

Hadley City Council, Hadley Minnesota

Meeting Minutes

Monday, October 11, 2021

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

Members Absent: Henry Veldhuisen

Others Present: Riley Engbarth, Clerk/Treasurer, Myron Bennett, Liquor Store Manager

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

Welcome Guests: No guests were present for open forum.

Agenda Approval: The council was asked to review the meeting agenda and suggest any additions or corrections. Mayor Like requested that "Ballfield Repairs" be an added agenda item for the meeting. With no further additions or corrections, the meeting agenda was approved, as amended.

Review of September Minutes: The council was asked to review the September meeting minutes and suggest any additions or corrections. With no additions or corrections, the regularly scheduled meeting minutes from September 20, 2021 were approved, as presented.

Review of Liquor Fund: Myron started by updating the council on the Culligan Water Conditioning RO system quote. He reported that Steve with Culligan Water Conditioning of Slayton was out following last month's meeting to measure areas and determine the equipment that would be needed for effective filtering. To date, Myron hasn't heard back on a finalized quote in order to proceed. It was mentioned that weekly pool league has started for the season and darts will also be starting in the coming weeks, dependent on the number of teams. Pool league currently takes place on Wednesday and Thursday nights. Darts will be on Tuesday's. Hadley is also planning to host the tournament in March of 2022, which will be big with roughly 20+ teams participating. This tournament may require utilization of our Sunday liquor license, for an all-weekend tournament, however this is TBD at this time. Everything related to the Sunday liquor license is in place on an on-going basis, should this be the case. Myron also mentioned that there is a wedding dance scheduled for New Year's Day, Saturday night. With the bar typically being closed for the Holiday, he was wondering if this would be a problem. The council was in agreement that this can take place provided Myron can arrange workers for the event. With no further questions or discussion, the Liquor Fund was approved, as presented.

Review of General Fund: The Membership Dues category was questioned by Mayor Like, with Riley explaining that this amount was for the League of Minnesota Cities annual membership dues. Mayor Like expressed the value of continued membership with the League of Minnesota Cities, should their guidance be necessary in the future. Riley also provided additional details regarding the amount recorded under Repairs- Community Center. An invoice was received from Mikes' Plumbing & Heating, Inc. for the new Community Center roof top unit, however it included an additional \$250.00 charge for an expired bid. The unit was ordered promptly following the September meeting approval and Mikes' Plumbing & Heating was awaiting receipt of the unit mounting bracket, which caused a delay in

installation. Myron is going to follow-up with Mike regarding this additional charge before Riley issues payment for the roof top unit invoice. With no further questions or discussion, the General Fund was approved, as presented.

Review of Water/Sewer Fund: The aged balance report was presented and reviewed. There is one property that currently has a delinquent balance aged over 120 days. Following procedure, the council requested that Riley send a letter to the property owner requesting payment in full prior to the next meter reading date (10/28/2021) or shut off will be initiated immediately. Subsequently, if payment is not received prior to November, 2021, the balance will be filed as a special assessment on Murray County property taxes payable in 2022 and subject to interest. With no further questions or discussion, the Water/Sewer Fund was approved, as presented.

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.
- Water Testing Results/Recommendations: There was nothing new to report related to the Water Testing Results/Recommendations as the council is awaiting presentation from Darrin Haroldson and David Boucher on the current water chemicals and possible recommendations for improvement. Mayor Like attempted to call the contact numbers he had for David Boucher, but the numbers were no longer in service. He is going to reach back out to Darrin in hopes of having some additional information prior to the November council meeting.
- Map of Water Valve Shut-Off's: Mayor Like did not have any updates on the water valve shut-off map. Council Member Petersen was able to speak with a representative from Finley Engineering following the September council meeting. Ben Humphrey's name was given to her as a good drafting contact at Finley Engineering. She is currently awaiting receipt of his contact information in order to pursue this potential option.
- Street Repair/Parking Lot Resurfacing – Engineering, Possible Grant Option: There was additional discussion centering around the Street Repair/Parking Lot Resurfacing project. Following the September council meeting, Mayor Like spoke with Randy Groves, Murray County Engineer, to see if he had any information for the company that would be doing the resurfacing, so the city could get bids for resurfacing the other streets in town at the same time. Randy did not have this information available yet since the project just went out for bids. In the meantime, John is going to have a representative from Dunnick come down to assess the Hadley streets and prepare an estimate for resurfacing all streets in Hadley city limits, including those that are currently gravel. The council agreed that this will be a good starting point to determine estimated costs, prior to getting input from residents and moving forward.
- Storage Garage Damage: There hasn't been any forward progress on removing the damaged lean-to on the storage garage prior to the meeting. Bill Ellefson has been contracted to complete the removal, as he was the only independent contractor in the area that was willing to provide a bid/had the time to complete the demolition. Previously, placing the debris in the

bank building hole for proper burning was discussed. Due to the hassle of separating burnable materials and the challenges of getting the structure removed and burned before winter, Council Member Pieske recommended hauling all debris away as opposed to burning some of the debris. The council was in agreement as the city received enough insurance proceeds to cover the proper demolition and removal of debris. Mayor Like will update Bill Ellefson, so he hauls away materials for proper disposal when demolition begins.

