

City Council Meeting Minutes (Approved)  
and  
Four Public Hearings  
January 8, 2007

Present at the meeting: Dick Paggen, Kim Ebnet, Mike Odden, Lloyd Rausch, Ernie Schmit, Vicki Statz, Louise Winkler, Scott Lange, Pat Meier, Louis Walz, Bob and Donna Pueringer, Tim and Becky Kelly, Milt Eiden, Sam DeLeo, Rob Hammerel.

Mayor Ernie Schmit called the public hearings to order at 7:05 p.m. There was discussion on raising water, sewer rates. The city needs to keep up with expenses. Currently, with the bond payment for the new water tower and sewer treatment plant, the city is not meeting its obligations. Public hearing on water, sewer rates was closed on a motion by Lloyd Rausch, seconded by Kim Ebnet. AIF

Public hearing on water/sewer hook up fees was opened at 7:25 p.m. It was suggested that these hook up rates be raised \$150 each. A motion was made by Mike Odden seconded by Dick Paggen to close this public hearing. AIF This public hearing closed at 7:27 p.m.

Public hearing on liquor license fees was opened at 7:27 p.m. Discussion was held on why a 25 percent increase was proposed. Council person Odden felt that the rates were too low to begin with when it was first given out. The need to keep prices low for businesses in our town was also mentioned. A motion was made by Kim Ebnet, seconded by Dick Paggen to close this public hearing. AIF This public hearing closed at 7:35 p.m.

Public hearing on raising city council and mayor salaries was opened at 7:36 p.m. Mayor Schmit gave information on what other central Minnesota cities pay their council and mayor. That information can be viewed at city hall. It was suggested the salary be raised by \$25 per month. A motion was made by Lloyd Rausch, seconded by Dick Paggen to close this public hearing. AIF This public hearing closed at 7:43 p.m.

Mayor Schmit called the regular meeting to order at 7:43 p.m. The city clerk swore in the two newly re-elected council people, Mike Odden and Lloyd Rausch and the re-elected mayor, Ernie Schmit.

Discussion was held on raising the minimum rates for both water and sewer as well as raising the rate per unit over minimum. A motion was made by Dick Paggen, seconded by Mike Odden to raise water and sewer minimum rates by 50 cents each and raising the per unit over minimum by one-half cent. AIF This means that starting with the next billing cycle minimum rates go from \$17.50 to \$18 for both water and sewer for residents and per unit rate over minimum will be increased from .03 cents to .035 cents. Non profit and for profit businesses will be given the same rate percentage increases.

Hook up fees for new construction for water and sewer was discussed. A motion was made by Mike Odden seconded by Kim Ebnet to raise the rate \$150 each to \$900 for water hook up and \$900 for sewer hook up, a total of \$1800. AIF

Liquor license fees was discussed. It was suggested a 25 percent increase across the board for all liquor license holders. A motion was made by Mike Odden seconded by Dick Paggen to raise the fees 25 percent. AIF The increases are now: On Sale, \$500; Sunday Liquor \$312.50; Club License \$500; 3/2 On Sale \$46.88; 3/2 Off Sale \$46.88. One-day License \$62.50; Wine License \$125; Set-up License \$125.

Salary increases for the council and mayor was discussed. A motion was made by Kim Ebnet to raise the salary of the mayor \$25/month and not to raise the salary of the council people. There was no second to this motion. A motion was made by Mike Odden seconded by Kim Ebnet to raise the mayor salary \$25. AIF Mayor salary will now be \$200 per month. Extra meeting salary rates will stay the same, \$30 for all members of the council.

A motion was made by Dick Paggen seconded by Lloyd Rausch to pay bills. AIF The question came up as to why the City pays for a Post office box, when residents who live within a half mile of the post office do not. The city clerk will check into this.

