

**Hadley City Council, Hadley Minnesota**

**Meeting Minutes**

**Monday, October 9, 2023**

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: Allan and Dawn Shumaker were present for Open Forum. Muriel Pearson, Trish Grieme and Sharon Johnson were also present.

Agenda Approval: The council was asked to review the meeting agenda and suggest any additions or corrections. With no further additions or corrections, MSP by Council Member Pieske and Council Member Petersen to approve the meeting agenda, as presented. Motion carried unanimously.

Review of September Minutes: The council was asked to review the September meeting minutes and suggest any additions or corrections. With no further additions or corrections, MSP by Council Member Pieske and Council Member Petersen to approve the regularly scheduled meeting minutes from September 11, 2023, as presented. Motion carried unanimously.

Review of Liquor Fund: Myron reported that Sahlstrom's Heating, Cooling and Refrigeration, will be performing regular maintenance and equipment inspection every spring and fall going forward, to hopefully maximize equipment life and minimize replacement costs. The MN Gambling Control office recently contacted Riley and Myron regarding discrepancies with the addresses listed on the City of Hadley Liquor License and identifying the Municipal Liquor Store and Community Center. Research is taking place to identify and make the corrections necessary for all operations to be recorded under 230 Main Street S, Hadley. With no further questions or discussion, MSP by Council Member Petersen and Council Member Pieske to approve the Liquor Fund, as presented. Motion carried unanimously.

Review of General Fund: With no further questions or discussion, MSP by Council Member Pieske and Council Member Petersen to approve the General Fund, as presented. Motion carried unanimously.

Review of Water/Sewer Fund: The aged balance report was presented and reviewed, with no immediate utility disconnections noted at this time. With no further questions or discussion, MSP by Council Member Veldhuisen and Council Member Pieske to approve the Water/Sewer Fund, as presented. Motion carried unanimously.

**Committee Reports:**

- Water & Sewer Committee: Mayor Like reported that he has been continuing to handle the interim daily meter readings, with no issues or concerns noted at this time.
- Streets Committee: There was no new information reported during the meeting.
- Park & Recreation Committee: There was no new information reported during the meeting.

## Old Business:

- Community Center Rain Gutters: There was no new information reported during the meeting on this item of business, as additional estimates are still pending. Further discussion was tabled until the next meeting.
- Campground Commercial Utility Rate: Council Member Petersen reported that she reached out to a council member from the City of Slayton again but did not receive the requested information prior to this meeting. With further discussion and/or action pending receipt of the requested information, this item of business was tabled until the next meeting.
- Nuisance Ordinance Review/Violations: Following authorization during the last council meeting on September 11, Riley drafted and sent an Ordinance 18-004 violation letter to each of the 10 properties included in the listing that was presented and reviewed. All properties listed received a notice outlining the specific section(s) of Ordinance 18-004 currently in violation. Each property owner was given the standard 30 days (prior to October 15<sup>th</sup>, 2023) to make necessary corrections/repairs in order to bring their property into compliance with Ordinance 18-004, prior to additional discussion/action being taken. Follow up discussion took place on each of the properties to determine if corrections/repairs had been made or if additional action was necessary. An update was provided and/or corrective action has been taken on each of the properties that received a violation letter, with the exception of one property. The council authorized Riley to send a 2<sup>nd</sup> Notice letter to this property owner, referencing section 10a of Ordinance 18-004 related to abatement with corrective action and recovery of associated costs.
- Snow Removal Request for Bids: Snow Removal options were discussed in detail after Riley reported that no bids were submitted/received during the open bidding period for the 2023-2024 and 2024-2025 Snow Removal seasons. Council Member Petersen will talk to a party that expressed potential interest to see if there is still any interest. Council Member Veldhuisen mentioned the possibility of leasing a tractor/blower unit from Miller Sellner or C&B Operations for the winter months and he would be willing to operate the unit on an as needed basis. At council member request, he will do some additional research on leasing options and gather information for presentation during a Special Session meeting, with a date currently to be determined.
- Meter Reader Position: Riley reported that there were three applications submitted for the open Meter Reader position, and Mayor Like was wondering how the council wanted to handle the application review and interview process. After discussion, it was decided to form a Personnel Committee consisting of two council members and the Clerk/Treasurer. Council Members Pieske and Veldhuisen agreed to be on the Personnel Committee and Riley will coordinate the scheduling of in-person interviews with each of the candidates, in addition to preparing related documentation and taking notes during each of the interviews. Interviews for this position will be conducted early next week, with the Personnel Committee making a hiring recommendation before the city council during a Special Session meeting, with a date currently to be determined.
- 2024 Slayton Fire Department Street Dance: There was discussion regarding the Slayton Fire Department Street Dance contribution toward band fees. After consideration, MSP by Council

Member Pieske and Council Member Veldhuisen to contribute \$4,000.00 towards the cost of the band, matching the City of Hadley's 2023 contribution. Motion carried unanimously. Riley noted that he will wait to issue the check for this contribution until after the new year, for year-over-year expenditure consistency.

#### New Business:

- Allan and Dawn Shumaker – Open Forum: Mr. and Mrs. Shumaker were present with a Building Pre-Application request for approval to add a detached two-car garage, 30ft off their property line (10 ft required) and 10ft North of roadway. They completed the required application and presented drafting images of the proposed project. After discussion, the council was in favor of approving this request. MSP by Council Member Veldhuisen and Council Member Brouwer to approve Allan and Dawn Shumaker's Building Pre-Application, as presented. Motion carried unanimously. The paperwork was signed for submission by the applicant to the Murray County Zoning Office for review.
- Community Center Bingo: Riley reported that he has been in discussion with the Currie Town & Country Boosters regarding an opportunity to host bingo at the Hadley Community Center this winter. He views this as a great promotion opportunity for the Community Center and Liquor Store, in addition to being a prime use for the hall during the slower period for rentals over the winter season. The bingo program is 8 weeks in length, and on the calendar every Friday night at 6:30pm from January 12<sup>th</sup> – March 1<sup>st</sup>, 2024. Riley has discussed this with Myron, who is on board to supply a private bar in the Community Center with additional staffing on-hand during the weekly event. Riley also plans to discuss a potential pre-bingo fundraiser meal opportunity with the Hadley Lions Club during their next meeting. He requested council support and approval to host this bingo program, which is well known in the area. MSP by Council Member Petersen and Council Member Pieske to authorize the Currie Town & Country Boosters to utilize the Hadley Community Center for the purpose of conducting bingo as specified above, with no rental fee attached. Motion carried unanimously.
- Fund Balance Spreadsheet – Quarter 3 Review: The council was presented with the quarterly fund balance spreadsheet for review. The City of Hadley remains in good financial position, with several upcoming CD renewals in early 2024.
- 2024 Budget: Riley presented the council with a starting 2024 budget template which he updated to include the 2022 final and 2023 budgeted financials, along with an updated 5-year average. This was briefly reviewed and will be discussed in detail during the November meeting. Riley asked the council to thoroughly review this budget data over the next month, for input at the November meeting. The final 2024 budget will need to be approved in December, 2023, prior to required submission to the MN Department of Management & Budget's portal.

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

MSP by Council Member Veldhuisen and Council Member Petersen for meeting adjournment. Motion carried unanimously. With no further business, the regularly scheduled meeting was adjourned by Mayor Like at 7:51 pm.

*Riley Engbarth*

Respectfully Submitted by Riley Engbarth, Clerk/Treasurer

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