

City of Hinckley
City Council Meeting, April 8, 2025

Pursuant to due call and notice, the Regular Meeting of the Hinckley City Council was called to order by Mayor Don Zeman on Tuesday, April 8, 2025, at 7:00 p.m.

Motion made by Hopkins, Seconded by Frank, to approve the agenda with the addition of item 8F Seasonal Public Works Job Description. Motion carried 5-0.

Motion made by Burkhardt, Seconded by Hopkins, to approve February 27, 2025, Township Fire Contract Meeting, Minutes, and March 11, 2025, Regular Meeting and Summary Minutes. Motion carried 5-0.

Motion made by Frank, Seconded by Burkhardt, to approve the consent agenda. Motion carried 5-0.

A. Resolution 13-2025 Declaring Surplus Property and Authorizing the Sale of the Same

B. Thank You Letter to State Legislators for Arts and Cultural Heritage Fund Support

C. Resolution 14-2025 Certifying Unpaid Charges - W/S

Motion made by Burkhardt, Seconded by Scharpnick, to approve the minor subdivision request by Mille Lacs Corporate Ventures 40.0154.007, 40.0154.008, and 40.0154.009. Motion carried 5-0.

Motion made by Frank, Seconded by Hopkins, to approve the six-month leave of absence for Corrine and Daniel Bergin effective March 1, 2025. Motion carried 5-0.

Motion made by Hopkins, Seconded by Burkhardt, to approve Resolution 16-2025, Appointing Branden Vork as Public Works Maintenance Worker. Motion carried 5-0.

Motion made by Burkhardt, Seconded by Hopkins, to approve Resolution 15-2025 Accepting Notice of Retirement for Richard Dunagan, Public Works Supervisor. Motion carried 5-0.

Motion made by Frank, Seconded by Scharpnick, to declare the Public Works Supervisor position open, set the starting pay as \$30.50 to \$31.00, and direct staff to advertise the position. Motion carried 5-0.

Motion made by Frank, Seconded by Burkhardt, to approve the posting and hiring up to two part-time, temporary public works summer helpers for up to 550 hours or 67 days, whichever comes first, at \$16.00/hour. Motion carried 5-0.

Motion made by Burkhardt, Seconded by Hopkins, to approve the amended Personnel Policy as presented. Motion carried 5-0.

Motion made by Hopkins, Seconded by Frank, to approve the updated Seasonal Public Works job description. Motion carried 5-0.

Motion made by Frank, Seconded by Scharpnick, to approve the claims as presented. Motion carried 5-0.

A. General Fund Payables \$ 156,035.02

B. Special Revenue Fund Payables \$ 332,664.67

C. EDA Payables \$ 732.00

D. Payroll Payables \$ 42,383.88

Motion made by Hopkins, Seconded by Frank, to adjourn the meeting at 7:48 p.m. Motion carried 5-0.

Attest:

Don Zeman, Mayor

Leaha Jackson, City Administrator