

**Hadley City Council, Hadley Minnesota**

**Meeting Minutes**

**Monday, March 14, 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: Dean Larson, Hadley Resident was present for open forum.

Agenda Approval: The council was asked to review the meeting agenda and suggest any additions or corrections. Council Member Pieske requested to add item Pump House Phone Line, which was briefly discussed last month. With no further additions or corrections, the meeting agenda was approved, as amended.

Review of February Minutes: The council was asked to review the February meeting minutes and suggest any additions or corrections. With no further additions or corrections, the regularly scheduled meeting minutes from February 14, 2022 were approved, as presented.

Review of Liquor Fund: The propane expense line item was questioned. Riley explained that the remaining balance of the 2021-2022 prepaid propane contract for the Liquor Store account was used up, resulting in a billing statement being received for the last fill. He noted that the Pump House account still has some credit, as more of the initial contract payment was allocated to this account based on historical usage. The council felt that it would be best to see about moving some of this unused credit to the Liquor Store account, as money has already been set aside to cover this expense and contracted rates were more advantageous to the city. Council Member Veldhuisen will check with Chandler Coop about re-allocating some of the unused credit between the Pump House and Liquor Store accounts. Myron reported that Aaron from Regnier Electric, Heating, Cooling & Refrigeration has noted that the compressor in the Community Center cooler requires replacement, however he is awaiting further communication before replacement parts are quoted or ordered. The league pool tournament will be held March 17-19. With no further questions or discussion, the Liquor Fund was approved, as presented.

Review of General Fund: There was discussion related to the John Deere lawn tractor. This mower is now paid for in full and the warranty/service agreement has since expired. The council discussed the possibility of selling lawn tractor to the Hadley Baseball Association, as city property mowing is now outsourced, and the mower is primarily used for ballfield maintenance. After discussion, it was decided that the city will retain ownership of the mower for the time being, however annual servicing will be needed. It was agreed upon that the Hadley Baseball Association will help cover the costs associated with maintaining the mower. Council Member Veldhuisen will contact C&B Operations in Slayton to schedule the annual service. 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, with no shut-off concerns noted. Council Member Brouwer questioned if AutoPay or electronic payment options were still in the works. Riley reported that he is beginning the process of researching a couple of different options for these payments, to see which route will be best for both the residents and the City of Hadley. He hopes to find an option that will allow utilization of the city website as the starting point for online payments. Council Member Pieske asked Riley how the new utility billing system has been working, and he is happy with the direction things are heading. It was noted that billing and payments have been smoother, and positive feedback has also been reported following the transition. With no further questions or discussion, the Water/Sewer Fund was approved, as presented.

#### Old Business:

- **Water Testing Results/Recommendations:** Council Member Veldhuisen and Mayor Like were able to meet with Greg Wigton from Hawkins, Inc., the water system's chemical provider. The meeting was scheduled following Council Member Veldhuisen's successful attempt to contact Mr. Wigton regarding previous water testing results/recommendations, which were briefly discussed at an earlier meeting. It was noted that an LPC-AM sequestrant and corrosion inhibitor would be required for installation, to mitigate iron, manganese, lead, and copper corrosion in municipal potable water distribution systems. An additional tank would also be required, similar to the current chlorine tank, along with another pump for mitigation efforts. An estimate was provided totaling \$1,083.00 for the equipment; however, delivery and installation labor would be additional costs. Mr. Wigton reported that the city currently uses about a gallon of bleach per week, and this new system would increase bleach usage to 7-8 gallons/week, increasing bleach costs. By using a gallon of product per day, it would cost approximately \$9,000.00 per year for the new system, not including delivery and installation. Handouts from Mr. Wigton, in addition to the estimate were distributed for council member review. There was lengthy discussion related to the potential purchase and its impact on the city's customers. For water hookups, the cost would be roughly \$20 per household, per month. Council Member Veldhuisen reported that tank ordering is approximately eight months out due to supply and demand, and requested the council take this timeframe into consideration for the potential purchase. This system upgrade was tabled, pending the outcome of more frequent tank vacuuming and water hydrant flushing.
- **Map of Water Valve Shut-Off's:** Council Member Petersen spoke with Mayor Like following the February council meeting and obtained the master maps from Bollig Engineering from the original water/sewer project. Council Member Petersen took the maps to Ben Humphrey at Finley Engineering to confirm if these could be used and noted they would be helpful when drafting a new shut-off map. Ben is planning to send a couple of guys to Hadley for the project and provided an estimate professional fee of \$2,500.00. Council Member Petersen also reported that she contacted Dale Pavlis to see if he was interested in having shut off's put in on his road, for inclusion on the map. He was interested, dependent on cost. Council Member Pieske questioned if the original estimate would change now that maps have been provided and the project scope is clearer. Council Member Petersen confirmed an estimated number of hookups

