

**Hadley City Council, Hadley Minnesota**

**Meeting Minutes**

**Monday, January 8, 2024**

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 6:02pm.

Welcome Guests: No guests were present with Open Forum requests. Rhonda Wynia, Steve Wynia, Muriel Pearson and Sharon Johnson were present.

Agenda Approval: The council was asked to review the meeting agenda and suggest any additions or corrections. Council Member Brouwer requested to add discussion regarding installation of a beehive near his property under New Business. Council Member Veldhuisen requested to review the status of Hadley Baseball Association licensing for the 2024 season, also under New Business. With no further additions or corrections, MSP by Council Member Pieske and Council Member Brouwer to approve the meeting agenda, as amended. Motion carried unanimously.

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, MSP by Council Member Petersen and Council Member Pieske to approve the regularly scheduled meeting minutes from December 11, 2023, as presented. Motion carried unanimously.

Review of Liquor Fund: Myron mentioned that the Liquor Store freezer went out with the power outage on Christmas day. A claim has since been filed with LMCIT for this loss and is currently in process. Luckily, the loss was noticed early enough, and no inventory was lost. Myron questioned if the council has ever considered switching water softening companies, as the costs are increasing and service continues to decline. The council noted options and Myron was asked to contact the local vendor to inquire about services needed and corresponding pricing before any decisions are made. He also was wondering if Hadley Steel is planning to take care of the sidewalk snow removal in front of the community center/liquor store, however Council Member Veldhuisen has been able to handle it so far with the new tractor/blower. With no further questions or discussion, MSP by Council Member Brouwer and Council Member Petersen to approve the Liquor Fund, as presented. Motion carried unanimously.

Review of General Fund: The Repairs – Streets expense line item was questioned by Council Member Veldhuisen and Riley confirmed that Radar Speed Sign installation costs and road maintenance/blading made up this expense of \$921.00 for the month. With no further questions or discussion, MSP by Council Member Brouwer and Council Member Pieske 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 shutoffs currently noted. With no further questions or discussion, MSP by Council Member Petersen and Council Member Pieske to approve the Water/Sewer Fund, as presented. Motion carried unanimously.

Committee Reports:

- Water & Sewer Committee: There was no new information reported during the meeting.
- Streets Committee: Council Member Veldhuisen reported that it took him about 3 hours to remove snow today but noted that the leased tractor handled well considering the amount of snow we received. There is no heater installed in the tractor yet, so Council Member Veldhuisen is planning to follow up with C&B Operations LLC again tomorrow.
- Park & Recreation Committee: There was no new information reported during the meeting.

Old Business:

- Campground Commercial Utility Rate: Following discussion during the last meeting, Mayor Like suggested setting the rate one and a half times the current rate of \$70.00 for the campground. A decision on the final campground commercial utility rate was determined following additional discussion. The council was in favor of approving this rate adjustment for Camp Summit, effective April 1, 2024. MSP by Mayor Like and Council Member Veldhuisen to approve setting the campground commercial monthly utility rate at one and a half times the current rate, which computes to \$108.20 for Camp Summit, effective April 1, 2024. Motion carried unanimously.
- Pump House Insulation: Following the last meeting, Mayor Like requested an estimate for labor and materials for this project from Oslund Construction LLC, however this estimate has not yet been received to date.
- Community Center Insulation: Along with the Pump House insulation project, following the last meeting, Mayor Like requested an estimate for labor and materials for this project from Oslund Construction LLC, however this estimate has not yet been received to date.
- Earned Sick & Safe Time (ESST): At the request of the Hadley City Council, Riley presented a draft personnel policy regarding Minnesota's new Earned Sick & Safe Time (ESST) law that went into effect on January 1, 2024, for council review and approval. The intention of this personnel policy is to provide a mutual understanding between the City of Hadley and each eligible employee, and all applicable employees will be provided with two copies of the approved policy, one to sign and return and a second copy for the employee's records. Following review and discussion, Council Member Pieske suggested a statement be added clarifying eligibility is for employees who work at least 80 hours per calendar year. MSP by Council Member Brouwer and Council Member Veldhuisen to approve the Earned Sick & Safe Time (ESST) personnel policy subject to this revision. Motion carried unanimously. Riley will make the revision and distribute the final personnel policies with January, 2024 payroll information.

