

City of Holdingford  
Council Meeting Minutes (Approved)  
April 9, 2012

Present at the meeting: Kim Ebnet, Mike Odden, Lloyd Rausch, Susan Marstein, Ernie Schmit, Vicki Statz, Scott Lange, Pat Meier, Keith Hommerding, Gordon Sjaaheim, Larry Hadley, Dorine Rausch, Tim Berscheid.

Mayor Ernie Schmit called the meeting to order at 7:00 p.m.

Motion to approve checks was made by Sue Marstein, seconded by Lloyd Rausch. AIF

Motion to approve bank reconciliation for March 2012 statements was made by Lloyd Rausch, seconded by Sue Marstein. 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 March, 2012 council meeting was made by Mike Odden, seconded by Lloyd Rausch. AIF

Fire Department report was given by Fire Chief Keith Hommerding. He thanked the council for serving food to all the firefighters who worked on the house burn March 31, 2012. It was greatly appreciated. The Bowlus Fire Department also sent a thank you to the Holdingford F.D. for having a well-organized house burn. Training went very well for all who attended. There were several area fire departments at this burn as well as St. Cloud Tech college students.

The Fire Relief Association gave out \$2,000 in college scholarships to seniors.

There is a burn ban on now because of the dry conditions.

The department is putting in for a grant up to \$3,000 from the DNR with a match of \$3,000 to fight wild land fires. Motion to approve going ahead with this grant application was made by Kim Ebnet, seconded by Sue Marstein. AIF

They will be seeking another Stearns Electric grant like they did last year. A F.D. convention is coming up, there is \$1,000 allotted for lodging, food, travel expenses. Cost will be \$150/student for this convention. This will come out of our training budget.

A mock crash is being set up for Friday, May 4, working with the school student council. Also involved will be Gold Cross and Life Link.

Sirens going off the first Wednesday of April, the one up by school did not go off. Pat Meier and Keith are working with Granite Electronic and Stearns County Emergency Services to get this rectified.

There have been 31 calls so far this year; Albany Twnshp 1; Brockway 4; City 17; Holding 6; Krain 3.

Liquor Store report was given by manager, Pat Meier. Gross revenue for March, 2012 was \$34,103.75 with expenses at \$30,730.62. YTD revenue is at \$1,807.78 plus YTD lottery at \$1,545.62 for a total of \$3,353.40. We are open on Sundays featuring on our TVs, racing, golf and Twins baseball. The Booster club Pot-of-green drawing will be Saturday, April 28<sup>th</sup>. There is bingo on Tuesday night, Friday with \$1 beer.

The \$10,000 CD is up for renewal. Motion to renew for 6 months was made by Sue Marstein, seconded by Mike Odden. AIF

Maintenance Report from Jeremy Freudenrich, Supervisor was gone over. The south bathroom in Veteran's Park is now open. They flushed the fire hydrants in the south end of town. Cleaned wet wells at both lift stations among other projects.

Mike Odden thanked the maintenance guys for the flushing of the line by his home. The water was very discolored and they worked with him to get it cleared up.

Mayor's Report, see end of minutes for full details.

#### Old Business

Scott Lange brought the council up to date on the Street Project. A pay application for approval by the council. was to close out the Dakota Supply Group contract with a Change Order. Final total for this contract was \$79,180.54, a change from the bid of \$99,536.61. Motion to approve this change order contingent upon approval by Rural Water and verification that all the wages, SS, etc. are paid in full to the state, was made by Kim Ebnet, seconded by Sue Marstein. AIF

There will be a pre-bid construction meeting on Tuesday, April 17, 2012 for work that needs to be done on our city hall bathrooms in order to be in compliance with the Americans with Disabilities Act

Larry Hadley asked about what can be done on Pedestrian Road, the part that was not in the reconstruction last fall. Use of that road by heavy equipment over the summer has broken up the tar even more than what it had been. Scott will have John Knettel meet with Larry and will bring back to the May meeting some options of what can be done.