A motion was made by Mike Odden seconded by Dick Paggen to approve minutes of December, 2006 meeting. AIF

Liquor store report was given by manager Pat Meier. Also noted for coming events that there will be a silent auction on Friday night January 19<sup>th</sup> from 7 – 10 p.m. Deal or Not will be held on Friday, January 26<sup>th</sup>, in the evening. There was discussion on whether city employees can do pull tabs. Pat Meier stated that they cannot do pull tabs but they can do the lottery. He said this includes council people and any employees of the city. Pat is to remind employees of this legality. It was requested that the council would like to see what the average Friday night profits are versus doing a special, like Deal or Not, etc., how the liquor store profits are positively affected by doing these special events.

		January 8, 2007	LIQUOR STORE REPORT	
		GROSS RECEIPTS		
DECEMBER	2006	\$ 27,791.85	GROSS RECEIPTS, DEC	\$ 27,791.85
NOVEMBER	2006	\$ 27,964.26		
DECEMBER	2005	\$ 32,929.15		
			PREVIOUS GROSS	\$ 315,456.13
			06 YTD GROSS	\$ 343,247.98
05 YTD GROSS		\$ 396,137.89	06 YTD EXPENSES	\$ 339,606.82
DIF BETWEEN '05, '06		\$ (52,889.91)	YTD NET PROFIT-LIQ.	\$ 3,641.16
		LOTTERY YTD		
DECEMBER	2006	\$ 449.75	NET PROFIT LOTTERY	\$ 6,499.23
YTD	2006	\$ 6,499.23	TOTAL REVENUE	\$ 10,140.39
GT BANK	12/11/2006	\$ 16,044.11		

Fire Department Report was given by Fire Chief, Pat Meier. For the year 2006 a total of 82 calls were made. Brockway had 10; Holding had 28; City of Holdingford had 34; Krain had 9 and one for Two Rivers. Of these 82, 14 were fire; 60 were medical; 2 were hazardous condition; 2 were good intention calls; 2 were false alarms; 1 severe weather/natural disaster; 1 special incident. \$2,000 from the Relief Association was donated to the city and \$2,000 to truck fund. \$1,000 to firefighter family who is dealing with cancer, \$3,000 in scholarships (6 at \$500). There was a \$200 donation from the Phyllis Breth Family. There will be training this week Thursday from 6 – 10 p.m. on incident and command training. Fireboard annual meeting set for Tuesday, January 30<sup>th</sup>.

A motion was made to use the \$2,000 donation from the Fire Relief Association to pay for the second civil defense severe weather siren was made by Lloyd Rausch, seconded by Mike Odden. AIF. This siren is going to be placed at the south end of Veteran's Park.

A motion was made by Kim Ebnet seconded by Lloyd Rausch to accept a \$2,000 donation for the Special Truck Fund. AIF

Mayor Schmit gave his report. (See attached at end of minutes).

Kim Ebnet shared with the council her information from the Initiative Foundation training for newly elected council people or for those who have never gone to a training session.

Scott Lange reported on Well #3 progress. From Traut Wells, it is drilled, pumped, developed and ready to go Avon Electric is waiting for a water meter. Communication between the well and water tower was put in today by Avon Electric and Surfsota. When the meter is put in, Well #2 can be put back into service, then take out the pump from Well #1 and put in Well #3.

Traut Wells sent an invoice for work completed up to this point, \$9,500.01, Motion made by Dick Paggen seconded by Lloyd Rausch to pay this bill. AIF

Sam DeLeo and Rob Hammerel came before the council to split parcel Block 4, Lots 5 and 6 in Backer's addition to Wardville. The council would like to get legal council on this before okaying. A motion was made by Mike Odden seconded by Dick Paggen to table this until the next meeting. AIF The council told them they will have an answer at the next meeting.

