

Public Hearing and Holdingford City Council Meeting
July 13, 2015

Mayor Sue Marstein called the July council meeting to order at 7:00 p.m. and the pledge of allegiance was recited.

Present: Lewis Becker, Eric Berscheid, Sue Marstein, Mike Odden, Alan Walz, Sandra Meer, Keith Hommerding, Pat Meier, Dorine Rausch, Tony Stalberger, Scott Lange, Robb Berscheid, Tim Berscheid, Dan Fielder, Jeremy Freudenrich, Joe Scepaniak, Ernie Schmit, Gordy Sjaaheim, Liz Vos, and Linda Zapzalka.

Motion to approve consent agenda consisting of claims, checks, electronic transfers and withdrawals, bank reconciliation, minutes of the June 8, 2015 council meeting was made by Eric Berscheid. Motion seconded by Alan Walz. AIF

Department Reports

Liquor Store report was given by Manager Pat Meier. June gross revenue = \$34,904.26. Expenses = \$53,488.23. YTD lottery = \$1,627.06. Year to date balance = -\$2,496.56. June events were successful. At Holdingford Daze, Friday's net sales were \$1,000 more than last year. Total precedes netted \$24,912.60 which is about \$2,000 more than last year. Sales during the week have been down since last month.

Fire Department report was given by Chief Keith Hommerding. There have been 54 calls this year including 35 in the City, six in Krain, six in Brockway, six in Holding and one in Avon Township. Lake Region meeting is in Bowlus next week.

Training for last month was on hybrid vehicle emergencies, which was very informative. Training this month is yet to be determined.

One of the trucks is being repaired after brake lines rotted through. The vehicle inventory list was updated.

Budget meeting was set for August 26th at 7pm.

One firefighter that has been on the department for four years is moving to Pine Lake. He will stay on the department on a trial basis for six months, dependent on his response time and meeting attendance.

Any excessive storm damage should be reported to Keith Hommerding or Dorine Rausch, so they can notify the county. Dorine Rausch and Tony Stalberger are working on Emergency Resource Guide. Emergency Managers meeting is in St Martin next week.

Maintenance Report was read by Mayor Sue Marstein. SCADA system is installed and working. There was an additional cost for a change order to bring the control board above ground. A land line will be moved so Maintenance will be called in an emergency situation versus texted. The Maintenance Department is getting trained on the system. Main Street and park areas were prepared for Holdingford Daze. Supervisor Brian Zapzalka trained on the jetter that the city is using from the City of Upsala. Sewer lines will be cleaned in the next month. The MN Dept of Health approved the city's variance request to lower the concentration of fluoride in the public drinking water at an average concentration of 0.7 mg/L, within the range of 0.5 to 0.9mg/L.

Guests

Scott Lange presented two quotes for paving the alley between Plymouth Street and Cedar Street. Lowest bid was from Tri-City Paving for \$12,250 but couldn't be done until the end of September. The job would need to be done by the October meeting in order for the city to assess it to the affected businesses property taxes. Eric Berscheid made a motion that the city pay for half of the total bill of \$16,750 which included the engineering fees and a \$1,300 contingency. A second was called for. Motion failed for lack of a second. Mike Odden made a motion that the city pay for 25% of the total costs and with the remaining costs divided up among the five businesses that have adjoining properties. Lewis Becker seconded the motion. Becker, Odden, Marstein and Walz voted in favor. Berscheid opposed. Motion passed.

Alan Walz made a motion to award the contract to Tri-City Paving for \$12,250. Mike Odden seconded the motion. AIF

Scott Lange reviewed the options for an administrative lot split for Gary and Linda Zapzalka's property located on 5th Street. The city would need to vacate 13 feet of the pedestrian road in order to split the lots into 10,000 square feet, which the city ordinance stipulates. Lange recommended the City vacate the 13 feet of right-of-way for the Pedestrian Road, allow a variance of the rear yard set-back to 13 feet on the second lot and maintain a 13 foot drainage and utility easement over the vacated right-of-way area. Following discussion, Alan Walz made a motion to approve the recommendation as presented with the property owner being responsible for incurred administrative and engineering fees. Lewis Becker seconded the motion. Becker, Marstein and Walz voted in favor. Odden and Berscheid opposed.

A Park Shelter Committee met to discuss options for a shower/bathroom shelter at Veteran's Park. FEMA funding for the project will not be pursued since the building requirements were cost prohibitive. A building sketch, similar to the Wobegon Trailhead Shelter, will be submitted to the committee who will meet to review and present at the August council meeting.

