

Holdingsford City Council Minutes Monday, April 8, 2024

Councilmembers in attendance: Eric Berscheid, Jayme Opatz, Andy Higgins, and Tim Winter.
Others in attendance: Nicky Lahr, Gordy Sjaaheim, and Herman Lansing.

The meeting was called to order at 7:02 p.m. by Mayor Eric Berscheid, and the Pledge of Allegiance was recited. Jayme motioned to approve the consent agenda including the March meeting minutes and financials. Tim seconded the motion. Motion passed with all in favor.

The Maintenance report was read by Eric. He noted that soil samples were taken for land application, and were acceptable. Maintenance pulled mixer #2 at the wastewater plant, which will be brought to Newterra for repair. Steve will be gone on vacation for 2 weeks in April, and Andy will be filling in for him.

The Engineering report was read by Eric. Funding applications are still being submitted for the lift station project. Dave encourages everyone to reach out to our elected State officials to ask them to fund our projects. He also stated he and city staff met to discuss the repaving of North High Court in 2024. He requested an updated feasibility study be completed. Jayme made a motion to approve resolution 24-4-8-4 approving the study and Andy seconded it. Motion passed with all in favor.

No Fire Department report was submitted this month.

The Muni report was read by Jayme. The new pull tab machine was installed. The band In The Fields is scheduled for April 20th. Amy will be attending the MMBA conference from 4/19-4/22 in Alexandria and received a scholarship for one of the classes. Amy requested the Council hire a new PT bartender. Andy made a motion to hire Kailee Althaus and Tim seconded it. Motion passed with all in favor. An offer letter and background check will be done.

The Land use committee presented two permits for approval. Jayme made a motion to approve permit 4-24-3-19 at 541 Main Street. Andy seconded the motion and it passed with all in favor. Jayme made a motion to approve permit 7-24-4-3 at 820 3rd Street allowing a new garage build. Andy seconded that motion and it passed with all in favor. The Council would like to see the fence placed where the prior fence was located.

Nicky gave the Clerk's report. She reported Brockway Township turned in the signed Fire Contract. Kelly and Nicky attended the MCFOA conference, and have also been accepted to the MMCI Clerks Institute. They received a small grant for this and will attend May 6-10. City Hall will be closed that week. Nicky applied for a .GOV domain in preparation for a new website. The Clerks are doing more research on a new web host provider. She is also working on a Pay Equity Study. This will be submitted to the council for approval at the May meeting. Kelly began the Liquor License renewal process. And May 4th is the City-wide Cleanup day. She reminded the Councilmembers their help will be needed for this event.

Unfinished/Old business:

Leighton Engineering responded to the Council's requested changes to the proposed IT contract. They proposed \$400 per month for 2 hours of service and a 10% discount for additional hours (\$162/hour) Unused hours will roll over month to month for the duration of the contract. Any month that has more than 5 hours of work above the retainer requires advanced City Council approval. Eric shared concerns that these many hours were not needed and that the City could handle some of the services internally. He also recommended that a City Employee have the administrative password. Nicky explained that she was unsure of the number of hours necessary each month for IT support as it was not tracked in the past due to the free services provided. Jayme made a motion to sign a one-year contract with Leighton Engineering. Tim seconded the motion. Andy voted in favor, and Eric opposed. Motion passed.

New Business:

Jeremy Wentland proposed a longer contract for the land lease with the City. The Council agreed to a 5-year contract with the current lease rate. Nicky will draft a new contract for approval and signature at a future meeting.

Andy made a motion to approve resolution 24-4-8-2 for a gambling permit for Helping Hands Bingo on July 13th, 2024. Jayme seconded and it passed with all in favor.

Tim motioned to approve resolution 24-4-8-1 for Holdingford FFA to hold a raffle on August 10th, 2024. Andy seconded the motion, and it passed with all in favor.

Andy made a motion to approve resolution 24-4-8-3 for road closures during Holdingford Daze July 12-13th, 2024. Jayme seconded it, and the motion passed with all in favor.

Andy made a motion to approve resolution 24-4-8-5 for road closures for the Rockin' Warriors street dance on September 7th, 2024. Tim seconded it, and the motion passed with all in favor.

Jayme made a motion to pass resolution 24-4-8-6 for Holdingford Utility Forgiveness Policy. Tim seconded it, and the motion passed with all in favor.

Looking forward: City Hall will be closed May 6th-10th,

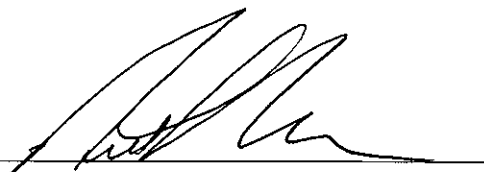
Borgmann's lawn waste and brush pickup has begun and will be on the First Friday of each Month.

Holdingford Clean-up Day and Holdingford Cares Day will be on May 4th. See Flyers for more details

Notices sent for past-due water bills: Joseph Doll, Kevin Feia, Roger Jensen, Robert Keil, Joe Lashinski, Dale Lundberg, Brooklyn McGillivray, Jared Voudry, Greg Willenbring, Duane Young, Kayla Zarbok

Jayme made a motion to adjourn at 7:48 p.m. and Andy seconded it. Motion passed with all in favor.

Signed:



Nicky Lahr

City Clerk-Treasurer, Holdingford