

Holdingford City Council Meeting
and Public Hearing
December 9, 2013

Mayor Ernie Schmit called the Truth in Taxation Public Hearing to order at 7:00 p.m. The budget, levy and line items were discussed. Changes were reviewed. Consideration was given for tax savings realized due to new sales tax exemptions for the City that go into effect on January 1, 2014. Sue Marstein made a motion to close the public hearing. Mike Odden seconded the motion. Public hearing adjourned at 7:08 p.m.

Mayor Ernie Schmit called the regular monthly meeting of the Holdingford City Council to order at 7:09 p.m. The pledge of allegiance was recited.

Present: Lewis Becker, Sue Marstein, Mike Odden, Lloyd Rausch, Ernie Schmit, Sandra Meer, Keith Hommerding, Pat Meier, Jeremy Freudenrich, Brent & Katie Larson, Tim Winter, Gordy Sjaaheim, Ed Vail, and Louis Walz.

After review and clarification on claims, a motion to approve checks 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 Lewis Becker. AIF

Motion to approve bank reconciliation for November 2013 statements was made by Mike Odden, seconded by Lloyd Rausch. AIF

Motion made by Sue Marstein to approve minutes of the November 2013 council meeting. Motion seconded by Lewis Becker. AIF

Reports

Municipal Liquor Store report was given by Pat Meier. Gross revenue for November was \$33,395.31 with expenses of \$25,355.83. YTD lottery is \$3,522.40. Net = \$18,781.91. Insurance premiums are down, expecting insurance dividend. Craig Vos will close up the front wall for the winter. Three NSF checks are yet to be collected. Inventory will be done January 1, 2014 at 9:30 a.m.

Fire Department report was given by Keith Hommerding. There have been 70 calls this year to date: Avon-2, Brockway Township-12, City 24, Holding Township-15, Krain Township-17

The annual Fire board meeting is scheduled for Wednesday, January 29, 2014 at 7:00 p.m.

FEMA grant has been submitted. DNR grant monies may be used for hose reels and hoses, no decision made.

The pump seals for Engine 600 were taken in for repair. \$6,000 was allotted in next year's budget but the manufacturer was able to do them now at an estimated savings of \$2,400. Payment will be made from either fiscal year 2013 or 2014 depending on the final cost.

Sue Marstein made motion to approve payment of the 2013 fire department payroll for a total of \$20,936.50. Mike Odden seconded the motion. Motion passed 4-1. Lloyd Rausch abstained.

The Fire Relief Association gave a \$6,000 donation to the Fire Truck fund in November.

Maintenance report was read by Mayor Schmit. Christmas decorations were hung and old lights were replaced with new LED lights on half of the decorations. Stainless steel bolts for mud valves were replaced and mud valves were reinstalled in the digester.

Oxidation ditches will need to be pumped out and bolts replaced as well. Lift pump was rebuilt, repaired and reinstalled at Lake Wobegon Trailhead lift station. Two 6 year old batteries were replaced in the IT28B loader. Wiring upgrade was completed at the campground by Sunset Electric. The booster pump at Well #2 went out and a replacement pump has been ordered. Curb on Plymouth Street was not replaced by the subcontractor. Neighboring residents noted the curb was painted on a weekend, but have not noticed any other efforts to replace or repair it. The City is holding an \$80,000 retainer on the Street Project until all aspects of the project are satisfactorily completed.

All Saints Church parking lot was not plowed due to work at Well #2 and Maintenance already had in overtime by Friday due to snow removal throughout the week. Several parish members contacted the city. The church does not pay for snow removal. Following discussion, Mike Odden made a motion to not plow church parking lots in the City of Holdingford. Motion failed for lack of a seconded. Ernie Schmit made a motion to plow the church parking lot(s) in the city limits, not as top priority but it should be done before the weekend. Sue Marstein seconded the motion. Motion passed 4-1. Mike Odden opposed.

Mayor Ernie Schmit gave his Mayor's Report. See end of minutes for details.

Council report: Annual Tree Lighting Ceremony was very successful with about 50 people attending. Cider and cookies were served in the Museum which gave residents a chance to see the progress being made. On November 14th, MN Give to the Max Day, the Holdingford Museum received a \$5,000 donation from former resident, Greg Konsor. Lloyd Rausch attended training and was certified for the Local Board of Appeals and Equalization. The certification is effective for four years.

