

**Hadley City Council, Hadley Minnesota**

**Meeting Minutes**

**Monday, February 8, 2021**

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

Meeting was called to order by Mayor Like at 6:00pm.

Welcome Guests: Missy Biren, Farmers Agency of Avoca & Darrin Haroldson, Water Maintenance

Review of January Minutes: With no additions or corrections, the regularly scheduled meeting minutes from January 11, 2021 were approved.

Review of Liquor Fund: Rick questioned what was listed under Uncategorized Income and Riley confirmed this was a rebate that Myron received. Myron thinks he figured out why the liquor store water usage (utility bill) has been higher the past couple of months. A toilet in the community center women's bathroom was constantly running with hardly any use the past few months due to COVID-19. He also discovered that the softener salt was low in the basement softener. Myron contacted Parker Plumbing & Heating and Culligan Water Conditioning to come over and fix these issues. Riley will review the utility billing statement again in March, to see if billing has leveled out. Riley obtained the city's current liquor license information from Myron, as he is required to submit the new license to Minnesota Department of Revenue. 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: Follow-up updates from the previous meeting were provided by Rick & Bonnie related to the Skillings and Remme aged accounts. Rick was able to have a cordial conversation with Brittani prior to the council meeting and collected a payment for her account. She has plans to bring her account current in the next few weeks. Bonnie spoke to Rande Johnson regarding the utilities at his vacant property (previously occupied by Ashley Remme). Rande agreed that the utilities can now be shut off since the property is vacant. There will still be a monthly installment on the property as part of debt service coverage, however the possibility of freezing pipe issues can be avoided. There is an accumulating past-due balance on the account for this property, with no activity the past couple of months. Riley will send the March billing to Rande's attention with a letter explaining the balance and future billing. Darrin was contacted to initiate a utility disconnect; however, he is unable to access the value at this time due to a large snow drift blocking it – this will be attempted again in the coming weeks. Another ongoing account of concern is the Hughes vacant property account, which is also part of debt service coverage. As Riley has sent several statements with no response, Rick will text Theresa regarding billing. With no further questions or discussion, the Water/Sewer Fund was approved.

Old Business:

- Cable/Internet Provider: No updates from Myron on research related to switching providers. He has decided to stay with Dish for the time being.
- Generator: Henry brought forward a quote from Doug Brinks with Slayton Electric Inc. for \$13,000.00 to install a new generator at the well pump house. It would be hooked up through the propane tank, with electricity automatically coming back on just a few seconds after the power goes out. Installation of this generator would allow for water to remain on during extended power outages eliminating residents running out of water in addition to keeping the system cleaner. There may be times when the generator may not be on during the entire outage if such outage occurs over an extended period of time, however Jill and Bonnie mentioned that with a generator residents would at minimum have the time to prepare. With no further discussion, there was a MSP by Bonnie and Henry to proceed with purchasing the generator for installation at the well pump house. John opposed. This purchase is dependent on the final outcome and cost of the street repair/parking lot resurfacing project.
- Dean Larson – Citations, Nuisance, Concerns:
  - Unmaintained Property & Unlicensed Vehicle Citations: Riley drafted a letter to Dean the middle of January and with council review and approval, the letter was sent via certified mail on 1/25/2021. The return receipt for this letter has not been received to date, so Bonnie is going to check with the Hadley mail route carrier, on the process for certified mail and the status of this particular letter.
  - Email Received: An email was received from Dean ahead of the meeting and this email was passed onto the council per his request. Much of the email was follow-up comments/questions, after he reviewed to January meeting minutes. The council had discussion on the email, and it was determined that it would be to Dean's advantage to sign for the certified letter he was sent. The council feels the letter's contents will answer many of his questions. A reply email will be sent to Dean explaining this and should there be further concerns, he can contact a council member or attend a future meeting.
- Street Repair/Parking Lot Resurfacing – Engineering, Possible Grant Option: John called and left Kelsey with SEH two messages, but she has not yet returned his calls to discuss details on the proposed project. He plans to try contacting her again in the near future. John received the necessary street measurements from Nick, with the city streets totaling roughly 4,000 feet. He did some calculations on how much mix we would need for the different overlay thicknesses. Riley looked back in QuickBooks to confirm that Morris Sealcoating out of Morris, MN did the prior street repairs several years ago and provided expense related information for the council. John has also contacted Brett about gravel that would be needed if we proceed with the project, however Brett needs some additional information on how low Main street will be prior to providing an estimate. John feels 1.5" of hot mix overlay is a waste as it will need to be re-done faster. Overlay at 1.75" thick is a good happy medium and also saves some money when compared to the thickest overlay option. The council feels repairing the streets is an immediate important project for the city, so discussion and research will continue.

- Special Election Update: Riley met with Murray County Auditor/Treasurer, Heidi Winter following last month's meeting for training pertaining to the upcoming special election. The council was provided with a schedule of important dates between now and election day, which is April 6<sup>th</sup>. A letter explaining some important details on the election was included with the February utility billing statements and also sent via email to the city's registered email list. A notice of filing was published in the Murray County Wheel-Herald 1/25/2021 and 2/1/2021 editions and has also been posted in the Liquor Store. The council was also given a draft of the required Special Election Procedures mail notice that will be sent out to residents on 2/15/2021. Following the close of the filing period, Riley will submit candidates to Heidi so she can get a sample ballot put together before ballots are mailed in early March.
- Map of Water Valve Shut Off's: Darrin was asked about the possibility of putting together a map of the water valve shut offs within the city. He has not had a map of these in the past, so like everyone else, would be starting from scratch. The council also discussed talking to Bob about this as he may also have some insight. There will be more discussion on this at a future meeting.

