this year. MSP by John and Jill to hire Henry to maintain and mow the park for the 2021 season.
- Peschges Tree Service has been taking care of the grove spring cleanup along the ball field/park. He is still going to come back with the grinder to take care of the shrubs/small cleanup. Henry mentioned that there is still some raking/stick cleanup needing to be done.
- Spring Clean-up Dumpster: Following a review of meeting minutes from the prior year, Riley mentioned the possibility of arranging a roll-off dumpster again for residents to use as a spring cleanup incentive. He suggested this be scheduled sometime after the first week in May to allow time for a mail notice insert with the May utility statements. The council agreed that this would again be a good idea, however mentioned that in some instances it was abused last year. Riley

will find out the items that cannot be placed inside the dumpster and include this list on the mail notice. MSP by Henry and Jill to approve the delivery of a 30-yard roll-off dumpster for the week of May 10th – 17th for city residents to dispose of unwanted items. Riley will line this up to be placed beside the Community Center and produce a utility bill insert/email notifying residents.

MSP by Henry and Jill for payment of unpaid bills, as presented.

MSP by Henry and Bonnie for meeting adjournment. With no further business, the regularly scheduled meeting was adjourned by Mayor Like at 8:00pm.

Riley Engbarth

Respectfully Submitted by Riley Engbarth, Clerk

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