

**Hadley City Council, Hadley Minnesota**

**Meeting Minutes**

**Monday, January 10, 2022**

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

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

Call to Order: The meeting was called to order by Mayor Like at 6:00pm.

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 wished to discuss the pump house furnaces and requested this item be added under new business. With no further additions or corrections, the meeting agenda was approved, as amended.

Review of December Minutes: The council was asked to review the December meeting minutes and suggest any additions or corrections. With no further additions or corrections, the regularly scheduled meeting minutes from December 13, 2021 were approved, as presented.

Review of Liquor Fund: Myron updated the council on the ongoing reverse osmosis system installation, stating that the system is scheduled to be installed this week. Myron also noted that the cooler in the community center kitchen stopped working following an event, so he has a vendor lined up to assess and confirm if the cooler is repairable or if replacement will be required. With several strong financial months, the council asked Myron how the community center rental bookings were looking for the next few months. It was reported that there is a benefit and a couple other weekend events happening in the near future, so it is anticipated that rentals will remain steady through the remainder of the winter season. Myron is working with Riley on unit pricing for the 2021 liquor store inventory in preparation for the upcoming audit. With no further questions or discussion, the Liquor Fund was approved, as presented.

Review of General Fund: Council Member Brouwer questioned the Street Repairs expense line item on the December, 2021 profit and loss statement. Riley confirmed that this was the payment to Leysen Construction, LLC for an invoice related to blade work during the year. Rent revenue was also questioned as higher than normal, however this amount fluctuates depending on the number of bookings during a given month. The higher December revenue was attributed to a busy rental month as noted by Myron. 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. Following the turnover of an aged past-due account for collection through property tax special assessments in November, there are currently no past-due utility accounts. The turnover was processed in accordance with the city's legal collection policy. It was noted that the 2022 USDA RD interest ACH payment came through at the end of December, so this payment is reflected in the monthly financials. With no further questions or discussion, the Water/Sewer Fund was approved, as presented.

## Old Business:

- Generator: This item of business is currently on hold at this time. Proceeding with the purchase of a generator is dependent on the outcome and costs of the street repairs/parking lot resurfacing project this year. Council Member Veldhuisen has confirmed that the generator can be installed anytime the council decides to proceed with the purchase.
- Water Testing Results/Recommendations: There was not much of an update 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 did speak with Darrin following the last meeting and is now going to reach out to David directly to see about coordinating his attendance at an upcoming meeting. Darrin thought that now would be a good time to contact David.
- Map of Water Valve Shut-Off's: There were no new updates to report related to the Map of Water Valve Shut-Off's. Bonnie will attempt to contact Ben Humphrey with Finley Engineering again, prior to the next meeting.
- Street Repair/Parking Lot Resurfacing – Engineering, Possible Grant Option: Council Member Brouwer distributed copies of the quote he received from Duinick for resurfacing the city streets. The quote was reviewed in detail with discussion on possible funding available through the Minnesota Department of Transportation. Council Member Pieske was alerted to the Local Road Improvement Program (LRIP) through State Aid for Local Transportation as a possible funding option, subject to additional research. Council Member Brouwer will be back in contact with Lucas at Duinick to let him know that the council is considering the quote and to confirm that pricing will remain the same until a decision is made.
- Storage Garage Damage: There was additional discussion related to the Storage Garage Damage, as the city is still awaiting demolition of the structure by Bill's Backhoe Service. Mayor Like mentioned that the Hadley Baseball Association currently uses part of the garage to store things and removing the lean-to would make it tight for storing all necessary items. Mayor Like asked Myron if the Hadley Baseball Association would be willing to cover part of the cost if the city decided to repair the lean-to vs. tearing it off. Council Member Pieske questioned what was all stored and suggested the council receive an estimate for the repairs and reimbursement amount confirmation from the Hadley Baseball Association before a decision is made. Mayor Like will work on obtaining estimates and have Bill's Backhoe Service hold off on demolition for the time being.
- Property/Vehicle Ordinance Violations/Nuisances: Following the December council meeting, Riley confirmed that citations were issued to the properties owned by T. Hughes and C. Sechser. There was slow progress noted immediately following the issuance of citations, however progress has become stagnant and additional follow-up is needed. The council also discussed the status of the unlicensed vehicles owned by Hadley Farmers Elevator, as this reported nuisance should also be followed up on. D. Larson has licensed and moved his vehicle previously in violation onto pavement, as required, however the dead tree located on his vacant property is still a topic of concern. Following ordinance procedure, the council asked Riley to send follow-up letters to T. Hughes, C. Sechser and Hadley Farmers Elevator, requesting an update on the

subject violations, prior to the next council meeting (February 14, 2022). Riley will also be contacting Deputy Ahlers with the Murray County Sheriff's Office for additional information pertaining to on-going citations and future necessary follow-up.

