

Holdingsford City Council Minutes

Monday, May 13th, 2024

Councilmembers in attendance: Eric Berscheid, Seth Young, Andy Higgins, and Tim Winter.

Others in attendance: Nicky Lahr, Gordy Sjaaheim, and Herman Lansing, Dave Blommel, Keith Hommerding, Cyril Lance Feia, Greg Konsor, Craig Dewar, Michael Lieberg, Davis Mickelson.

The meeting was called to order at 7:00 p.m. by Mayor Eric Berscheid, and the Pledge of Allegiance was recited. Seth motioned to approve the consent agenda including the April meeting minutes and financials. Andy seconded the motion. Motion passed with all in favor.

Chief Deputy Mike Lieberg spoke on behalf of Janelle Kendall, Stearns County Attorney, and gave an update on the City's prosecution contract. He recapped the cases that were prosecuted in 2023, and stated that it remained consistent with prior years. He also mentioned that rates will go up slightly for 2025 (approximately 5%-6%) to adjust for inflation. He also mentioned that there were no adults or juveniles from the city involved in the Diversion program.

Davis Mickelson and Lance Feia spoke on behalf of Holding Township. There is new representation in the township he let the city know they are prepared to sign a contract but had a couple of questions. They wanted to know if the contract was 6 or 7 years as the dates didn't match in the written contract. The city clerk stated she will check council minutes to verify. They also asked where any excess money would go if less than the budget was spent. Eric explained the excess would be earmarked for the Fire Department's Capital fund. There was also a question about a number in the equation to figure out the total amount the townships pay. It was determined that the 8 should be .8 or 80%. Nicky agreed to email the answers to the Township by the end of the week. Lance requested a City Councilmember to be present at their next meeting, June 4th, to witness signing and answer any other questions. Davis presented the township's grinding project this year on 190th Ave. and offered the City to piggyback on it. The tarring project will take place next year. Eric mentioned that North High Court is the only potential project at this time. They will also chip seal and patch 4th street up to the church this year. They will let us know when that will happen so we can help communicate the timeline.

Craig Dewar was present to discuss a letter he received from the City in regards to his driveway. Eric explained his building permit had been approved with a drawing indicating that a driveway would be put in on his property instead of sharing the neighbors. Craig stated it was not his intent to put in a driveway, as the cost was high and he would have to cut trees down. He mentioned he spoke to the neighbors and they did not have a problem with him using the driveway at this time. Eric explained it was the neighbor that brought this issue to his attention and he would verify with the neighbor, that it is no longer an issue. This would not be considered a City issue after this point.

The Engineering report was presented by Dave Blommel. He submitted more applications for funding for the well project. One denial came through for the lift station funding, but there are still more applications out there. Dave has been working on the North High Court replacement project. He submitted cost estimates for this year and compared them to past pricing. Costs are up due mostly to concrete pricing, and doesn't believe costs will come down any further. He mentioned the next step is the feasibility study, and to hold a public

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hearing at the next meeting. Seth made a motion to approve resolution 24-5-13-2 to approve a feasibility study for street improvements to North High Court. Andy seconded the motion. Resolution passed with all in favor. Nicky and Dave will get notices published and mailed to the residents of North High Court.

The Land use committee presented two permits for approval. Greg Konsor would like to build a shed, including a greenhouse. Greg would like to have a well put in to water plants, and to potentially install a restroom. The council determined that per ordinance he can put in the well, but would need to connect to the city sewer line. Greg decided to skip the installation of the restroom at this time. Seth made a motion to approve Greg Konsor's building permit. Andy seconded the motion. Motion passed with all in favor. The Holdingford School submitted a building permit for a greenhouse build. Seth made a motion to approve the permit. Andy seconded it. Motion passed with all in favor.

The Fire Department report was submitted by Keith Hommerding. He reported there were 52 calls this year so far. He said the overhead door project is finalized now and under budget. Keith requested permission to apply for a \$5,000 DNR grant. Seth made a motion to approve the grant submission. Tim seconded the motion. Motion passed with all in favor. The FEMA grant winners should be released in June. The Fire Department has until the end of June to submit for training reimbursements for then these will reset on July 1 for the fiscal year. We would get about \$230 per firefighter for training next year. We got 3 quotes back so far for a new tanker, currently the quotes range from \$330,000-\$395,000, and we are still waiting on one more quote. The build will take 2 years and Keith will work on funding options for this.

Nicky gave the Clerk's report. Carpet cleaning was done and a flooring company has been hired to repair the hallway flooring. Tim will wax the floors when it's completed. Two complaints were logged in regard to the potholes in the parking lot. Also, another complaint about the City Hall exterior crumbling, and concerns for the structural integrity. Another citizen complaint was reported the alley off of 3rd Street between Park and Gertrude streets is falling apart and needs to be replaced. The citizen stated when the alley is being plowed pieces of pavement were getting thrown into the lawns, and the pavement is no longer repairable. Eric asked the Clerks reach out to Dave Blommel to see if it's an option to turn the alley over to the land-owners since this is more of a private drive, to assess to the property owners, or other options. The roofing company was brought in due to rain leaking in City Hall again. They determined the roof is not leaking, but the brickwork is cracked and water is coming in from the cracks. Nicky is handing that project off to the Maintenance team to look into further. The Clerks are working on written procedures and SOPs. Liability insurance is due this month as well as liquor licenses. 6 ordinance violation letters were sent out last month to residents. Second notice letters will be sent to those that did not make changes. The state has been contacted in regard to the state-owned property along the river. Nicky let them know they needed to maintain the vegetation due to city ordinance, and asked them how we can help them with this. We have not received the response yet. Clerks are working with the payment company to get water/sewer usage on E-billing. Clerks attended Minnesota Municipal Clerks Institute and will soon be attending election training. Eric made a motion to give the Clerks the authority to hire temporary election judges. Seth seconded it. Motion passed with all in favor.

Unfinished/Old business:

CDs will mature this week. Eric made a motion to pull the money out of the maintenance CD and the General funds CD. The Fire Department, the Parks, and the Reserve will be put back into 6-month CDs. Seth seconded the motion. Motion passed with all in favor.

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New Business:

Tim made a motion to accept the pay equity report. Andy seconded it. Motion passed with all In favor.

Andy made a motion to submit a grant for Solar on public buildings for the City Hall / Fire Department building. Seth seconded it. Motion passed with all in favor.

Andy made a motion to approve resolution 24-5-13-3 updating the City's internal controls policy. Eric seconded it. Motion passed with all in favor.

Andy made a motion to approve a resolution 24-5-13-1 approving a gambling permit for the Chamber of commerce for a Ranger raffle to be held at the Holdingford Municipal Liquor Store on August 23rd. Tim seconded it. Motion passed with all in favor.

Looking forward: City Hall will be closed on May 27th for Memorial Day, and June 6th at 1:00 p.m. for election training.

Borgmann's lawn waste pickup is on the First Friday of each Month.

Notices sent for past-due water bills: Joseph Doll, Kevin Feia, Hyatt House, Robert Keil, Joe Lashinski, Dale Lundberg, Brooklyn McGillivray, Terry Runge, Jordan Skroch, Greg Willenbring, Duane Young

Andy made a motion to adjourn at 8:04 p.m. and Tim seconded it. Motion passed with all in favor.

Signed:

Nicky Lahr

City Clerk-Treasurer, Holdingford