and is going to take this information back to Ben for an updated estimate prior to final council approval.

- **Street Repair/Parking Lot Resurfacing – Engineering, Possible Grant Option:** Mayor Like reported that he talked with both Jeff Towne and Tony Sorenson regarding potential options for the Community Center parking lot. Tony suggested that Mayor Like speak with a cement contractor and provided contact information. Mayor Like has placed a call to the contractor but did not receive a response prior to the meeting. The question was raised as to how far back to slope the ground, as excess rainwater has caused problems in the alley behind the Community Center and with properties at the opposite end of the alley. Mayor Like mentioned the possibility of obtaining an estimate from Johnson Ditching Inc. of Lake Wilson to replace the drainage tile from the intake behind the Community Center. He is going to talk to Jeff Towne to see about the option of having some of the major potholes patched during the road project, in the event that the resurfacing of all city streets is put on hold. The council will continue looking for potential grant or low interest loan opportunities.
- **Storage Garage Damage Repair:** Mayor Like reported that he has been back in contact with Oslund Construction to request an updated estimate for repairing the storage garage, however the estimate has not yet been received. The council feels it would be more advantageous to repair the garage as opposed to removing the lean-to, especially with the rising cost of new construction.
- **Property/Vehicle Ordinance Violations/Nuisances:** Following the last council meeting, Riley sent an additional follow-up letter to both T. Hughes and C. Sechser outlining a mutual understanding related to the information contained in the previous responses received, at the request of the council. There are no additional updates at this time, as the council is awaiting noticeable progress prior to the provided completion date estimates.
- **Community Center Kitchen Exhaust Fan Cleaning:** Council Member Petersen called Grothe Prosteam Cleaning to confirm they do not perform exhaust fan cleaning. It was suggested that she Google the closest exhaust fan cleaning vendor. Mayor Like also spoke with neighboring restaurant, VanBully's and received contact information for their exhaust fan cleaning vendor. He will attempt to contact this vendor for an estimate prior to the April council meeting.
- **Pump House Furnaces:** Council Member Veldhuisen reported that the furnaces were installed a couple of weeks ago. Riley is awaiting receipt of the invoices for the installation/unit from Chandler Coop. It was also noted that a separate invoice will be billed from Hartle Electric for thermostat wiring. Mayor Like also provided Council Member Veldhuisen with a copy of the Pump House keys, as requested during a prior council meeting.
- **LMC Alcohol Awareness Training:** Following discussion at the last council meeting, Riley researched the online training options currently available to the city that will satisfy insurance requirements. It was decided that training through Serving Alcohol Inc. will be most cost effective, while also providing relevant training that satisfies the requirements for both on and off sale handling. Riley was able to create a business account with this training vendor, which will make employee registration, payments, and recordkeeping much easier. A training instruction sheet has been provided to each Liquor Store employee and the training is expected

to be completed prior to March 31, 2022. As training is completed, Riley will be keeping track of certificates for employee records and insurance verification.

