

City of Holdingford  
Council Meeting Minutes (Approved)  
August 13, 2012

Present at the meeting: Kim Ebnet, Mike Odden, Susan Marstein, Ernie Schmit, Vicki Statz, Scott Lange, Pat Meier, Keith Hommerding, Gordon Sjaaheim, Tom and Karla Kalla, Dave Blommel, Tim Berscheid, Dan Skwira, Jeremy Freudenrich, Jim VanderHeyden, Darlene Salitros, Mr. and Mrs. Ken Heim

Mayor Ernie Schmit called the meeting to order at 7 p.m.

Motion to approve checks was made by Sue Marstein, seconded by Mike Odden. AIF

Motion to approve bank reconciliation for July, 2012 statements was made by Kim Ebnet, seconded by Mike Odden. AIF

Motion to approve electronic transfers, debit card purchases was made by Sue Marstein, seconded by Mike Odden. AIF

Motion to approve minutes of the July 9, 2012 council meeting was made by Mike Odden, seconded by Sue Marstein. AIF

Motion to approve minutes of the special meeting held July 16, 2012 was made by Kim Ebnet, seconded by Sue Marstein. AIF

Liquor Store report was given by manager, Pat Meier. Gross revenue for the month is \$51,262.00 with expenses at \$47,796.36. YTD lottery is \$2,608.64 for net revenue of \$561.95. The side door to the L.S. is in. There needs to be trim put on yet. Other minor maintenance items are still to be done.

2013 Budget meeting for Liquor Store is set for Thursday, August 23 at 3:30 p.m. at city hall Lloyd Rausch is liaison.

Fire Department report was given by Fire Chief, Keith Hommerding. There were two calls in the month of July. They received reimbursement for FF training from the MN Fire Board of \$2,342.55. MN Fire Board will be paying for all FF I and II and CPR classes also. There is one firefighter in training now with two new ones training soon. Truck Fund has a balance of \$45,97789.

The Fire Department toured the two Polar facilities, the Holdingford Mill. They will be touring more companies in the area to be familiar with the company set up.

2013 Budget meeting for the Fire Department is set for Wednesday, August 29 at 7 p.m. here at city hall with Sue Marstein. Township supervisors are invited to attend as well as any of the Fire Department personnel.

Polar Tank has made a simulation for confined space for training for the Fire Department.

Maintenance Department report was gone over. Some of the items taken care of: Rebuilt a gear box on the snow blower, seals and bearings. Flushed fire hydrants, rebuilt ejector on Well #2, fixed a couple boards on the wood train for safety. Cut trees and branches blown over from storm on August 4.

2013 Budget meeting for the Maintenance Department is set for Wednesday, August 22 at 7 p.m. with Kim Ebnet.

2013 Budget meeting for the Parks Department is set for Wednesday, August 29 at 3:30 with Mike Odden.

2013 Budget meeting for the City Center is set for Wednesday, August 29 at 4 p.m. with Mayor Schmit.

Mayor Schmit gave his report. See end of minutes for details.

The weekly Wednesday construction meeting will be attended by Sue Marstein in Mayor Schmit's absence.

## Old Business

Scott Lange, along with Ken Heim discussed the water issue that Darlene Salitros is having since the construction project last fall. Ken asked what the city could do for her since she already has spent a fair amount of money trying to correct the problem. Scott did not get any bids yet for putting in drainage. Motion to table till there are bids at the September meeting was made by Mike Odden, seconded by Kim Ebnet. AIF

Motion to approve pay app #10 for Larson Excavating for \$93,205.36 was made by Sue Marstein, seconded by Kim Ebnet. AIF

Additional cement work that needed to be done in front of city hall (subcontracted by JFF, Jerry's Footings and Flatwork, Inc) for \$6,065 out of Avon, MN from Larson's contract. Motion to pay this portion from Larson's was made by Sue Marstein, seconded by Mike Odden. AIF

Motion to approve final pay app #9 for Rice Lake Construction Group for work done on the WWTP in the amount of \$54,037.50 contingent upon approval of work by city engineer and wastewater supervisor was made by Kim Ebnet, seconded by Mike Odden. AIF

