**MINUTES, HENDERSON CITY COUNCIL, WEDNESDAY, SEPTEMBER 27, 2023**

Meeting called to order at 7:00 P.M. by Mayor Keith Swenson; present were Council Members Amy Hardel, Steve Sellner, Crystal Thomas, and Randy Tiegs. Also present Police Chief Eric Karels, Southwest Minnesota Housing Partnership CEO Chad Adams, Chase Boehne, Lisa Steinborn, Doug Thomas, Sue Felmlee, Beth Cornish, and City Administrator Lon Berberich.

Motion Sellner, seconded Thomas to approve minutes of August 16, 2023, and September 6, 2023, meetings. Motion carried.

Mayor Swenson called the public hearing on tax abatement bonds for the 2023-2024 Street and Utility Improvement Project to order at 7:05 PM. No oral or written comments. Meeting adjourned.

Motion Hardel, seconded Tiegs to approve Resolution 2023-15 related to approving the property tax abatements for the 2023-2024 Street and Utility Improvement Project. Motion carried.

Chad Adams delivered a presentation outlining the services that the SWHMP provides to local governments, nonprofits, and developers within southwest Minnesota. Council to revisit in the coming months.

City Administrator Berberich notified council that C. Boehne Construction, LLC was the lone bid received for a street improvement project containing Cedar Street, Walnut Street, and Locust Street between N 6th Street and N 7th Street, including the portion of Locust Street west of N 7th Street to the Centennial Lutheran Church. Alternate bid 1 for Locust Street west of the Centennial Lutheran Church driveway was included.

Motion Tiegs, seconded Swenson to approve the bid by C. Boehne Construction, LLC in the amount of $173,884.39 for street improvements containing Cedar Street, Walnut Street, and Locust Street between N 6th Street and N 7th Street, including the portion of Locust Street west of N 7th Street to the Centennial Lutheran Church. Motion carried.

Motion Swenson, seconded Hardel to hire C. Boehne Construction for snow removal services during the 2023-2024 snow season for Main Street and bordering side streets. Motion carried.

Police Chief Karels provided a written monthly report. Chief Karels notified council that a police officer candidate passed background check.

City Attorney Jason Moran provided a written report updating the council on the ballfield/compost site land transfer, Highway 93 Project, and nuisance property enforcement.

Assistant Administrator Pautsch updated council on tree grant progress, compost site camera installation, bathroom update and election funds.

Motion Tiegs, seconded Sellner to approve Resolution 2023-14 related to the Voting Operations, Technology, & Election Resources (VOTER) Account Agreement with Sibley County. Motion carried.

City Administrator Lon Berberich reported on activity report, flood control, water and street projects, Mac Truck service estimates, and parks and trails grant.

There were two estimates received for the Mack truck service. Motion Tiegs, seconded Swenson to approve the estimate for $9,047.80 submitted by Nuss Truck & Equipment of Mankato to replace the cracked flywheel housing. Motion carried.

SEH project engineer Doug Scott submitted two proposals for construction testing services for the 2023-2024 Street and Utility Improvement Project with a recommendation to award Braun Intertec.

Motion Swenson, seconded Sellner to approve the bid from Braun Intertec in the amount of $29,952.50 to provide construction testing services for the 2023-2024 Street and Utility Improvement Project. Motion carried.

Motion Sellner, seconded Swenson to approve of the August 31, 2023, cash balances. Motion carried.

Motion Sellner, seconded Swenson to approve the following city bills. Motion carried.

|  |  |
| --- | --- |
| BADGER METER INC. | $610.68 |
| HIGH ISLAND CONTRACTING LLC | $2,930.65 |
| JOHNNY ON THE SPOT | $292.50 |
| METRONET | $584.91 |
| MN Valley Electric | $1,097.07 |
| NUESSMEIER ELECTRIC, INC | $1,060.54 |
| READY WATT ELECTRIC | $1,125.00 |
| UC LABORATORY | $716.10 |
| AMERICAN LEGAL PUBLISHING | $753.66 |
| ANDERSON BROTHERS | $11,353.81 |
| BRUCE GUSTOFSON | $45.00 |
| BUESGENS TRUCKING | $250.00 |
| C. BOEHNE CONSTRUCTION | $165,295.29 |
| CHRISTIAN, KEOGH, MORAN & KING | $4,629.65 |
| CITY OF LE SUEUR | $6,671.14 |
| CONSTRUCTION AND TREE SERVICE | $16,890.00 |
| CRYSTAL ROSE THOMAS | $125.00 |
| DELTA DENTAL | $115.26 |
| EARL F. ANDERSEN, | $179.95 |
| EHLERS & ASSOCIATES | $1,750.00 |
| ERIC KARELS | $201.17 |
| EXTREME MECHANICAL LLC | $2,840.00 |
| GISH ELECTRIC, LLC | $136.80 |
| HAWKINS INC. | $3,790.51 |
| HENDERSON INDEPENDENT | $430.00 |
| HENDERSON LAWN CARE | $6,700.00 |
| HENDERSON POST OFFICE | $272.00 |
| HOMETOWN BANK | $32.83 |
| JAMES BAUMANN | $817.48 |
| JEFF DAHM | $700.00 |
| JENNIFER CUMMINS | $434.00 |
| LEAGUE OF MN CITIES | $1,382.00 |
| MICROSOFT OFFICE 365 | $12.83 |
| MINNESOTA IRON & METAL COMPANY | $2,245.00 |
| MINNESOTA CRITTER GETTER | $800.00 |
| MN DEPT OF HEALTH- WATER PRO. | $1,076.00 |
| NORTHWEST NATURAL GAS | $32.66 |
| GOPHER STATE ONE CALL | $32.40 |
| QUILL CORPORATION | $35.99 |
| SEH | $35,239.64 |
| STATE INDUSTRIAL PRODUCTS | $381.59 |
| DANIEL R REIMAN | $293.07 |
| TIMOTHY PAUTSCH | $729.40 |
| TOSHIBA AMERICA BUSINESS SOLUT | $31.53 |
| VERIZON WIRELESS | $122.41 |
| WAGARS GROCERY | $876.33 |
| WIESE HARDWARE STORE | $130.22 |
| XCEL ENERGY | $5,503.20 |

Berberich reported on city debt funds, the projected levy from 2024 to 2029, the 2024 city budget, water/sewer rates, and connection fees.

Councilmembers discussed the one-time 2023 Public Safety Aid, Fort Road trees, and a written report outlining Building Inspector James Baumann’s proposed 2024 inspection rate increases.

Motion Sellner, seconded Tiegs to restart water and sewer connection fees beginning Jan 1, 2024, and approve building inspector rate increases. Motion carried.

Motion Swenson, seconded Sellner to approve Resolution 2023-16 related to adopting the 2024 proposed budget. Motion carried.

Motion Swenson, seconded Sellner to approve Resolution 2023-17 related to adopting the proposed 2024 City of Henderson tax levy.

The final budget and levy will be discussed at the regular council meeting, Wednesday, December 20, 2023, at 7:00 PM in the Henderson Community Building meeting room, 600 Main Street, Henderson. The public will be allowed to speak at subsequent meetings.

Motion Tiegs, seconded Thomas to approve of the revised meeting schedule with the addition of city personnel meetings on Monday, October 9, 2023, beginning at 4:15 PM. Motion carried.

Mayor Swenson adjourned the meeting at 9:25 PM.

Timothy Pautsch

City Clerk