Scepaniak's and Berscheid's entered into purchase agreement for property that is located south of Main Street in Holdingford in which a FEMA flood plain designation covers 25% to rear of lot and requested help from the council to remove the flood plain designation. The Council agreed that it is up to the property owners to fill out FEMA forms and work with FEMA to have the flood plain designation removed since two other city property owners have done so.

Unfinished Business

Dan Fiedler from Advantage 1 Insurance explained Resolution #15-06-08-1 Establishing Limited Clean-up and Property Protection for Sewer Back-ups and Water Main Breaks as well as the alternative Resolution #15-07-13-1 Rescinding Limited Sewer Back-up Clean Up and Property Damage Protection for Municipal Sewer Customers. Mike Odden made a motion to pass Resolution#15-06-08-1 Establishing Limited Clean-up and Property Protection for Sewer Back-ups and Water Main Breaks for Water and Sewer Customers. Alan Walz seconded the motion. Becker, Marstein, Odden and Walz voted in favor. Berscheid opposed.

Mayor Marstein noted that legal advice was sought from the League of Minnesota Cities regarding Everett Olson's property and sewer line depth issue. The mayor will share the legal opinion with Olson's that determined that the city is not the cause of the problem.

The speed limit study for reduced speed signs on County Road 9 going north off County Road 17 is moving ahead at the county level.

Clerk's lunch time hours were discussed. Eric Berscheid made a motion to require a ½ hour punch out time in an eight hour day for city office staff. Lewis Becker seconded the motion. Becker, Berscheid, Odden and Walz voted in favor. Marstein opposed.

New Business

Resolution#15-07-13-2 Gambling Permit for the Church of All Saints was reviewed. Alan Walz made a motion to approve Resolution#15-07-13-2 Gambling Permit for the Church of All Saints for a raffle drawing on November 1, 2015 at the Church of All Saints-St Mary's Church basement. Lewis Becker seconded the motion. AIF

An email/contract from Kyle Ackermann at Xtratyme Technologies was discussed. The service quotes were vague but will be compared to what Midcontinent offers. The council would consider increased speed for cheaper rates and fewer antennas on the water tower. The issue was postponed until next meeting when a suitable counter proposal can be discussed.

The Department of Natural Resources asked that a new observation well be installed by the Maintenance Garage. An existing well is located on private property west of the city and is 40 years old and no longer performing as it should. Eric Berscheid made a motion to accept the Agreement for Installation, Maintenance and Use of a Test Hole or Water Level Observation Well on Public Land. Lewis Becker seconded the motion. AIF

Admin Reports

Mayors Report: Two residents from the west side of town met with the Mayor regarding the water flow through culverts that is leaving debris and causing basement flooding in the subdivision. The Mayor forwarded their concerns to the city engineer. Other issues included paving the Veteran's Park parking lot, offering online utility payments, parking on Washington Street; is it residential or commercial space, and the fire department donating the old 1947 fire truck to the Museum. See end of minutes for full report.

Council Report: Mike Odden noted that air conditioning was installed at the Museum before Holdingford Daze. The south garage door is being converting into an 8' x 3' display window. An outdoor public screening taking place in Holdingford of the documentary on Minnesota 13 bootlegging is in the works for next spring. Check out updates on Facebook.

Clerk's Report: The lowest quote for extending desk area came from Jeff's Custom Cabinets, who will install as time permits. The auditor will be in the office this week to finalize field work. Kathy Yamry has been investigating both free and supported websites.

Robb Berscheid noted that the marquee panels are under warranty and have had to replace three on one side this year already. Scenic Sign knows of the issue and the ventilation needs to be upgraded. All work is under warranty. Commercial Club has about \$1,300 designated for maintenance of the marquee after warranties expire.

Announcements

Residents who are delinquent in their utility payments are: Jayson Burgardt, Scott Zehowski, James Urbansich, Janice Zarbok, Jesse Johnson, Edward Ehrlichman, Matt Philippi, and Sheila Lenarz.

Next council work session will be 6:00 p.m. on August 10th before the council meeting. Agenda includes property nuisance ordinance.

Thanks to Garden Club for their work at the gardens and to Commercial Club, tournament organizers and Maintenance Department and all who helped make Holdingford Daze a success.

Motion to adjourn was made by Lewis Becker, seconded by Alan Walz. Meeting adjourned at 9:15 p.m.

Respectfully submitted,

Sandra Meer
City Clerk, Holdingford