- Community Center Kitchen Exhaust Fan Cleaning: There was additional discussion on possible vendors who could complete this necessary exhaust fan cleaning at the Community Center. Council Member Brouwer will contact Grothe Prosteam Cleaning ahead of the next council meeting to confirm if they would be able to complete the necessary cleaning.
- Utility Billing Enhancements/Changes: Riley informed the council of forward progress related to the upcoming utility billing enhancements that are scheduled to take effect later this month. He is confident that the enhancements are still on track for a smooth cutover and there will not be a billing interruption for residents. A transition letter is still in progress, and this will be emailed to the council once completed, prior to it being included with the new billing statements. Riley will contact the prior metering and billing vendors (Ferguson Waterworks/UBMax) to cancel services and discuss return of equipment, if necessary. Additional research and planning will take place regarding removal of existing metering equipment.

#### New Business:

- 2021 Fund Balances – Quarter 4 Review: The council was presented with the quarterly fund balance spreadsheet for review. The city fund balances continue to represent a good financial position. There were again several CD's that renewed during the previous quarter.
- 2022 Slayton Fire Department Contract: The 2022 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 \$1,154.90. MSP by Council Member Petersen and Council Member Pieske to accept the contract as presented. Motion carried unanimously. Riley will issue payment and return the signed contract to the City of Slayton office next week.
- Pump House Furnaces: Darrin Haroldson and Bob Wornson called Mayor Like after observing that the pump house furnaces were not functional upon arrival last Friday. With the cold weather during this time and knowing the urgency of the situation, Mayor Like immediately contacted Chandler Coop for quotes on replacement furnaces before passing this information onto the council members for input. Council Member Brouwer and Mayor Like supplied portable heaters for the interim to keep the pump house pipes from freezing. Jeff Zens with Chandler Coop looked at the furnaces and noted that the circuit board was fried in one due to a power outage and the other one was unrepairable thus requiring replacement. He quoted a parts repair of the furnace at \$610.00 plus labor and a replacement furnace would be around \$900.00 plus installation. Mayor Like suggested replacing both furnaces, which will eventually pay for themselves with increased efficiency and fewer repairs being required in the near future. With full council support, the furnaces were ordered through Chandler Coop right away to cut down on delays and allow for more prompt installation. Mayor Like contacted the city insurance agent to file a potential claim and noted the claims representative from LMC will be here tomorrow to access damage and obtain information for claim possibility. MSP by Council Member Veldhuisen

and Council Member Petersen to authorize replacement of both pump house furnaces, with the purchase billed from Chandler Coop. Motion carried unanimously. Council Member Veldhuisen also requested a key for the pump house so he can complete routine checks of the building as part of his duties on the Water/Sewer committee. Mayor Like will get a copy of the key to him for future use.

- Tree Replacement Fund: Council Member Petersen mentioned that she has been asked if the city is planning to establish a tree replacement fund to collect donations for tree replacement once the road project is done, with the intent of replacing the mature trees that have been removed along Main Street ahead of the resurfacing project later this spring. It was noted that, as part of the project, Murray County has agreed to supply funds to property owners wishing to purchase replacement trees following road project completion. Reimbursement amounts have not yet been confirmed and would be supplied directly to property owners, not the city. Murray County is also responsible for stump grinding on all removed trees, which will also be completed as part of the project.

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

MSP by Council Member Pieske and Council Member Veldhuisen for meeting adjournment. Motion carried unanimously. With no further business, the regularly scheduled meeting was adjourned by Mayor Like at 7:35pm.

*Riley Engbarth*

Respectfully Submitted by Riley Engbarth, Clerk/Treasurer