Clerk Sandra Meer reported on request from Standard & Poor's to complete questionnaire for the city's credit rating. Council determined that the time spent on reporting would not be to the best benefit of the City at this time.

Guests

Residents, Brent and Katie Larson asked about a reduction in their November utility bill of \$809.90. An outside water spicket was turned on without their knowledge. Mike Odden made a motion to forgive the sewer portion on Larson's November 2013 utility bill for \$386.26 since water did not go down the sewer. Lewis Becker seconded the motion. AIF

Old Business

Park Update: The Lions Club sought approval for a playground system totaling \$26,728.40. If they can raise extra funds for some additional playground pieces, the cost would be \$31,120.00. The City has budgeted \$12,000.00 for playground equipment. The new playground would be placed where the horseshow pits are now. Volunteers from the Lions Club would lay drain tile and assemble the equipment. Engineered wood fiber will be laid under the system which meets all state requirements for handicap accessibility. Sue Marstein made a motion to approve the Mayor's signature on the contract for the playground equipment system. Lloyd Rausch seconded the motion. AIF

A summary of total park usage for 2013 as well as shelter and camping fees collected was submitted to the Council.

A letter was sent from Attorney John Koch to Ed Vail regarding cleaning up accumulated junk and vehicles on his property. Vail noted he received the letter 3 days ago and has 14 days to abate the nuisance. The snow has slowed down cleanup efforts.

New Business

Lloyd Rausch made a motion to approve and certify the final levy to Stearns County at \$258,663.00. Sue Marstein seconded the motion. AIF

Sue Marstein made a motion to approve the 2014 budget with pending changes for the Tax Increment Financing (TIF) districts at \$1,325,662.00. Mike Odden seconded the motion. AIF

Mike Odden made a motion to transfer \$200,000 into Reserve account; \$180,000 from 101 General Fund, \$20,000 from 601 Water Fund. Sue Marstein seconded the motion. AIF

Mike Odden made a motion to transfer \$10,000 for bathroom-shower house from General account into Parks savings account. Sue Marstein seconded the motion. AIF

Lloyd Rausch made a motion to transfer \$22,383 from General account into the Rural Development savings account. Lewis Becker seconded the motion. AIF

Lewis Becker made motion to close Fund 304-Water Tower Bond effective 12/31/13 to Fund 301-General Debt Service as the debt was paid in full in 2012. Any remaining special assessments (currently \$5,468.25) would be transferred to Fund 301. Mike Odden seconded the motion. AIF

Following discussion, Lloyd Rausch made a motion to approve Resolution 13-12-09-1 to renew Stearns County Sheriff's Office Contract for Police Services for 2014. Contract would remain at an average of six hours weekly patrol for a yearly total of \$14,040.00. Sue Marstein seconded the motion. AIF

Mike Odden made a motion to approve Resolution 13-12-09-2 to Certify Past Due Balances for Special Assessment to Stearns County Auditor-Treasurer for Tax Year 2014. Sue Marstein seconded the motion. AIF

Sue Marstein made a motion to renew contract for 2014 with Tri-County Humane Society to house stray animals found in the City of Holdingford. Lloyd Rausch seconded the motion. AIF

Performance evaluation for Kathy O'Hara was reviewed. Sue Marstein made a motion to approve recommendation for raise for Kathy O'Hara from Step F1 to F2. Mike Odden seconded the motion. AIF

Electricity costs for the marquee were discussed. The City pays the electricity bill and Jeff Fromm volunteers his time to put the announcements on the marquee. Increased graphics increases the cost of electricity but the marquee helps promote awareness and is an asset to the city. The City Council would like to thank Jeff Fromm for dedicating his time.

Stearns County sent out a revised 5 Year Road Program which includes planned road construction in 2016 on County Road 17 and 9 through Holdingford.

Announcements

Past due utility notices were sent to Brian Mader, Jayson Burgardt, Michael Becker, Steven Horvath, Minnesota 13, Dave Hageman, Ed Ehrlichmann, Duane Young, and Jean Lashinski.

Merry Christmas and Happy New Year to all.

Motion to adjourn was made by Lloyd Rausch and seconded by Lewis Becker. Meeting adjourned at 8:35 p.m.

Respectfully submitted,

Sandra Meer
City Clerk, Holdingford