

## **Hadley City Council, Hadley Minnesota**

### **Meeting Minutes**

**Monday, April 11, 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 6:30pm.

Welcome Guests: Cheryl Krant, 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 Veldhuisen requested the addition of 2022 Mowing Season to the agenda. Mayor Like also requested to add Locate Services as an agenda item. With no further additions or corrections, MSP by Council Member Petersen and Council Member Pieske to approve the meeting agenda, as amended.

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

Review of Liquor Fund: Myron reported that Aaron with Regnier Heating, Cooling and Refrigeration is still waiting on a compressor to arrive before he can repair the Community Center cooler. The building internet modem required replacement, as the signal was no longer working after several tech support phone calls. Riley will watch for a potential adjustment on an upcoming Frontier billing statement. The success of the recent pool tournament was discussed, and Myron was commended for his work organizing and hosting the weekend tournament. With no further questions or discussion, the Liquor Fund was approved, as presented.

Review of General Fund: The Professional Expense line item was questioned from the March 2022 financial statements. Riley clarified that this expense was related to the preparation of the 2021 Small Cities Audit. 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 immediate shut-off concerns noted. There is one account currently 60-90 days past-due, which requires a written shut-off warning notice with the next billing statement. If this account is not brought current prior to 5/15/2022, a utility disconnect will be initiated, consistent with city policy. With no further questions or discussion, the Water/Sewer Fund was approved, as presented.

Old Business:

- Water Testing Results/Recommendations: Mayor Like reported that he was able to speak with Weston Mahon from the City of Slayton about more frequent tank flushing. He also contacted Darwin Johnson to see if he had any interest in putting together a procedure for hydrant

flushing and tank vacuuming, so the process can be done consistently in an attempt to correct the clogging issues. A time will be set-up for the City of Slayton to conduct the initial quarterly flushing, with the possibility of continuing this process on a contract basis.

- **Water Valve Shut-Off Map:** Council Member Petersen is still in contact with Ben Humphrey at Finley Engineering regarding shut-off map options. As an alternative, Council Member Pieske also mentioned that Nick Pieske would be willing to work on putting together this map as time allows, as he has the necessary equipment.
- **Street Repair/Parking Lot Resurfacing – Engineering, Possible Grant Option:** Mayor Like reported that he still hasn't received an estimate related to the Community Center drainage issue. He also met with Jeff Towne of Towne and Country Paving regarding repairs on 4<sup>th</sup> Avenue that need to be addressed. He suggested that they might be able to work this project in, while they have down time during the CSAH 29 Main Street improvement project. Council Member Brouwer also talked to a paving professional, which noted that the problems on 4<sup>th</sup> Avenue are being caused by water under the surface. A suggested fix is to dig the road out 2 ft, get road to shape, put fabric and crushed concrete down, water it and pack it. Jeff Towne of Towne & Country Paving provided an estimate of \$5,000.00 to dig out and repair the 100 ft section of road on 4<sup>th</sup> Avenue that is severely deteriorating. MSP by Council Member Brouwer and Council Member Petersen to repair damaged section of 4<sup>th</sup> Avenue and install drain tile along the side of road during the process. Council Member Pieske also suggested that something be done with the other roads in town, to prevent further deterioration. Until grant funds can be potentially secured, seal coating was discussed as a temporary improvement to preserve current road materials. MSP by Mayor Like & Council Member Pieske to proceed with lining up a seal coating for existing paved roads.
- **Storage Garage Damage:** Mayor Like reported that he is still awaiting an updated estimate from Oslund Construction, so there were no new updates on the storage garage damage at this time.
- **Property/Vehicle Ordinance Violations/Nuisances:** Council Member Brouwer questioned when the Hadley Farmers Elevator trucks will be moving to which Council Member Petersen responded on behalf of the Hadley Farmers Elevator. She mentioned that the trucks in question will be going up for auction in the near future, but nevertheless will be removed from the property.
- **Community Center Exhaust Fan Cleaning:** Mayor Like placed a call to the vendor used by neighboring restaurant VanBully's, following the last council meeting. He did not receive a response back prior to the meeting, so no additional discussion took place at this time.
- **Water Sample Process/Violations:** Darrin Haroldson and Bob Wornson were not able to attend the meeting for further discussion on the water sampling process and who is responsible for taking care of sampling submissions and follow-up. The council decided that further discussion cannot take place until Darrin and/or Bob are present at a meeting. Mayor Like will contact Darrin and Council Member Petersen will ask Bob to attend the May council meeting for further discussion.
- **Meter De-Installation:** As a follow-up from last month, there was additional discussion on utility meter de-installation. Riley previously 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 is planning to check 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.