The council went over the Fee Schedule for 2007. Other changes besides those already duly noted were: Dog fee for those dogs that are either spayed or neutered the yearly tag fee remains at \$5. For those dogs that are not spayed or neutered the fee will be \$20 starting with tags bought for 2008. This change was made on a motion by Dick Paggen seconded by Kim Ebnet. AIF Dog owners will have to show proof of this along with rabies vaccination. Reclaiming fee was tabled till next meeting on a motion by Dick Paggen seconded by Lloyd Rausch. AIF Rates for hall rental and kitchen did not change on a motion by Lloyd Rausch seconded by Kim Ebnet. AIF Park fees will remain the same on a motion by Dick Paggen seconded by Lloyd Rausch. AIF

There was discussion if there were any homes not being charged water/sewer within the city limits that should be. Joel Imholte home needs to be billed the council stated.

During the months snow birds are gone, the increase will be from \$10/month to \$20/month for water/sewer on a motion by Dick Paggen seconded by Kim Ebnet. Dick Paggen, Kim Ebnet, Lloyd Rausch voted yes, Mike Odden voted no. Motion passed. This will go into effect the fall/winter of 2007. (on tape of verbal minutes see 2:23-2:29).

Late utility fee will stay the same on a motion by Mike Odden seconded by Kim Ebnet. AIF

Election judge pay was changed last fall when it was noted Krain Township was paying their judges \$10/hour for head judge and \$8/hour for all other judges. Krain Township and City of Holdingford have combined polling places.

Mileage rates paid for doing city business with personal vehicles will be increased to .45/mile on a motion by Kim Ebnet seconded by Dick Paggen. AIF

Fire rescue rates were tabled on a motion by Dick Paggen seconded by Kim Ebnet. AIF They want to talk to Pat Meier about this first. All other rates will stay the same (use of city Maintenance machinery, men, water usage other than in city fees).

Building permit fees were tabled at this time.

A motion was made by Dick Paggen seconded by Kim Ebnet to raise the monthly fee for the Webmaster to \$75, a \$25 increase. All voted yes except Mike Odden abstained.

Depositor for the City of Holdingford will be Stearns Bank – Holdingford N.A. Newspaper of official notice will be Stearns-Morrison Enterprise only. These were the only changes made for official retention on a motion by Kim Ebnet seconded by Lloyd Rausch. AIF

A motion was made by Mike Odden seconded by Lloyd Rausch to move the city clerk from “I” Step 2 to “I” Step 3 on the pay scale after her anniversary of hire date. AIF

A motion was made by Kim Ebnet seconded by Mike Odden to raise Assistant Manager of the Liquor Store from “F” Step 2 to “F” Step 3. AIF

The mayor and council liaisons will be doing the yearly review on city maintenance employees and Fire and Liquor.

Authorization for use of the city’s debit card is with the city clerk, Vicki Statz with a \$ limit of \$500 and the city’s use of the Sam’s Card to the city’s utility employee, Kathy O’Hara with a \$ limit of \$500 was made on a motion by Mike Odden seconded by Kim Ebnet. AIF

The net profit in the 2007 budget of \$17,600 for the municipal liquor store was discussed.

Mike Odden shared more information on the newly formed Historical Society for the Holdingford area. They will have a guest speaker, Mr. Tim Glines, Manager of Outreach Services from the Minnesota State Historical Society at their next meeting, Monday, February 5, at 7 p.m.

Motion to adjourn was made by Kim Ebnet seconded by Dick Paggen. AIF

<b>Liquor Acct:</b>		<b>DECEMBER</b>		<b>General Acct:</b>	
Name	Salary	Name	Salary		
Pam Voss	\$ 1,470.34	Jerome Schueler	\$ 2,793.60		
Pat Meier	\$ 2,952.00	Victoria Statz	\$ 1,774.44		
Debbie Meier	\$ 704.67	Kathy O'Hara	\$ 721.51		
Sherry Johnson	\$ 281.39	Herman Ebnet	\$ 2,952.01		
Jackie Hadley	\$ 750.37	Kim Ebnet	\$ 100.00		
Elizabeth Gaida	\$ 1,176.05	Mike Odden	\$ 100.00		
Anna Philippi	\$ 297.63	Richard Paggen	\$ 100.00		
Total Salary Liquor Store	\$ 7,632.45	Lloyd Rausch	\$ 100.00		
		Ernie Schmit	\$ 175.00		
Firefighter's Annual Salary	\$15,292.50				
2 Pay periods ending					
12/11; 12/26		Total Salary General Acct.	\$ 8,816.56		
		Total of General and Liquor	\$ 31,741.51		