Tim Berscheid talked to the council and Scott about what part of Park Street would be paved and the ditching of water run off.

Tim said he will be hauling in dirt to Veteran's Park for the campground the third week of April. Scepaniak's will be hauling it in for the Lion's Club who have taken on this project.

Scott said the bids for the south end of town will be out by the May meeting, with the council approving the bid winner at the June council meeting. Meanwhile, Larson's will be fulfilling their part of the contracted \$s, working on the south end of town. Second Street will need to be bid out for sure.

Pay app #2 for final payment to Dakota Supply Group for the new water meters in the amount of \$3,626.23 was made on a motion by Kim Ebnet, seconded by Mike Odden. AIF

Motion to approve SEH invoice 254551 in the amount of \$385.50 was made by Mike Odden, seconded by Sue Marstein. AIF

Bulk water sales that was tabled from the last meeting: Motion to set bulk water sales the same as Albany which is at \$15 per 1000 gallons for the first 5,000 gallons and \$5 per 1,000 gallons after that was made by Sue Marstein, seconded by Lloyd Rausch. AIF Tax will be added onto this.

Discussion about the antennas on top of our water tower was tabled until the May council meeting.

Delinquent water bills were discussed. Those in arrears more than 90 days: Ed Vail, Duane Young, Brian Volkers, Brent Larson, Ed Ehrlichmann, Jayson Burgardt, Diane Young, Jayme Opatz, and Moonshiner's. It was decided that T. Kelly is to receive notice of the utility bill for Moonshiner's as was Larry Johnson, owner of Moonshiner's.

#### New Business

The preliminary audit report from Schlenner, Wenner was emailed to the city clerk late Monday afternoon. She emailed it to all the council and will be discussed at the May meeting with Molly Thompson from SW.

Water bill for 321 Plymouth St, a foreclosed home, the mortgage company asked for a reduction in the water bill. Over the winter the pipes busted and water was running for some time before it was noticed by a neighbor. Council decided not to give a reduction in this water bill.

Resolution 12-04-09-01 permitting the Holdingford Commercial Club Street Dance Committee to close off Main Street from Plymouth St. to Washington St during the street dance on Sat. July 14 was approved on a motion by Mike Odden seconded by Kim Ebnet. AIF

Resolution 12-04-09-02 Thanking Blattner Energy for their generous donation of 4,660 pounds of food and \$2,000 in cash to the Holdingford Food Shelf was made on a motion by Lloyd Rausch, seconded by Sue Marstein. AIF

Resolution 12-04-09-03 permitting the Holdingford Commercial Club Parade Committee to close off Co. Rd. 17 from the HHS to Main St., Main St. to Washington St. Washington St. to 4<sup>th</sup> St. back to Co. Rd. 17 for the parade route was made by Sue Marstein, seconded by Lloyd Rausch. AIF

Resolution 12-04-09-04 permitting the Holdingford Commercial Club Car Show to close off Main St. from Co. Rd. 17 to Washington St., Plymouth St. from Main St. to 2<sup>nd</sup> St., and Cedar St. from Main St. to 2<sup>nd</sup> St. during the annual car show was made by Kim Ebnet, seconded by Sue Marstein. AIF

Holdingford Daze burn out plan during the car show was tabled until the May meeting. No one showed up to go over their burn out plan.

Payment for time spent for training in upkeep of the wastewater certification will not be made; it was not specified in the contract with J. Schueler.

Hiring of a new city clerk earlier than 3 months was discussed by the council. They decided to have Kathleen Murphy help in the hiring process as was done with the current clerk. Start date is set for Monday, October 1, 2012, with the posting of the position in mid-August. Motion on this was made by Mike Odden, seconded by Lloyd Rausch. AIF

There is a Board of Equalization meeting this Thursday, April 12, 2012 at 7 p.m. here at city hall.

Community Ed is in the process of setting up Friday night mixed league soft ball at our softball park.

