**MINUTES, HENDERSON CITY COUNCIL WEDNESDAY, DECEMBER 28, 2022**

Meeting called to order at 6:00 P.M. by Mayor Keith Swenson; present were Council Members Steve Sellner, Randy Tiegs and Amy Hardel. Also present Chase Boehne, Police Chief Eric Karels, Building Inspector James Bauman, City Engineer Chris Knutson, Rachel Miller, Council Member Elect Crystal Thomas and Beth Cornish.

Motion Swenson, seconded Sellner to approve of the minutes of the November 16, 2022 meeting. Motion carried.

Hearing on pedestrian, bike, street and access plan called to order. Chris Knutson at S.E.H. presented plans and discussed how they tie into submittal of a Minnesota Department of Transportation Active Transportation grant. Questions on how the plan ties into the existing trail along the east side of Sibley County 6 and drainage and access along the levee, difficulty of use during wet times of the year; any improvements adjacent to the levee and a connection to the existing gravel levee trail and other safety, access, maintenance and agreement related issues were raised and discussed. Modifications will be made as appropriate.

Hearing adjourned and regular meeting resumed.

Motion Swenson, seconded Hardel to approve details of MNDOT Active Transportation Grant Application for $280,000 with revisions to the attachments and continue with submittal of the grant application. Voting in favor Swenson, Hardel, Sellner; opposed Tiegs-Motion carried 3-1.

Motion Hardel, seconded Swenson to approve pedestrian and bike plan with revisions including removal of any trail and access items in proximity to the Henderson levee. Motion carried.

Motion Swenson, seconded Hardel to approve the street access plan and language-Motion carried.

Knutson discussed the current closeout of the sanitary sewer project (S.E.H. will finance/closeout any work needed on resolving any outstanding issues) and refocusing the water improvement project to a waterline replacement, pressure reducing, looping and other associated items project. The filtration system components will be long range with costs for costs and outline for reconstruction and related items presented at upcoming meetings.

Chase Boehne provided a status update on Main Street snow removal-all seemed to agree that things were going well-a few cars still need to be moved from time to time during snow emergency (anytime an inch or more of snow) events.

Hearing on delinquent utilities and fire call charge called to order-no comments from the public. Motion Tiegs, seconded Swenson to approve the delinquent list as presented and certify for collection with the 2023 taxes. Motion carried.

Hendeson Building Inspector James Bauman presented 2023 building permit fee information. Extensive discussion on procedures, how permits are handled, how to find out information on permits, who provides follow-up, how to determine if properties comply with the Hendeson Building Code, what the Building Inspector can do related to enforcement, etc. (see video tape for more details).

Motion Hardel, seconded Swenson to accept the 2023 fixed fee schedule as submitted and restart changing fees for all permit applications in 2023-a payment collection method will be worked out but applications will continue to be submitted online with the Building Inspector doing the initial review. Motion carried.

Motion Tiegs, seconded Hardel the Water and Sanitary Sewer Access fees will continue to be waived for all new construction in 2023. Motion carried.

Police Chief Karels provided a written monthly report. Sellner asked about status of junk citations, how many are being charged and why this is not being enforced more extensively. Discussion ensued between Chief Karels, mayor and city council with no resolution.

Personnel Committee reported on recommendations for the Henderson Police Department-effective January 1, 2023, switch Chief Eric Karels to 30 hours (PTO & Holiday based on 30 hours a week) a week at pay rate of $6200 per month with 80% of health paid as salary; to hire Carl Martin full time police at a salary of $4400 per month, 80% health as salary and full dental increase Parks and Streets Superintendent Bruce Gustafson to $30 per hour + dental; Tasha Anderson $23 per hour plus 80% of health as salary and full dental with PTO/Holiday based on 30 hours a week plus other part time employees per the attached sheet.

Tiegs does not agree with the recommendation-specifically based on the monthly reports it does not appear that coverage of 70 hours a week is warranted for the Henderson Police Department.

Motion Swenson, seconded Hardel to approve the Personnel Committee recommendation-Voting Yes-Swenson, Hardel, Sellner; No Tiegs-Motion carried 3-1.

Assistant Administrator Pautsch provided an update on 2023 liquor licenses-all in compliance; training he has scheduled, motorcycle bids forfeiture bids, and resolution 2022-15 relating to designating a polling place.

Motion Hardel, seconded Sellner to adopt Resolution 2022-15 regarding designating a polling place. Motion carried.