**City of Holdingford** 1/10/2007 2:10pmPag

**Page** **Accounts Payable Check Register Report - STEARNS BANK-1000141**

*For The Date Range From 12/1/2006 To 12/31/2006*

*For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated*

Check No.	Type	Date	Vendor	Name	Amount	Status
22973	C	12/8/2006	409	Albany Heating, A/C & Service, Inc.	\$11,712.00	C
22974	C	12/8/2006	468	AMPS, Inc	\$91.25	C
22975	C	12/8/2006	7	Aramark Uniform Services	\$80.96	C
22976	C	12/8/2006	469	Barb Konsor	\$123.68	C
22977	C	12/8/2006	18	C & L Distributing, Inc	\$1,286.75	C
22978	C	12/8/2006	24	Central-McGowan, Inc	\$23.70	C
22979	C	12/8/2006	39	DTI	\$83.90	C
22980	C	12/8/2006	74	Gas Service Co	\$2,235.64	C
22981	C	12/8/2006	91	Hawkins, Inc	\$25.00	C
22982	C	12/8/2006	92	Headley Hardware	\$421.23	C
22983	C	12/8/2006	98	Herman Ebnet	\$84.00	C
22984	C	12/8/2006	126	Korner Mart	\$107.81	C
22985	C	12/8/2006	180	MN Ambulance Assn	\$75.00	O
22986	C	12/8/2006	172	MN Licensed Beverage Assn	\$299.00	C
22987	C	12/8/2006	204	Patrick Meier	\$62.56	C
22988	C	12/8/2006	216	Reichert, Wenner,Koch	\$285.00	C
22989	C	12/8/2006	223	S.E.H.	\$95,268.32	C
22990	C	12/8/2006	240	Stearns Bank-Holdingford	\$2,567.99	C
22991	C	12/8/2006	412	Sunset Electric, Inc	\$550.93	C
22992	C	12/8/2006	270	Two Rivers Enterprise	\$4,952.98	C
22993	C	12/8/2006	271	UC Lab	\$546.20	C
22994	C	12/8/2006	294	US Cable	\$46.66	C
22995	C	12/8/2006	339	Verizon Wireless	\$13.16	C
22996	C	12/8/2006	358	XCEL ENERGY 51-5655040-0	\$981.66	C

