**MINUTES, HENDERSON CITY COUNCIL, WEDNESDAY, DECEMBER 20, 2023**

Meeting called to order at 7:00 P.M. by Mayor Keith Swenson; present were Council Members Amy Hardel, Randy Tiegs, and Crystal Thomas. Also present Police Chief Eric Karels, SEH Project Engineer Doug Scott, Kelly Horning, Ryan Horning, Linnea Bullert, Doug Thomas, Fred Wiese, Brenda Kotasek, Judy Lowe, Arlene Busse, Barb Miller, Beth Cornish, and City Administrator Lon Berberich.

Motion Tiegs, seconded Hardel to approve minutes of November 15, 2023, meeting. Motion carried, 4-0.

Motion Tiegs, seconded Hardel to approve on-sale, off-sale, Sunday, and 2a.m. liquor licenses for River Bottom Tavern & Brewhouse located at 510, 514, 518 Main Street, Henderson, MN 56044. Motion carried, 4-0.

Motion Tiegs, seconded Thomas to waive River Bottom Tavern & Brewhouse liquor license fees for 2024. Motion carried, 4-0.

Hearing on delinquent utilities called to order-no comments from the public. Motion Swenson, seconded Tiegs to approve the delinquent list as presented and certify for collection with the 2024 taxes. Motion carried, 4-0.

Motion Swenson, seconded Hardel to authorize entering into the submitted purchase agreement with the Parish of St. Joseph for purchase of property at 209 SO 6th Street and 211 SO 6th Street, Block 73 for $30,000 with a $500 payment in earnest. Motion carried, 4-0.

Police Chief Karels provided a written monthly report.

SEH project engineer Scott updated council on the 2023-2024 street and utility improvement project and winter shutdown timeline. AFP# 3 presented for payment.

Assistant City Administrator Pautsch updated council on the emerald ash borer tree project, delinquent utilities, and the Active Transportation Grant resolution.

Motion Swenson, seconded Hardel to approve Resolution 2023-21, a resolution approving an application for the MNDOT Active Transportation Grant. Motion carried, 4-0.

City Administrator Berberich reported on activity report, and the TH93 flood mitigation agreement.

Motion Tiegs, seconded Thomas to approve Resolution 2023-25, allowing the City of Henderson to enter into MnDOT Agreement No. 1055028 with the State of Minnesota, Department of Transportation to provide for payment by the City to the State for the City's share of the costs of the utility and sidewalk construction along Highway 93. Motion carried, 4-0.

Berberich also presented the personnel committee 2024 salary/employment recommendations for city staff, Officer Schneider’s leave of absence effective 1/1/2024 to 2/10/2024, and the PTO/ESST schedule effective 1/1/2024.

Motion Swenson, seconded Thomas to approve PTO/ESST policy recommendations and LOA request. Motion carried, 4-0.

Motion Swenson, seconded Hardel to approve the personnel committee salary recommendations. Voting Yes: Swenson, Hardel, Thomas; voting no: Tiegs. Motion carried, 3-1.

Motion Tiegs, seconded Hardel to approve of the November 30, 2023, cash balances. Motion carried, 4-0.

Motion Tiegs, seconded Hardel, to approve the following city bills. Motion carried.