6 bids received for the sale of seized 2006 Harley Davidson Electra-Motion Tiegs, seconded Sellner to accept the bid of John Schaefer for $6001. Motion carried.

City Administrator went over activity report including comparable worth study submittal due in January and 2023 sales tax legislative bill.

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

|  |  |
| --- | --- |
| ARAMARK | $361.67 |
| BADGER METER INC. | $429.12 |
| BOND TRUST SERVICES CORPORATIO | $0.00 |
| BRUCE GUSTOFSON | $45.00 |
| CENGAGE LEARNING INC / GALE | $149.22 |
| CHRISTIAN, KEOGH, MORAN & KING | $932.00 |
| CITY OF LE SUEUR | $6,107.43 |
| COMPUTER PLUS SOLUTIONS | $975.54 |
| CONSTRUCTION AND TREE SERVICE | $3,000.00 |
| CO-OP TIRE & AUTO | $1,050.90 |
| DENNIS GRAHAM | $50.00 |
| DENZER'S VALLEY AG. | $116.66 |
| EHLERS 2023 PUBLIC FINANCE SEM | $295.00 |
| ERIC KARELS | $129.33 |
| EXCEL ENERGY | $4,815.79 |
| HAWKINS INC. | $60.00 |
| HENDERSON FIRE & RESCUE | $9,377.75 |
| HENDERSON INDEPENDENT | $556.00 |
| HENDERSON LAWN CARE | $50.00 |
| INTOXIMETERS, INC. | $110.22 |
| LEAGUE OF MINN CITIES | $1,295.00 |
| MANKATO CLINCI | $173.00 |
| MANKATO SYMPHONY ORCHESTRA | $1,100.00 |
| MATHESON TRI GAS INC. | $55.44 |
| MEDIACOM | $68.46 |
| MENARDS-MANKATO | $12.98 |
| Metro FiberNet LLC | $951.32 |
| METRO SALES, INC | $74.62 |
| MICROSOFT OFFICE 365 | $12.83 |
| MN DEPT OF LABOR AND INDUSTRY | $100.00 |
| MN DEPT. OF HEALTH | $1,047.00 |
| MN Valley Electric | $819.67 |
| MORRIS ELECTRONICS | $625.00 |
| NAPA AUTO PARTS OF LE SUEUR | $22.99 |
| NORTHWEST NATURAL GAS | $675.22 |
| NORTHWESTERN POWER EQUIPMENT | $11,386.50 |
| NUESSMEIER ELECTRIC, INC | $355.01 |
| QUILL LLC | $175.59 |
| RACO MANUFACTURING | $360.00 |
| RITEWAY BUSINESS FORMS | $130.00 |
| SEH | $7,631.79 |
| SIWEK LUMBER & MILLWORK | $56.00 |
| STREICHER'S | $2,012.91 |
| THEIN WELL CO. | $275.00 |
| TOSHA ANDERSON | $356.67 |
| TOSHIBA AMERICA BUSINESS SOLUT | $21.38 |
| TRUE VALUE | $256.67 |
| UC LABORATORY | $1,375.15 |
| VERIZON WIRELESS | $122.31 |
| WAGARS RED OWL | $1,056.05 |
| FIRST STATE BANK | $25,525.00 |
| C. BOEHNE CONSTRUCTION | $6,992.25 |
| OmniSite | $152.00 |
| BADGER METER INC. | $900.96 |
| BRUCE GUSTOFSON | $65.00 |
| HENDERSON INDEPENDENT | $122.00 |
| GOHPER STATE ONE CALL | $8.10 |
| TRUE VALUE | $78.12 |
| WAGARS RED OWL | $1,259.25 |
| CITY OF LE SUEUR | $6,203.13 |
| HOMETOWN BANK | $24.18 |
| PSN | $89.00 |

Motion Tiegs, seconded Hardel to approve the cash balance as submitted. Motion carried.

Hearing called to order and review of 2023 budget and tax levy. No questions, discussion or comments from members of the public.

Motion Tiegs, seconded Swenson to adopt Resolution 2022-13 approving the 2023 budget. Motion carried.

Motion Tiegs, seconded Hardel to adopt Resolution 2022-14 approving the 2023 tax levy. Motion carried.

Motion Hardel, seconded Sellner to approve the revised meeting schedule. Motion carried.

Mayor Swenson adjourned the meeting at 9:10 P.M.

Lon Berberich

City Clerk