

City Council Meeting Minutes (Approved)
January 9, 2012

Present at the meeting: Kim Ebnet, Mike Odden, Lloyd Rausch, Susan Marstein, Ernie Schmit, Vicki Statz, Scott Lange, Pat Meier, Dorine Rausch.

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 December, 2011 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 Kim Ebnet. AIF

Motion to approve minutes from public hearing on Truth in Taxation was made by Mike Odden, seconded by Sue Marstein. AIF

Motion to approve minutes from public hearing on vacating alley at 131 River Street was made by Lloyd Rausch, seconded by Kim Ebnet. AIF

Motion to approve minutes of the December, 2011 council meeting was made by Lloyd Rausch, seconded by Kim Ebnet. AIF

Liquor Store report was given by Pat Meier. Gross revenue for December was \$36,408.79 with expenses \$25,044.14. There was a LMCIT insurance refund for the Liquor Store of \$3,305.22. YTD lottery was \$3,863.08 and inventory with a negative \$5,000. Ending balance for the L.S. was \$11,408.38

Events in progress are dart league, Saturday card league, Tuesday bingo and Friday \$1 beers. Fun runs will be starting this month.

Fire Department report was given by Pat Meier, Fire Chief. Three of the firefighters are finishing up their FFI training in Bowlus. One is testing out in the physical part. Calendar fund raiser has brought in around \$2,400 for Fire Relief fund. There are two new applications that are being processed.

Bylaws for the Fire Department were gone over. Minor changes were made. Motion to approve the bylaws with corrections was made by Kim Ebnet, seconded by Mike Odden. AIF Councilwoman Marstein will make the corrections and then forward it to the city.

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

Old Business

Scott Lange brought before the council Rural Developments \$578,000 grant agreement for council approval and the mayor's signature. This will help with the financing of the street project in the south end of town. Motion to enter into grant agreement was made by Mike Odden, seconded by Kim Ebnet. AIF

Scott also had two pay applications: one for Rice Lake Construction on the WWTP. Motion to approve pay app #5 in the amount of \$35,005.12 was made by Sue Marstein, seconded by Kim Ebnet. AIF

The second pay request is for SEH for engineering in the amount of \$13,151.10. Motion to approve this invoice was made by Lloyd Rausch, seconded by Mike Odden. AIF

Rural Development has agreed to the upgrading of infrastructure of the southern part of town. Scott will set up a meeting with the mayor, maintenance men to go over in detail this upgrade.

The FEMA (Federal Emergency Management Agency) has their flood plain plan for the City of Holdingford. The city will need to adopt an ordinance on this flood plain information. Scott will be bringing a preliminary ordinance to the February meeting. Once the ordinance is adopted, those residents who are in this flood plain will be able to get flood plain insurance. More information will be forthcoming in the next few months.

Street signs for Park Street were discussed. When the southern part of town has its infrastructure design completed, the council will have an answer as to where the streets signs will be needed.

LMCIT (League of MN Cities Insurance Trust) has refunded to the city \$8,881, of which the Liquor Store was refunded \$4,013.32. This helped the bottom line for L.S. revenue for the year.

Tabled from last month's council meeting was the vacation section in the Personnel Manual. Vacation will now be on an accrual basis based on the employee anniversary hire date. They discussed having roll over hours to be up to 40 hours per year. Vacation leave may be used as earned. Motion to accept these changes were made by Lloyd Rausch, seconded by Kim Ebnet. Voting yes: Kim Ebnet, Lloyd Rausch, Sue Marstein. Voting no was Mike Odden.

New Business

Stearns County Municipal League of Cities meeting will be Tuesday, January 17, in Eden Valley.

Schedule of Fees was gone over for 2012. See the attached new Schedule of Fees. Motion to accept the 2012 Schedule of Fees was made by Kim Ebnet, seconded by Sue Marstein. AIF

Residents who are delinquent (3 or more months behind) in their utility payments are: Ed Vail, Bonnie Gertken, Luke Nienaber, David Kuhl, Moonshiner's, Mara Glader, Kelly Strand, Kevin Feia, Jane Stodolka, Jayson Burgardt, Courtney Lange, and Jayme Opatz. **It was decided by the council that starting next month, (February), those who are on the delinquent list, in order to not have their water shut off, must pay half of their total utility bill.**

Motion to move the City Clerk from Step 4 to step 5 Group J on her anniversary date, was made on a motion by Mike Odden, seconded by Lloyd Rausch. AIF

Discussion was held on the marquee, if there should be allowed advertising by Commercial businesses, etc. When the marquee was first discussed, the city agreed to pay for the electricity. We were told it would be about \$30/month. Overall, the cost has been at least twice that per month and the Commercial Club felt one way to help the city out was to have paid advertising on the marquee. Several on the council are not in favor of having advertising by Commercial businesses. It was put up for advertising community events. Sue Marstein will take information back to the Commercial Club for further discussion.

Minnesota Municipal Beverage Association has its annual instructional boot camp in April. Councilperson Sue Marstein, being the L.S. liaison, has agreed to attend. Motion to send Liquor Store Manager & Councilperson Sue Marstein, being the L.S. liaison, at the expense of the Liquor Store was made by Mike Odden, seconded by Lloyd Rausch. AIF
If Liquor store manager will not go, Sue Marstein will take one other employee from the Liquor Store.

Motion to adjourn was made by Kim Ebnet, seconded by Sue Marstein. AIF Meeting adjourned at 10:20 p.m.

Respectfully submitted,
Victoria R. Statz
City Clerk, Holdingford