It was suggested that our city hall community room is in need of new paint and a wall board be put around the south wall where tables/chairs are knocked up against the wall. Kathy O'Hara was suggested as to who would do the painting.

Motion to adjourn was made by Lloyd Rausch, seconded by Sue Marstein. AIF. Meeting adjourned at 9:20 p.m.

Respectfully submitted,

Victoria Statz  
 City Clerk  
 City of Holdingford

Liquor Acct:		MARCH		General Acct:	
Name	Salary	Name	Salary		
Pam Voss	\$ 945.20	Adam Krebs	\$, 2,742.40		
Pat Meier	\$ 3,315.20	Victoria Statz	\$ 3,315.20		
Debbie Meier	\$ 378.81	Kathy O'Hara	\$ 920.32		
Sherry Johnson	\$ 403.52	Jeremy Freudenrich	\$ 3,140.80		
Anna Philippi	\$ 244.31	Ernie Schmit	\$ 244.00		
Jackie Hadley	\$ 529.79	Kim Ebnet	\$ 137.00		
Total Salary Liquor Store	\$ 5,816.83	Mike Odden	\$ 137.00		
		Lloyd Rausch	\$ 137.00		
2 Pay periods ending		Susan Marstein	\$ 137.00		
3/12; 3/26					
		Total General Salary	\$ 10,910.72		
		Total of General and Liquor	\$ 16,727.55		

**City of Holdingford - Equal Opportunity Provider**  
**Accounts Payable Check Register Report - STEARNS BANK**  
 For The Date Range From 3/1/2012 To 3/31/2012  
 For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated

Check	Type	Date	Vendor	Name	Amount	Status
28051	C	3/9/2012	9	Bernick's Pepsi-Cola	\$711.23	C
28052	C	3/9/2012	18	C & L Distributing, Inc	\$2,770.50	C
28053	C	3/9/2012	24	Central-McGowan, Inc	\$89.78	C
28054	C	3/9/2012	707	F.I.R.E	\$310.00	C
28055	C	3/9/2012	70	Frito-Lay, Inc - 8416	\$76.86	C
28056	C	3/9/2012	74	Gas Service Co	\$998.72	C
28057	C	3/9/2012	80	Gopher State One-Call, Inc	\$2.90	C
28058	C	3/9/2012	81	Granite Electronics, Inc	\$243.75	C
28059	C	3/9/2012	91	Hawkins, Inc	\$100.00	C
28060	C	3/9/2012	92	Headley Hardware	\$140.13	C
28062	C	3/9/2012	614	Holdingford Gas and Grocery	\$549.86	C
28063	C	3/9/2012	574	Jeremy Freudenrich	\$40.97	C