New Business:

- Review of Insurance Policies: Missy Biren with Farmers Agency of Avoca was present to review the City of Hadley Insurance policies for 2021. She again requested a signature on LMC's annual Liability Waiver for statutory limits. After discussion on the purpose of waiver, a MSP was made by Bonnie and Jill to not waive the statutory torte limit of \$500,000.00 and Rick signed the form as required. This is no different than what has been done in prior years and a copy was retained for city records. Missy also reviewed the different insured properties and current coverages on each. With discrepancies discovered and noted on some of the locations, Missy will do some further research. It was suggested that a closer look needs to be taken at the coverages to ensure we are adequately covered. She would like to take a tour in the spring with Rick & Riley of each location, so we can review what is insured and take photos, which may also answer some of the questions raised. Henry asked for clarification on what the baseball dugouts are currently valued at as they may be undervalued – Missy is going to put together a quote on increasing these limits to purchase value. Rick noted that the League of Minnesota Cities has been extremely easy to work with over the years and was very accommodating during the claim process following the tornado damage last year.
- Review of November 2020 Water Testing Results/Recommendations: Darrin Haroldson, who maintains the city water supply was present to discuss these results and recommendations in further detail. The main recommendation was looking at adding a pumping system to add additional anti-oxidation chemicals into the water. The costs for this would comprise of the pump, hose, and necessary chemicals. Adding this pump would minimize oxidation and prevent the holding tank from filling as fast. Darrin is going to talk with a representative from Pipestone who installs these systems about attending the next council meeting to present a quote and process for installing this system. More information will be presented before the council further discusses the addition of this pump. Darrin was also instructed to inform Riley or a council member in advance of future hydrant flushing, so residents can be properly notified. The

flushing is typically done twice a year, spring and fall, over 2 days each. Bonnie again brought up the water at the Hadley Farmers Elevator office having a sewer smell to it. She was curious if Darrin had any input or suggestions to eliminate the smell. He has not dealt with this issue in the past, so was going to check with one of his contacts at the state office, as samples may need to be taken. Darrin will let Riley know if he and the representative from Pipestone will be attending the March meeting for further discussion on the additional pump.

- CD Renewals: Riley brought forward several CD's that have upcoming renewals. Recently, they had been renewed for shorter terms due to interest rates falling during the COVID-19 pandemic. He wanted council approval to renew them again for shorter terms (5 months), hoping the rates will be in a better spot when they mature again. The council discussed and agreed that this sounded like the best option given the current rates and availability of shorter terms. MSP by Bonnie and Jill to authorize Riley to renew each of the CD's for 5 months at .25% APR each. Riley plans to put together a balance breakdown for the March meeting, which will include all accounts and balances, including the renewed CD's and any applicable interest, for a snapshot of city deposits. Going forward, this will be presented on a quarterly basis or at the council's request. Rick mentioned that in the past, the council has given the Clerk authority to search for the best rates and renew CD's without council approval, if the renewals fall ahead of a council meeting.
- Auditor Communication/Recommendations: Riley gave the council an update on his communications with Rebecca following 2020 year-end. With the upcoming audit and budget planning for 2021, city business is being reviewed. Additionally, Rebecca mentioned that the city is required to upload their budget to the Minnesota State Auditor annually, and this has not yet been done for 2021. Rick stated he has a draft copy of the budget and will get this to Riley so he can upload to meet the state requirements.
- 2021 Appointments/Committees: There were no new updates from the committees at this time. Riley asked about keeping committee updates on the agenda structure for future meetings. Rick thought it would be a good idea to include as he hopes there will be more activity in the near future.
- 2021 Slayton Fire Department Contract: The 2021 Slayton Fire Department Contract with the City of Slayton was presented for review and requested approval by the council. After review, it was determined to accept the contract at an annual cost of \$1,099.90. MSP by Henry and Jill to accept the contract as presented. Riley will issue payment and return the signed contract to the City of Slayton office next week.
- Water Sampling & Reporting: The council would like to know more about what Bob Wornson's job all entails. Bonnie will contact Bob and ask him to attend an upcoming council meeting for further discussion on his job responsibilities.
- Mirror: Jill mentioned that Nick purchased a mirror awhile back to be placed on the light pole ahead of the intersection by the front and side of community center. This was discussed at a prior meeting as a safety hazard area, as drivers cannot see oncoming traffic when vehicles are parked in front of the Liquor Store/Community Center and cars are trying to enter into onto Main Street. Jill will submit the receipt to Riley for reimbursement. Regarding installation, it was

discussed that XCEL will need to approve the mounting of mirror on the light pole across the street from the bar.

MSP by Henry and Bonnie for payment of unpaid bills.

MSP by Henry and Bonnie to adjourn the meeting. Meeting was adjourned by Mayor Like at 9:00pm.

*Riley Engbarth*

Respectfully Submitted by Riley Engbarth, Clerk

FINAL