#### New Business:

- 2022 Board of Appeal & Equalization Meeting: Marcy Barritt, Karla Ray and Selina Lopez-Cardenas from the Murray County Assessor's Office were present prior to the regularly scheduled council meeting for the annual Board of Appeal & Equalization Meeting. They provided materials and answered questions related to property transactions. Currently, Mayor Like and Council Member Pieske have completed the online equalization training, which permits the meeting to be held in Hadley. The link for the equalization training that council members are encouraged to take will be available online in June/July 2022. Riley will email this link out to the council at this time, so other members can complete this training, if desired. Cheryl Krant, Hadley Resident was present for open forum. MSP by Council Member Petersen and Council Member Pieske to approve the assessor and auditor values as presented. This meeting was concluded just before 6:30pm.
- Presentation & Review of 2021 Small Cities Audit: Rebecca Towne from Kinner & Company LTD was present to present a draft of the 2021 Small Cities Audit for the City of Hadley. She distributed copies of her report for each council member and reviewed it with the council in detail, answering questions as needed. There were minimal changes noted from the prior year. Rebecca also presented information related to the cash position of the Water and Sewer funds and their respective change from the prior year. The City of Hadley has the option to move funds from the Liquor and General funds to write-off the overdrawn pooled cash in the Water and Sewer funds. This was suggested to clean up the book balances, since it is unlikely the city will collect the deficit amount in the near future. After additional discussion by the council, it was decided this was a good idea. MSP by Council Member Pieske & Council Member Veldhuisen to approve the audit as presented and move funds from the Liquor and General funds to write-off overdrawn pooled cash in the Water and Sewer funds. Riley will sign the required paperwork to approve the audit and return this information to Rebecca via email this week. Additionally, an adjusting journal entry will be prepared to clean up the cash funds.
- 2022 Fund Balance Spreadsheet – Quarter 1 Review: The council was presented with the quarterly fund balance spreadsheet for review. Riley noted there are a couple of CD's coming due for renewal during the next quarter.
- Streetlight Changes/Upgrades: With the placement of new power poles, now is a good time to make enhancements to the lighting along Main Street also, if desired. There was discussion on current lighting and costs, in addition to options available for potential upgrades to the lighting wattage. After lengthy discussion, the council feels brighter lights would be beneficial for many reasons, in addition to providing enhanced pedestrian safety. MSP by Council Member Pieske and Council Member Petersen to authorize Xcel Energy to upgrade the existing street lighting along Main Street, by installing new higher wattage fixtures as part of the project. Mayor Like is

going to follow-up with Xcel Energy, following the meeting, regarding lighting options and possible wiring for lighted holiday decorations.

- 2022 Community Spring Clean Up Week: Keeping on schedule with previous years, Riley mentioned the possibility of arranging a roll-off dumpster again for residents to use as a spring clean-up incentive. The council agreed that this would again be a good idea, however recommended moving the dates up by one week this year, for less chance of potential interference with the CSAH 29 Main Street improvement project which is slated to begin soon. MSP by Council Member Veldhuisen and Council Member Petersen to approve the delivery of a 30-yard roll-off dumpster for the week of May 2<sup>nd</sup> – 9<sup>th</sup> 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 and email notifying residents.
- 2022 Mowing Season: Council Member Veldhuisen asked the council for their input on contracting mowing services again for the 2022 season. The past couple years Darren Veldhuisen out of Slayton has been hired and the council is pleased with his work and pricing. With the council's approval, Council Member Veldhuisen would take care of maintaining the city park again this season. MSP by Council Member Brouwer and Council Member Pieske to hire Darren Veldhuisen to maintain and mow the road ditches and hire Council Member Veldhuisen to maintain and mow the city park for the 2022 mowing season; Council Member Veldhuisen and Council Member Petersen both abstained from vote due to conflict of interest.
- Locate Services: Mayor Like talked with Xcel Energy and they were supposed to begin moving streetlights today, however delayed the start by a week. Prior to the moving and placement of new power poles, it was requested that the city contact a locate service for marking of underground wires. Xcel Energy has requested that all new pole locations be checked within a 30ft radius of the pole placement. While lining this up, Mayor Like contacted a locate service (USIC), but had some difficulty and thought it might be convenient to have a contracted vendor to use for all future city locate requests. MSP by Council Member Pieske and Council Member Veldhuisen to contract a locate service to complete the locate for Xcel Energy, with the potential for a contract vendor in the future.
- Incident Accident Plan Training: Mayor Like Passed along information on upcoming Incident Accident Plan Training, which is scheduled for Friday, April 22 from 12-4pm at the Murray County 4-H Building. Interested Council Members were encouraged to attend.

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

MSP by Council Member Petersen and Council Member Veldhuisen for meeting adjournment. Motion carried unanimously. With no further business, the regularly scheduled meeting was adjourned by Mayor Like at 8:43pm.

*Riley Engbarth*

Respectfully Submitted by Riley Engbarth, Clerk/Treasurer