Motion to approve final payment to Ripplinger Plumbing in the amount of \$3,750 for city hall bathroom update to be in compliance with federal standards was made by Sue Marstein, seconded by Kim Ebnet. AIF

Resolution 12-08-13-01 declaring cost to be assessed and ordering preparation of proposed assessment in the amount of \$105,000 was set for Monday, September 10, 2012 at 6:30 p.m. at 420 Main St. (City Hall). Approved on a motion by Sue Marstein seconded by Mike Odden. AIF

Motion to approve invoice 257437 from SEH in the amount of \$60,467.95 was made by Mike Odden, seconded by Kim Ebnet. AIF

Motion to approve invoice 258449 from SEH in the amount of \$20,447.30 was made by Sue Marstein, seconded by Mike Odden. AIF

Public hearing on Resolution 12-08-13-02 for hearing on proposed assessment was approved on a motion by Mike Odden, seconded by Kim Ebnet. AIF Public hearing will be held at 6:30 p.m. on Monday, September 10, 2012 at 420 Main St. Holdingford (City Hall).

Park Street was discussed in detail as to how to proceed in completing this road to everyone's satisfaction. It was decided to finish off Park Street with curb/gutter/tarring. Motion made to share the cost with Tim Berscheid with the city amount of \$52,234.20 was made by Kim Ebnet, seconded by Mike Odden. AIF

## New Business

Resolution 12-08-13-03 for Pot O Gold raffle for St. Hedwig's church was approved on a motion by Kim Ebnet, seconded by Mike Odden. AIF Drawing will be held on Sunday, October 14, 2012.

Resolution 12-08-13-04 for FFA Alumni Association to hold a raffle for a tractor was approved on a motion by Kim Ebnet, seconded by Sue Marstein. AIF Raffle will be held on Friday evening, October 5, 2012.

Public hearing is set for Monday, Sept. 10 to rescind Ordinance 154, Floodplain Management Ordinance to make corrections and to re-approve Ordinance 154.

Motion to have Maintenance Department purchase calcium chloride for dust settling on the Maintenance road from Co. Rd. 17 to past the Maintenance shop was made by Mike Odden, seconded by Kim Ebnet. Cost will be \$.60/ft. AIF

League of MN Cities (LMC) is offering employees Long Term Insurance, at no cost to the city, as is CNA, a health provider. City took no action. It will be up to the employees if they want to choose this.

Adam Krebs' one year review came up. There was not sufficient paperwork for the council to review. Tabled until the September council meeting, providing there is a review sheet done. Motion by Sue Marstein, seconded by Kim Ebnet to table until September meeting. AIF

Principal Life which carries the city's dental and life insurance is up for renewal. Life insurance had no increase. Dental insurance went up 6.7 percent. Motion to accept Principal Life for the next year was made by Kim Ebnet, seconded by Sue Marstein. AIF

City clerk job applications were discussed. There were 117 applicants. Murphy Management Consultants narrowed the applicants down to six, and then narrowed it down to four. There will be a special meeting of the council on Monday, August 27 at 6:00 p.m. to interview the candidates.

Delinquent utility accounts were gone over by the council. Ed Ehrlichmann \$375.15; Leah Taflinger \$337.27.

LMC regional meeting will be held at Sauk Rapids on October 11. Sue Marstein and Ernie Schmit will be going. Cost is \$40/person.

2013 information on Local Government Aid (LGA) came from the state. We will be staying at the 2012 rate of \$165,544.

Playground equipment for our city park was discussed. It is hoped to put some money aside in the 2013 budget for this.

Motion to adjourn the regular meeting was made by Sue Marstein, seconded by Mike Odden. AIF Meeting adjourned at 9:45 p.m.

A closed meeting followed the regular council meeting to discuss union negotiations. This meeting adjourned on a motion by Sue Marstein, seconded by Kim Ebnet. AIF Meeting adjourned at 10:15 p.m.

Respectfully submitted,  
Victoria R. Statz  
City Clerk, Holdingford