Check	Type	Date	Vendor	Name	Amount	Status
28064	C	3/9/2012	539	League of MN Cities Ins. Tr/BKLY	\$145.00	C
28065	C	3/9/2012	155	Michels Trucking	\$43.68	C
28066	C	3/9/2012	730	Midcontinent Business Solutions	\$84.15	C
28067	C	3/9/2012	161	Mike Odden	\$75.00	C
28068	C	3/9/2012	354	MN DEPT OF PUBLIC SAFETY	\$200.00	C
28069	C	3/9/2012	685	Star Publications, LLC	\$78.00	C
28070	C	3/9/2012	454	Sue Marstein	\$85.69	C
28071	C	3/9/2012	271	UC Lab	\$1,267.50	C
28072	C	3/9/2012	339	Verizon Wireless	\$55.46	C
28074	C	3/9/2012	292	Ziegler	\$349.11	C
28061	C	3/9/2012	101	Holdingsford Commercial Club	\$40.00	O
28073	C	3/9/2012	287	Wm D. Scepaniak, Inc	\$50.00	O
28075	C	3/30/2012	745	Adam Krebs	\$238.94	O
28076	C	3/30/2012	704	AFSCME Council 65	\$91.18	O
28077	C	3/30/2012	6	AmeriPride Linen	\$24.74	O
28078	C	3/30/2012	9	Bernick's Pepsi-Cola	\$1,866.01	O
28079	C	3/30/2012	18	C & L Distributing, Inc	\$6,801.70	O
28080	C	3/30/2012	24	Central-McGowan, Inc	\$79.62	O
28081	C	3/30/2012	25	Centre Jobbing Company	\$1,389.76	O
28082	C	3/30/2012	751	CTEC	\$2,700.00	O
28083	C	3/30/2012	48	D & D Beer Co.	\$117.25	O
28084	C	3/30/2012	52	E. A. Sween Company	\$37.16	O
28085	C	3/30/2012	542	Environmental Equipment & Services	\$69.20	O
28086	C	3/30/2012	70	Frito-Lay, Inc - 8416	\$128.27	O
28087	C	3/30/2012	74	Gas Service Co	\$1,327.94	O
28088	C	3/30/2012	90	Harry's Frozen Foods	\$323.75	O
28089	C	3/30/2012	91	Hawkins, Inc	\$3,994.69	O
28090	C	3/30/2012	481	Heggies Pizza	\$119.45	O
28091	C	3/30/2012	691	Integra Telecom	\$360.33	O
28092	C	3/30/2012	117	Jerome Schueler	\$500.00	O
28093	C	3/30/2012	119	Johnson Brothers Liquor C	\$1,618.24	O
28094	C	3/30/2012	729	Kathryn Feia	\$124.25	O
28095	C	3/30/2012	539	League of MN Cities Ins. Tr/BKLY	\$11,616.00	O
28096	C	3/30/2012	447	Marco, Inc	\$136.37	O
28097	C	3/30/2012	680	Mary Helmin	\$161.00	O
28098	C	3/30/2012	144	MEDICA	\$1,623.71	O
28099	C	3/30/2012	495	MN Trails	\$324.00	O
28100	C	3/30/2012	752	MN Valley Testing Labs	\$414.00	O
28101	C	3/30/2012	753	MPCA License Renewal	\$1,450.00	O
28102	C	3/30/2012	489	Northland Frozen Pizza, Inc	\$128.80	O
28103	C	3/30/2012	207	Postmaster	\$141.00	O
28104	C	3/30/2012	208	Principal Life	\$238.79	O
28105	C	3/30/2012	750	St Cloud Times #1076	\$24.00	O
28106	C	3/30/2012	242	Stearns Cty Auditor-Treas	\$20.00	O
28107	C	3/30/2012	746	Terry Sunde	\$49.50	O

Check	Type	Date	Vendor	Name	Amount	Status
28108	C	3/30/2012	258	The Nut Man	\$142.00	O
28109	C	3/30/2012	263	Tom's Refuse	\$4,892.03	O
28110	C	3/30/2012	386	USA Bluebook	\$152.30	O
28111	C	3/30/2012	339	Verizon Wireless	\$92.01	O
28112	C	3/30/2012	280	Vicki Statz	\$110.00	O
28113	C	3/30/2012	281	Viking Coca Cola Bottling	\$795.00	O
28114	C	3/30/2012	714	XCEL ENERGY 135920-8 marquee	\$54.72	O
28115	C	3/30/2012	384	XCEL ENERGY 51-336-4 & 8	\$207.88	O
28116	C	3/30/2012	360	XCEL ENERGY 51-5655037-5	\$611.28	O
28117	C	3/30/2012	359	XCEL ENERGY 51-5655038-6	\$952.02	O
28118	C	3/30/2012	361	XCEL ENERGY 51-5655039-7	\$406.74	O
28119	C	3/30/2012	358	XCEL ENERGY 51-5655040-0	\$1,702.52	O
28120	C	3/30/2012	383	XCEL ENERGY 51-5655041-1	\$496.18	O
28121	C	3/30/2012	519	Xcel Energy 51-8242904-3	\$10.61	O
<b>Cleared</b>					<b>\$8,418.29</b>	
<b>Outstanding</b>					<b>\$48,954.94</b>	
<b>Void</b>					<b>\$0.00</b>	