

Hadley City Council, Hadley Minnesota

Meeting Minutes

Monday, May 9, 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: Hadley Resident Dean Larson, Water Superintendent Darrin Haroldson, Water Maintenance Technician Robert Wornson and his wife Audrey, and Liquor Store Employees Kathryn Herding and Victoria Mahon were all 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 the discussion of Liquor License for Hadley Baseball Association be added under new business. With no further additions or corrections, MSP by Council Member Petersen and Council Member Pieske to approve the meeting agenda, as amended.

Review of April Minutes: The council was asked to review the April meeting minutes and suggest any additions or corrections. With no further additions or corrections, the regularly scheduled meeting minutes from April 11, 2022 were approved, as presented.

Review of Liquor Fund: Myron reported that Aaron with Regnier Heating, Cooling and Refrigeration has now completed the Community Center cooler repair, so Riley should be expecting an invoice for this project. Mayor Like noted that April was another strong financial month for the Liquor Store. With no further questions or discussion, the Liquor Fund was approved, as presented.

Review of General Fund: Riley mentioned that payroll costs have again been allocated between the funds, for more accurate monthly financials and year-end reporting. Additionally, annual depreciation has been broken down into monthly amounts for all applicable funds, with an adjusting entry being recorded to include this expense in the monthly financials. Both of these adjustments will continue monthly going forward per auditor recommendation. 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 one immediate shut-off concern noted. Riley confirmed that the involved property owner was sent mail notice of shut-off if the account is not brought current prior to May 15th. At the request of the council, Darrin Haroldson and Robert Wornson were present to review the water maintenance processes and procedures. Both were questioned in regard to sampling process and who handles which job duties. Robert collects the samples and delivers to Hadley Steel for shipping via Speedee. Riley questioned if detail was available for each shipment, so he has something to match to the Hadley Steel invoice and can track city shipping costs. Robert was going to ask Hadley Steel personnel to provide a detailed Speedee shipment confirmation listing date and price when samples are shipped for Riley. It was confirmed that water maintenance personnel are copied on any Minnesota Department of Commerce

correspondence, should future sampling violations occur. Hadley Resident Dean Larson was present again this month with his clogged water system filters, which he indicated were just replaced a month ago. Darrin couldn't pinpoint the reasoning for such quick clogging of filters, however indicated that location in proximity of the pump house could play a factor in extra particles entering Dean's filtration system. Darrin is going to coordinate with Weston Mahon from the City of Slayton on tank cleaning within the next month. Dean was asked to report back to the council on his filter situation after hydrant flushing and tank cleaning occur. Coordinating with Riley's utility billing, Darrin requested to flush hydrants on Friday June 10th and Friday June 17th. These dates will allow Riley to include a notice with the May utility bills and also provide adequate time to publicly post notice. With no further questions or discussion, the Water/Sewer Fund was approved, as presented.

Old Business:

- **Water Valve Shut-Off Map:** Mayor Like reported that he and Nick Pieske located all water shut-offs in Hadley and Nick has since sent his locates/map to the GIS Technician at Murray County, who is planning to print off a map of the properties with locate information included. Council Member Petersen was also back in contact with Ben Humphrey at Finley Engineering regarding his quote from the prior month of \$1,000.00 or less. She had asked questions on the type of output map they would provide but did not receive adequate answers.
- **Street Repair/Parking Lot Resurfacing – Engineering, Possible Grant Option:** Mayor Like has not been back in touch with Jeff Towne since the last meeting. He reported that he has been in contact with Murray County regarding placement of barricades on the damaged section of 4th Avenue and was wondering if the council thought it was a good idea to proceed. With the council in agreement that barricades were a good interim plan, Mayor Like will line up barricades to prevent further decay until road can be repaired. Riley emailed the council another possible grant/low interest loan opportunity, which he received in the mail following the last meeting. Council Member Pieske sent an email requesting additional information and on 4/27/2022 received correspondence from a representative with Midwest Assistance Programs stating that her inquiry was being forwarded to the State of Minnesota. Council Member Brouwer is going to contact the LMC program representative to see if a recording will be available for the presentations taking place during the upcoming seminar in Duluth, for those who aren't attending. It was noted that the CSAH 29 Road Improvement Project is expected to be in full swing within the next month. Power poles are currently being moved by Xcel Energy. Mayor Like reported that Weston Mahon from the City of Slayton confirmed that street seal coat repairs are completed in July/August each year in Slayton. He knows of Hadley's interest and will be in contact with Mayor Like once more information is available.
- **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. If we do not hear from Oslund soon, we will have to look for a different contractor.
- **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 has not yet received a response back, so no additional discussion took place at this time.