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| AMERICAN LEGAL PUBLISHING | $500.00 |
| ARAMARK | $447.22 |
| BADGER METER INC. | $10.68 |
| BRAUN INTERTEC CORPORATION | $2,420.00 |
| BUESGENS TRUCKING | $200.00 |
| C. BOEHNE CONSTRUCTION | $1,950.00 |
| CHRISTIAN, KEOGH, MORAN & KING | $3,672.00 |
| CITY OF LE SUEUR | $6,827.29 |
| DELTA DENTAL | $192.10 |
| EARL F. ANDERSEN, | $190.24 |
| EXTREME MECHANICAL LLC | $2,405.00 |
| FERGUSON WATERWORKS #2518 | $4,350.00 |
| GOPHER STATE ONE CALL | $24.30 |
| HAWKINS INC. | $20.00 |
| HENDERSON INDEPENDENT | $138.00 |
| HENDERSON LAWN CARE | $355.00 |
| HENDERSON POST OFFICE | $270.00 |
| HJERPE CONTRACTING, INC. | $842,278.74 |
| JENNIFER CUMMINS | $248.00 |
| LON BERBERICH | $762.88 |
| METRONET | $603.25 |
| MICROSOFT OFFICE 365 | $12.83 |
| MINN DEPT OF HEALTH-LICENSE | $140.00 |
| MN DEPT OF HEALTH- WATER PRO. | $1,076.00 |
| MN DEPT OF LABOR AND INDUSTRY | $100.00 |
| MN Valley Electric | $907.28 |
| NORTHWEST NATURAL GAS | $537.70 |
| PSN | $89.00 |
| QUILL CORPORATION | $35.57 |
| SEH | $53,627.29 |
| SK TRUCKING & EXCAVATING | $2,200.00 |
| STREICHER'S | $843.47 |
| THEIN WELL CO. | $315.00 |
| TOSHIBA AMERICA BUSINESS SOLUT | $23.52 |
| UC LABORATORY | $775.77 |
| USA BLUEBOOK | $808.02 |
| VERIZON WIRELESS | $545.69 |
| WEX BANK | $1,004.62 |
| WIESE HARDWARE STORE | $127.44 |
| XCEL ENERGY | $4,359.43 |
| ROSS REALTY TRUST ACCOUNT | $500.00 |
| BRUCE GUSTOFSON | $74.86 |
| BUSINESS ESSENTIALS | $78.38 |
| CHRISTIAN, KEOGH, MORAN & KING | $4,182.26 |
| JENNIFER CUMMINS | $248.00 |
| MN Valley Electric | $905.45 |
| RITEWAY BUSINESS FORMS | $164.98 |
| STREICHER'S | $1,699.97 |
| DANIEL R REIMAN | $92.08 |
| WEX BANK | $581.35 |
| BADGER METER INC. | $39.94 |
| WIESE HARDWARE STORE | $12.25 |
| BRAUN INTERTEC CORPORATION | $668.75 |
| CITY OF LE SUEUR | $6,573.02 |
| CONSTRUCTION AND TREE SERVICE | $3,181.72 |
| GOPHER STATE ONE CALL | $62.10 |
| HJERPE CONTRACTING, INC. | $315,018.14 |
| JAMES BAUMANN | $6,206.23 |
| JOHNNY ON THE SPOT | $279.00 |
| Minnesota Department of revenue | $332.00 |
| STREICHER'S | $536.00 |
| TOSHIBA AMERICA BUSINESS SOLUT | $45.91 |
| UC LABORATORY | $537.07 |
| VERIZON WIRELESS | $214.16 |
| WAGARS GROCERY | $45.00 |
| XCEL ENERGY | $3,610.04 |

Hearing called to order to review the 2024 budget and tax levy. No questions, discussion or comments from members of the public.

Motion Swenson, seconded Hardel to adopt Resolution 2023-22 adopting the 2024 budget. Motion carried, 4-0.

Motion Thomas, seconded Hardel to adopt Resolution 2023-23 adopting the 2024 tax levy. Motion carried, 4-0.

Motion Tiegs, seconded Thomas to approve resolution 2023-24, approving Minnesota permit LG214 for lawful gambling for the Henderson Lions Club at River Bottom Tavern & Brewhouse located at 514 Main Street, Henderson. Motion carried, 4-0.

Motion Swenson, seconded Thomas to approve the revised meeting schedule. Motion carried, 4-0.

Mayor Swenson adjourned the meeting at 7:45 PM.

Respectfully submitted,

Timothy Pautsch

City Clerk