#### New Business:

- Open Forum: Dean Larson, Hadley Resident was present with clogged filters from his drinking water system, which were just replaced in January, 2022. He reported that he is having to replace the filters more often than normal and he has now added an extra level of filtration before the water enters his system. After the council observed the clogged filters, it was questioned when the City of Slayton was last over to vacuum the water tank, which removes any rust and deposits that build up in the water. Riley confirmed via QuickBooks that the City of Slayton was last paid for vacuuming in March of 2020 at a cost of \$137.65. There was discussion on having this maintenance done more frequently, possibly on an annual or even semi-annual basis, in hopes of preventing such frequent clogging. Additional discussion was centered around potential enhancements to the existing water system, which is highlighted under Old Business item "Water Testing Results/Recommendations". Mayor Like will contact the City of Slayton regarding the best process for hydrant flushing and vacuuming, in addition to communicating with Darrin Haroldson, Water Superintendent, so vacuuming is in line with his flushing schedule. Mr. Larson noted that he will be able to tell if more frequent vacuuming/flushing has an impact on his filter clogging issue. Mr. Larson said he will monitor his water filters following the flushing and share findings with the council, to help monitor the effectiveness of the flushing and water tank cleaning.
- Reestablishing Precincts & Polling Places: At the request of the Murray County Auditor/Treasurer's Office, Resolution 2022-1 "Reestablishing Precincts & Polling Places" was presented for adoption, in addition to precinct maps. Mayor Like read the resolution aloud, prior to MSP by Council Member Petersen and Council Member Veldhuisen to adopt Resolution 2022-1, reestablishing the polling places, as presented. The resolution was signed, and Riley will return the necessary copy to the Murray County Auditor/Treasurer's Office.
- Water Sample Violations: Riley presented a letter of violation to each council member that he recently received from the Minnesota Department of Health, for discussion. He explained that these letters are received periodically when water sampling requirements are not met or met outside the required time period. The council felt it would be best if Bob Wornson, Maintenance and Darrin Haroldson, Water Superintendent were present at the next meeting for discussion on who handles the sampling and better understanding of the processes. Mayor Like is going to contact Darrin and Council Member Veldhuisen/Petersen will get in touch with Bob requesting attendance at the April council meeting.
- Meter De-Installation: Riley questioned if the council was planning to look into possible options for utility meter de-installation, as this was originally discussed when meter reading was ceased, and a couple of months have now passed. Mayor Like mentioned checking with Mikes' Plumbing and Heating Inc. to see if there is interest in the project, possibly in phases. An estimate would be requested before proceeding with the project.

- Pump House Phone Line: Following brief discussion at the last council meeting, Council Member Veldhuisen reported that there is a working land-line phone currently at the Pump House that is connected to the control panel. Although the phone is rarely used, the bill from Frontier Communications is accurate.
- 2022 Board of Equalization Meeting: This meeting will take place next month (April) at 6:00pm for a half hour in the council chamber. Marcy Barritt will be available to answer any questions of the public related to property values for parcels in Hadley. Riley will be posting the required notices ahead of the meeting.
- Clerk/Treasurer Update: Riley reported that he has been working closely with Rebecca at Kinner & Company, Ltd on the 2021 Small Cities Audit. She is just about finished with the audit and hopes to be present at the April council meeting for presentation of the financial statements. Riley also noted that he now has two older, replaced laptop computers that he is currently storing. He was wondering about the possibility of disposal or sale, as they are serving no longer serving a purpose to the city. Mayor Like is going to reach out to Tim Lange of TL Computer Services to see what options are available.

MSP by Council Member Veldhuisen and Council Member Petersen to move monthly council meeting time to 6:30pm beginning next month (April) and continuing through the summer months, returning back to 6:00pm in December of 2022.

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

MSP by Council Member Veldhuisen and Council Member Brouwer for meeting adjournment. Motion carried unanimously. With no further business, the regularly scheduled meeting was adjourned by Mayor Like at 8:06pm.

*Riley Engbarth*

Respectfully Submitted by Riley Engbarth, Clerk/Treasurer