New Business:

- 2024 Appointments: Riley presented all council members with a listing of the 2023 Appointments/Committees for review and re-approval. After review and discussion, it was determined that no changes to the existing Appointments/Committees were necessary for the current year, however Riley made a recommendation for the council to consider adding a Personnel Committee that he can discuss related information with. The following Appointments/Committees were recommended for 2024:
  - Acting Mayor: Henry Veldhuisen
  - Weed Inspector: Henry Veldhuisen
  - Board of Appeal & Equalization: Richard Like & Jill Pieske
  - City Attorney: Merlyn Anderson
  - City Prosecuting Attorney: Kayla Johnson
  - City Auditor: Kinner & Company Ltd
  - City Insurance Agent: Farmer's Agency of Avoca
  - Official Depository: Minnwest Bank, LMC 4M Fund
  - Official Newspaper: Murray County Wheel-Herald
  - Water & Sewer Committee: Henry Veldhuisen & John Brouwer
  - Streets Committee: Bonnie Petersen & John Brouwer
  - Personnel Committee: Jill Pieske & Bonnie Petersen
  - Park & Recreation Committee: Bonnie Petersen & Henry Veldhuisen, Myron Bennett
 MSP by Council Member Veldhuisen and Council Member Pieske to approve the 2024 Appointments/Committees as amended. Motion carried unanimously.
- 2024 Slayton Fire Department Contract: The 2024 Slayton Fire Department Contract with the City of Slayton was presented for review and recommended approval by the council. After review, it was determined to accept the contract at an annual cost of \$1,127.60. MSP by Council Member Veldhuisen and Council Member Brouwer to accept the contract as presented. Motion carried unanimously. Riley will issue payment and return the signed contract to the City of Slayton office this week.
- 2023 Audit Engagement: Riley presented the annual engagement letter from Kinner & Company Ltd to perform services related to the financial audit and preparation of related financial statements for the year ended 12/31/2023, for review and recommended approval. Following review, MSP by Council Member Petersen and Council Member Pieske to approve the engagement letter as presented. Motion carried unanimously. Riley will complete the paperwork to confirm the engagement.
- 2023 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. Council Member Pieske questioned fund availability for the purchase of generator(s) for the Pump House, as discussed in the past. With the council considering this purchase, Council Member Veldhuisen is going to request updated cost estimates prior to the next meeting.
- LMC 4M Fund Membership: Following a business discussion between Riley and Mayor Like concerning return on investment for city funds, Riley did some research into potential

investment options for small cities like Hadley. He contacted the LMCIT, who put him in touch with PMA Financial Network LLC, the administrator for LMC's 4M Fund. This fund has several banking account options with interest earned on funds and is available only to local governments. Riley has built a business relationship with a financial representative through PMA Financial Network, LLC, and distributed an informational flyer for all council members to review. Recommending application for membership with the LMC 4M Fund, Riley presented the required resolution, 2024-1, for approval of this membership. Following discussion on the advantages and return on investment, MSP by Council Member Brouwer and Council Member Petersen to approve Resolution 2024-1 "Authorizing Membership in the 4M Fund" as presented. Motion carried unanimously.

- Hadley Buttermakers Baseball, Inc. Wine & Beer License: Council Member Veldhuisen wished to discuss the status of the Hadley Baseball Association's liquor licensing ahead of the upcoming season, to ensure everything is in place prior to the first home baseball game. A MSP was made during the July, 2023 Hadley City Council meeting authorizing Hadley Buttermakers Baseball, Inc. to request an On-Sale Wine & Beer License, so Mayor Like feels things are in a good place on the city side of things. He is in the process of discussing next steps with the Hadley Buttermakers Baseball, Inc. committee. Additional information pertaining to the licensing process will be provided as updates become available.
- City Property Beehive Location: Council Member Brouwer purchased local honey recently, and the vendor, Bobby Bleyenbergh questioned if he could install a beehive near his property. Council Member Brouwer was bringing this before the council in case there were any objections. Following discussion, MSP by Council Member Petersen and Council Member Veldhuisen to allow Bobby Bleyenbergh to install a beehive at the end of 2<sup>nd</sup> Avenue. Motion carried unanimously.
- City Garage/Shed: Council Member Veldhuisen questioned if any of the council members had thought anymore about remodeling/adding onto the existing city garage vs. removing it and building a new, bigger shed. He feels this needs to be discussed further in order to obtain the adequate building quotes and ensure completion for leased tractor storage next winter. The other council members determined it was in the best interest of the city to obtain cost estimates for both options and proceed based on this information. Council Member Veldhuisen will work on obtaining cost estimates ahead of the next meeting.

MSP by Council Member Petersen and Council Member Brouwer 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 7:16pm.

*Riley Engbarth*

Respectfully Submitted by Riley Engbarth, Clerk/Treasurer