Check No.	Type	Date	Vendor	Name	Amount	Status
22997	C	12/22/2006	36	D & D Oil, Inc	\$317.89	C
22998	C	12/22/2006	39	DTI	\$227.71	O
22999	C	12/22/2006	64	Eugene Cipala	\$185.38	O
23000	C	12/22/2006	74	Gas Service Co	\$138.07	C
23001	C	12/22/2006	80	Gopher State One-Call, Inc	\$13.05	O
23002	C	12/22/2006	97	Henry's Waterworks, Inc	\$416.55	O
23003	C	12/22/2006	106	Holdingsford Mill	\$94.50	O
23004	C	12/22/2006	118	Jim's Snowmobile & Marine	\$53.30	C
23005	C	12/22/2006	447	Marco Business Products, Inc	\$135.89	O
23006	C	12/22/2006	144	MEDICA	\$3,591.02	O
23007	C	12/22/2006	161	Mike Odden	\$50.00	C
23008	C	12/22/2006	207	Postmaster	\$70.00	C
23009	C	12/22/2006	305	Sam's Club	\$45.37	O
23010	C	12/22/2006	266	Traut Wells	\$28,834.87	C
23011	C	12/22/2006	276	United Systems Technology	\$84.88	O
23012	C	12/22/2006	339	Verizon Wireless	\$44.53	O
23013	C	12/22/2006	384	XCEL ENERGY 51-336-4 & 8	\$130.10	O
23014	C	12/22/2006	360	XCEL ENERGY 51-5655037-5	\$426.51	O
23015	C	12/22/2006	359	XCEL ENERGY 51-5655038-6	\$943.35	O
23016	C	12/22/2006	361	XCEL ENERGY 51-5655039-7	\$574.73	O
23017	C	12/22/2006	383	XCEL ENERGY 51-5655041-1	\$440.35	O
23018	C	12/22/2006	208	Principal Life	\$416.30	O
23019	C	12/29/2006	5	Albany Area Hospital	\$1,350.00	O
23020	C	12/29/2006	6	AmeriPride Linen	\$124.26	O
23021	C	12/29/2006	326	Auto Value	\$3.67	O
23022	C	12/29/2006	9	Bernick's Pepsi-Cola	\$1,276.90	O
23023	C	12/29/2006	411	Braun Intertec Corp.	\$2,916.00	O
23024	C	12/29/2006	18	C & L Distributing, Inc	\$7,800.05	O
23025	C	12/29/2006	25	Centre Jobbing Company	\$1,610.69	O
23026	C	12/29/2006	28	City of Holdingsford	\$327.96	O
23027	C	12/29/2006	32	Culligan Water Conditioning	\$70.70	O
23028	C	12/29/2006	38	DNR Waters	\$36.00	O
23029	C	12/29/2006	473	Doug Legatt	\$486.40	O
23030	C	12/29/2006	39	DTI	\$84.06	O
23031	C	12/29/2006	470	Dylan Risberg	\$486.40	O
23032	C	12/29/2006	52	E. A. Sween Company	\$46.68	O
23033	C	12/29/2006	53	Ecolab	\$97.45	O
23034	C	12/29/2006	70	Frito-Lay, Inc - 8416	\$84.55	O
23035	C	12/29/2006	90	Harry's Frozen Foods	\$120.50	O
23036	C	12/29/2006	91	Hawkins, Inc	\$25.00	O
23037	C	12/29/2006	351	HOLDINGFORD HIGH SCHOOL	\$85.00	O
23038	C	12/29/2006	118	Jim's Snowmobile & Marine	\$95.38	O

Check No.	Type	Date	Vendor	Name	Amount	Status
23039	C	12/29/2006	119	Johnson Brothers Liquor C	\$500.98	O
23040	C	12/29/2006	475	Kelly Kobernusz	\$220.00	O
23041	C	12/29/2006	472	Laurie Fiedler	\$486.40	O
23042	C	12/29/2006	471	Matt Kuklok	\$486.40	O
23043	C	12/29/2006	160	Mies Equipment	\$6.38	O
23044	C	12/29/2006	474	Missy Breth	\$160.00	O
23045	C	12/29/2006	170	MN Dept of Health	\$456.00	O
23046	C	12/29/2006	184	MN State Fire Chiefs Assn	\$340.00	O
23047	C	12/29/2006	204	Patrick Meier	\$12.35	O
23048	C	12/29/2006	207	Postmaster	\$111.00	O
23049	C	12/29/2006	216	Reichert, Wenner,Koch	\$245.00	O
23050	C	12/29/2006	223	S.E.H.	\$2,951.06	O
23051	C	12/29/2006	258	The Nut Man	\$45.50	O
23052	C	12/29/2006	404	US Bank	\$431.25	O
23053	C	12/29/2006	281	Viking Coca Cola Bottling	\$421.95	O
<b>Total</b>					<b>\$183,161.65</b>	