- 2020 Small Cities Audit – Follow Up Item: The involved employee was present at the meeting for discussion on PERA enrollment, following auditor recommendation. The employee was able to consult with their tax preparer and PERA on this prior to attending the meeting. PERA enrollment will start for the involved employee effective January, 2022, per auditor recommendation.
- Property/Vehicle Ordinance Violations/Nuisances: At the council's request during the September council meeting, Riley drafted and sent a letter to Hadley Farmers Elevator Company, after they were informed about two vehicles that are currently unlicensed with expired registration. This letter requested the referenced vehicles be licensed or removed within 30 days. On behalf of Hadley Farmers Elevator Company, Council Member Petersen provided an update on these vehicles, following receipt of the letter and discussion with Darrin Wajer of Hadley Farmers Elevator Company. She relayed that the feed truck is now on pavement. The other grain trucks that are currently buried in brush were parts trucks and will be removed from the property as soon as the 2021 harvest is complete. Darrin has a company lined up to come and remove these trucks from the property. The council thanked Hadley Farmers Elevator Company for the update and prompt response. Also following the September council meeting, Riley drafted and sent letters to the Weed Inspector observed property violations in city limits. There were 2 properties, owned by T. Hughes and R. Vos, that received letters requesting continued upkeep and property maintenance. The prior nuisance properties owned by T. Hughes and C. Sechser are approaching their 60-day deadline for notable progress and a council update. To date, the council has not observed any progress or received an update from either property owner. They were both sent a follow-up letter on August 16th, giving them 60 days (prior to October 16th) to make notable progress and provide the council with an update related to their original property intentions. Following ordinance procedure, the council advised Riley to turn both citations over to the Murray County Sheriff's office, requesting citations be issued, if a response is not received prior to October 16th.

New Business:

- 2021 Fund Balances – Quarter 3 Review: The council was presented with the quarterly fund balance spreadsheet for review. Riley added that the general checking balance is significantly higher, as compared to the prior year. There were also several CD's that renewed during the quarter.
- 2022 Budget Discussion: Riley presented the council with a starting 2022 budget template, which he received from the city's auditor. This was reviewed and discussed in detail, as he is hoping to get the budget into a digital format beginning this year, for enhanced recordkeeping.

With the council's permission, he will work on formatting this template with prior year data and a proposal for 2022, for presentation and discussion at the November council meeting. Riley plans to communicate with Mayor Like regarding data from the prior year. The final 2022 budget will need to be approved prior to required submission to the MN Department of Management & Budget's portal.

- 2022 Property Tax Special Assessments – Aged Utilities: The special assessments policy and current delinquent utility accounts were discussed, in preparation for the upcoming 2022 Murray County Property Tax Special Assessments filing window. Riley will monitor the aged balances closely and if there are aged balances following the October billing cycle, these will be assessed to the property owner's real estate taxes payable in 2022, subject to interest, per city policy.
- 2022 Board of Appeal & Equalization Training: Riley reminded council members of the link he emailed ahead of the meeting for the 2022 Board of Appeal & Equalization training. This training is required by at least one council member in order to continue having the annual meeting in Hadley; however, it is recommended that each member takes the short training. The training must be completed by February 1, 2022 for the 2022 meeting year.
- Baseball Field Repairs: On behalf of the Hadley Baseball Association, Mayor Like reported that members of the Buttermakers have noticed pressure on the back wall, bowing the back wall of the home team dugout, which is posing a safety concern. The team wants to re-build the dugout structure to ensure stability for safety measures. Being this is located on city property, on behalf of the Baseball Association, Mayor Like requested the council's approval to allow the team to modify the existing dugouts at the baseball field. MSP by Council Member Petersen and Council Member Pieske to allow the baseball association to proceed with repairs on the dugouts, as desired.
- Committee Updates:
 - Streets: Council Member Brouwer was wondering if snow removal was lined up for 2021-2022, since winter is right around the corner. Mayor Like explained that the city has contracted with Gordon Swan for the past several years to remove snow from the streets. He has done a satisfactory job at a reasonable cost, so the council hasn't looked into other options. The council was in agreeance that we would continue with Gordon Swan for the 2021-2022 season.

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

MSP by Council Member Brouwer and Council Member Petersen for meeting adjournment. Motion carried unanimously. With no further business, the regularly scheduled meeting was adjourned by Mayor Like at 8:48pm.

Respectfully Submitted by Riley Engbarth, Clerk/Treasurer