- **Water Sample Process/Violations:** As previously stated under Review of Water/Sewer Fund above, at the request of the council, Darrin Haroldson and Robert Wornson were present to review the water maintenance processes and procedures. Both were questioned in regard to sampling process and who handles which job duties. Robert collects the samples and delivers to Hadley Steel for shipping via Speedee. Riley questioned if detail was available for each shipment, so he has something to match to the Hadley Steel invoice and can track city shipping costs. Robert was going to ask Hadley Steel personnel to provide a detailed Speedee shipment confirmation listing date and price when samples are shipped for Riley. It was confirmed that water maintenance personnel are copied on any Minnesota Department of Commerce correspondence, should future sampling violations occur.
- **Utility Meter De-Installation:** As a follow-up from last month, Mayor Like has contracted Mikes' Plumbing and Heating Inc. to see if there is interest in the project, however he has not received a response back. It was noted that this is not a pressing matter, however the City of Hadley is still continuing to peruse utility meter de-installation.

New Business:

- **Community Center Recommendations & Cleaning Pay:** Liquor Store Employees Kathryn Herding and Victoria Mahon were present to discuss several recommendations and their Community Center cleaning pay with the council. Over time, the floor times in the Community Center Hall have become loose and a hazard during events and especially when moping after an event. They would like to see the damaged tiles replaced and those that are loose re-glued. There are several items in the hall storage closets that are not being used, which are taking up space. It was requested that these items be sold or thrown to make room for a cleaning supply closet. They reported that there are several tables and chairs with broken legs currently, which require repair or replacement. The ladies also expressed concerns about the appearance of the small banquet room, which is often rented for showers or smaller gatherings. There are currently many junk items sitting around with stained carpet and scuffed walls and they felt the appearance could be improved. Mayor Like is going to check with Josh Rehnelt again on tile repair, however Tom Sommers was also suggested as an alternative. If Mayor Like doesn't get an answer from Josh, Council Member Petersen offered to contact Tom Sommers as the tiles should be repaired as soon as possible, especially with several upcoming events. Replacement tiles are on hand. Myron is going to request waxing of the entire facility when he hears from JB Custodial regarding annual Liquor Store waxing, as this will help with moping and hall appearance. Mayor Like will contact Steve Wynia to see if he has interest in repairing damaged tables and chairs, as he has done in the past. Council Member Petersen will contact Jeannie Helmke for an estimate on painting the kitchen and small banquet room. Council Member Pieske will call Jim's Carpet Outlet to request an estimate on square carpet tiles for the small banquet room, with Josh Rehnelt a possibility for installation. Mayor Like will also advertise items not being used (bookshelves, buffet cooler, buffer, etc.) for sale. The TV and cash register currently located in the small banquet room need to be disposed of. The council gave Kathy and Vikki permission to clean out/organize the storage closets. The last item they wanted to discuss

was their cleaning pay rate, when the clean the Community Center following events. Riley has been paying bartender rates for cleaning also since he assumed the Clerk/Treasurer position with the City of Hadley. Kathryn stated that she will not continue cleaning for her bartender rate, as more labor-intensive work is required. The council thanked both employees for attending the meeting to share their concerns and was in favor of raising the cleaning pay rate to meet their needs. MSP by Council Member Veldhuisen and Council Member Brouwer to raise the hourly Community Center cleaning pay rate from current bartender rates to \$20.00/hr., with this rate change effective on the May disbursements.

- Donation/Sponsorship Request: Riley presented a mail donation/sponsorship request from the Murray County Fair, for council review. In prior years, the City of Hadley has done a \$100.00 Bronze Sponsorship, however there was no event (sponsorship) in 2020 due to COVID-19. The council agreed to continue this sponsorship for 2022. MSP by Council Member Brouwer and Council Member Pieske authorizing Riley to issue a check payable to Murray County Fair for a \$100.00 Bronze Sponsorship for the 2022 event.
- Hadley Baseball Association Liquor License: Mayor Like, on behalf of the Hadley Baseball Association reported that the association has completed the necessary steps to become a licensed 501(C)(3) entity. Now that this process is complete and the 2022 Hadley Buttermakers baseball season is in progress, they are looking to get a liquor license to operate the City Park Concession Stand, selling liquor during home baseball games. Mayor Like spoke to City Attorney, Merlyn Anderson regarding the proper process for this and necessary wording for a city liquor license. It is ultimately up to each city to decide wording and cost associated with such a license. The question of a potential conflict of interest was raised by Hadley Resident, Dean Larson, who was present for the meeting, since three council members are also part of the Hadley Baseball Association Board of Directors. Discussion will be had with City Attorney, Merlyn Anderson and the League of Minnesota Cities regarding how to proceed. A decision and further discussion was tabled at this time.

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 Pieske for meeting adjournment. Motion carried unanimously. With no further business, the regularly scheduled meeting was adjourned by Mayor Like at 8:45 pm.

Riley Engbarth

Respectfully Submitted by Riley Engbarth, Clerk/Treasurer