

Holdingford City Council Meeting Minutes
Monday, July 11, 2022

The Holdingford City Council meeting was called to order at 7:00pm by Mayor Sue Marstein, the Pledge of Allegiance was recited.

Present at the City Hall; Sue Marstein, Eric Berscheid, Mike Odden, Jayme Opatz, Seth Young, Herman Lensing, Scott Lange, Keith Hommerding, Steve Horvath, Jeff Burg, Terry Runge, and Kelly Abfalter.

Jayme Opatz made a motion to approve the consent agenda to include the June 13, 2022 Meeting Minutes; Special Meeting Minutes for June 23, 2022; Submitted monthly claims, contract hours, and financial reports, Seth Young seconded the motion. All in favor.

Department Reports:

Liquor Store report;

- Holdingford Daze did well.
- Pop cooler went down over the weekend, cooler is over 35 years old, unsure at this time if the cooler can be fixed or if it will need to be replaced. Discussed having the service tech check the other coolers as preventative maintenance.
- The Basement is still musty and damp, clean-up from the flooding is needed.
- Jayme Opatz is looking into having daily reconciliation of Lottery, for keeping more detailed records of Lottery.

Fire Department Report;

- Total of 81 calls; including 58 medical calls, 4 motor vehicle accidents, 5 hazards, 3 structure fires, 1 vehicle fire, 2 miscellaneous fires, 7 false alarm, and 1 severe weather. Out of the 81 calls; 48 were in the City of Holdingford, 24 were in Holding Township, 4 Brockway Township, 3 Krain Township, 2 Elmdale Township.
- Gambling for the Relief Association, nothing to report at this time.
- Calendar donations are still coming in.
- This past month the Fire Department completed Pump Training; roster has been sent to MBFTE (Minnesota Board of Firefighter Training and Education) for training reimbursement.
- Township Fireboard Budget meeting was set for August 24, 2022, at 7pm.
- The Sheriff's department will be hosting demonstrations at the Sheriff's Safety camp on 7/13/22 at Veterans Park for kids 8-12 years old. A motion was made to apply for a DNR 50/50 Grant, Motion by Eric Berscheid, seconded by Mike Odden, All in Favor.

Emergency Managers Report;

- Amber Molitor has reported being able to acquire a couple of Radio's for the Maintenance Department to use, in case of emergencies. The Radio's will allow the Maintenance Department to contact the Sheriff and Fire Departments in emergencies.

Maintenance Report;

- Traut Wells inspected well/pump, Iron is within a treatable range, moving forward with disinfecting wells.
- An estimate from Tri-State for repairing A/C Model 400, was submitted, a Motion was made by Jayme Opatz to move forward with this estimate, seconded by Seth Young, revisited by Eric Berscheid, another estimate would be appropriate in this situation, with the amount the estimate is for, however the repairs needed shouldn't wait, Scott Lange will look for other companies doing this type of work, to possibly get a second bid. A contingent Motion was made by Jayme Opatz, to look at getting a second bid quickly, if one can't be obtained then moving forward with this estimate from TriState, seconded Seth Young, All in Favor.
- Steve Horvath, requested the council to pay out his comp hours, down to 80 hours, Steve currently has 165-170 comp hours, due to staff shortages, winter plowing, flooding. Steve has been trying to take Comp hours as much as possible, but doesn't feel he would be able to bring down his comp hours enough before winter sets in. Eric Berscheid motioned to pay Steve's comp hours down to 80 hours, Seth Young seconded the motion. All in Favor.

- The City has 2 trucks, a Red Truck and White Truck, the Red truck is 20 years old, has roughly 90,000 miles, possible look into replacing the Red Truck, this discussion was tabled for now.
- Weed control is requested for the area between the asphalt and curb at the very least.

Guests:

Jeff Burg, the owner of the Holdingford Mill, is here to ask the council to amend his building permit to allow for extra height needed for the full Grain Bin System with legs, original building permit was for 70-foot height, Jeff is asking for the height to be amended by 12 feet to 82 feet, to allow the Grain Bin System to be functional. Motion to approve by Jayme Opatz, seconded by Mike Odden. All in Favor

Unfinished Business:

Staffing developments;

- Deputy Clerk Kelly Abfalter was introduced to the City Council.
- The Clerk Treasure position, is still in negotiations with an applicant
- Holdingford Municipal Liquor Store Manager probation was discussed, a meeting between the Mayor, Jayme Opatz and the Manager will be set up.
- Janitor Position, previously held by Kathy O’Hara (retired on 7/11), discussion whether to hire someone or have a cleaning service is being considered. Mayor Marstein will be contacting services suggested by Eric Berscheid and Jayme Opatz for the cleaning the bathrooms at the park, trail head, and city hall.

New Business:

- Stearns County Criminal Prosecution Contract for 2023 and 2024, was reviewed, this needs to be looked into more.
- GASB 54 Fund Balance Policy- is the amount of reserve the city should be setting aside.
- Minnesota State Lottery Retailer Contract will be renewed
- Discussion on the trouble we are having with our water meter system, we received a new Water Meter Reader estimate, it was suggested John Wilkinson be invited to the August City Council Meeting to explain the estimate for the water meter reader system.
- Two Rivers Enterprise, a motion by Eric Berscheid to start the TIF process for Two River Enterprise, seconded by Jayme Opatz. All if favor.

No Land Use Permits

Mayor’s Report:

City Hall Building upgrades, Audit is still in progress due on August 15, 2022. Tom’s Refuse has sold to Jeremy Borgmann, and will now be known as Borgmann Disposal LLC. Parks and Shelter Revenue for the year so far was shared.

Council Report:

Seth Young has pictures of possible new City of Holdingford Sign’s, still waiting on a quote.

Clerk’s Report:

Nothing at this time.

Adjournment:

Eric Berscheid made a motion to adjourn, seconded by Jayme Opatz. All in favor.

Announcements:

- Next City Council Meeting August 8, 2022 at 7:00pm
- City Hall will be open 8:00am-4:30pm Monday-Thursday, 8:00am-11:00am Friday
- Holdingford City Wide Garage Sale; August 18th & 19th