

Holdingsford City Council Meeting
July 12, 2021

The Holdingsford City Council meeting was called to order at 7:07 p.m. by Mayor Sue Marstein. The Pledge of Allegiance was recited.

Present at City Hall: Sue Marstein, Robb Berscheid, Seth Young, Eric Berscheid, Mike Odden, Steve Horvath, Jennifer Hegna, Keith Hommerding, Julie Warren, Scott Lange, Tom Sanquist, Louie Walz, Milissa Walz, Al Walz and John Wilkinson.

Eric Berscheid made a motion to approve the consent agenda to include minutes of the June 14th Council meeting, submitted monthly claims and financial reports, Mike Odden seconded the motion. Following a roll call vote, all voted in favor.

Department Reports

Liquor Store report was given by Mayor Sue Marstein. June Revenue= \$32,461.89. E-tabs and pull tabs = \$2,373.60. Bar Bingo is on Wednesday nights. New ice machine was ordered on July 1st and should be delivered on July 15th. The Lead Bartender position will be posted for hire.

Fire Department report was given by Chief Keith Hommerding. The Gambling and Relief Association had a bad month with over \$1,000 in losses. They still were able to make a donation to the Fire Truck Fund. Total calls for this year are 86. Five fire calls, seventy-four rescue calls, four car accidents and three Good Intent/Cancelled in route. Fifty-three calls were in the city of Holdingsford, twenty-one in Holding Township, four in Brockway Township, and seven in Krain Township, one in Two Rivers Township. They held Burn Trailer training last month. They will be doing Water Rescue training this month. The fire department has had one new applicant. The Stearns County Chiefs Meeting will be on 7/13 and the Lake Region Meeting will be on 7/19.

Emergency Manager Report was given by Mayor Sue Marstein. Emergency Manager, Amber Molitor continues to work on the required training.

Steve Horvath gave the Maintenance Department report. They replaced a 10-year old air relief valve, this helped resolve low flow issues. Nelson's Septic came to pump out Waste Water Treatment Plant blockages that flooded the pretreatment room. Maintenance finished painting the no parking areas and curbs. The radar speed sign was moved to 4th street and has been having battery issues. Maintenance installed a 20 MPH sign on the north side of 4th street. The street sweeper needed to be repaired by Environmental Services and as repaired in time to clean-up for Holdingsford Daze. Stearns County offered to paint the center line on Main Street before the road becomes a city-owned road. Council asked Steve to inform the County we would like Main Street painted. Stearns County is also working on replacing the missing Holdingsford sign. Steve reported that the air conditioning in the Fire Department meeting room is not working, the City Clerks will contact Ellingson Plumbing, Heating, A/C and Electrical to schedule a time for repair. Steve reported that the driveway contractor did a good job on the North High Court cul de sac repair. There were some concerns about tire track indents on the Pedestrian Road, pictures were shown to the Council. Scott Lange, City Engineer, said he was not concerned with the damage as the subgrade was very hard when asphalt was laid. Plans for signage in that area are being discussed. 1,657,000 gallons of well water were pumped. 1,653,000 gallons of wastewater was treated.

Scott Lange, City Engineer, updated the Council on the Main Street project. We are waiting for the latest pay application from the contractor, this will be brought to the August meeting. The plan for the Well House update has been submitted to the Department of Health, we are waiting for a review. The flashing crosswalk sign near the school was damaged in an accident. The City is working with the party involved in the accident for repayment. Scott is working on getting a replacement cost estimate from the manufacturer.

Guests

Tom Sanquist is interested in purchasing the vacant house at 230 Washington Street. This property has retaining walls and garage that are in dangerous condition and he is looking for assistance from the City with this project. He wants to remodel the house and prevent it from becoming the City's responsibility. The Council agreed to vacate the alley pending public hearing and give ownership to Tom. This would reduce the retaining wall size and extend the grade. Tom will pay for surveying, plotting etc. to extend the property line. The City will provide access to the sand fill at no cost and help load sand into a truck. The City agreed to accept tree debris less than 4 inches in diameter at no cost. Tom will demolish and eliminate

the existing garage, remove and replace the retaining wall along the sidewalk on the North Side. Robb Berscheid made a motion to allow the vacation of the alley pending public hearing, allow Tom access to the sand fill, help load sand into a truck and accept tree debris smaller than 4 inches in diameter at no cost. Motion was seconded by Mike Odden. AIF.

John Wilkinson from Metering and Technology attended to speak about a new water meter reading system. The Council is looking into two options. One option would be a tablet based system that would require a city employee to drive a route to collect meter information. Another option is a cellular based system that would provide water usage updates to the City and Resident every 15 minutes. The Council will continue to look into both options.

Milissa and Al Walz attended to speak about the bill they received for the damage to North High Court. They expressed that it should have been communicated they were going to be billed. Motion to rescind the bill made by Robb Berscheid. Motion seconded by Mike Odden. Approved in full.

Unfinished Business

Xtratyme has been in communication with the city. Eric Berscheid made the motion to update the contract to reflect an increase to \$300 per month for use of the water tower facilities. Motion was seconded by Robb Berscheid. AIF.

The Midco contract was discussed. Council would like to increase the City's income from franchise fees from 3% to 5%. The City Clerks will notify Midco of this request.

Shipping containers used for storage was discussed. Samples of storage container ordinances were handed out to review. Discussed storage containers being used for temporary storage. Discussed that storage containers should have no writing or flagrant paint colors. This will be discussed more at the August work session.

New Business

Council discussed the need for a Zoning Committee. This would be made up of 2 council members and 3 volunteer residents of Holdingford. The meetings would possibly be held on the Wednesday before the council meeting. Robb Berscheid and Seth Young volunteered to be a part of that committee. Council spoke about having Council rotate responsibilities with the Zoning Committee. There was discussion about needing to designate a Certified Building Official, this will be discussed with the state. This is being checked into because there may be different requirements between a Building Permit and Land Use Permit. Council reviewed Motley and Upsala's fee schedules and expressed the need for other examples.

Admin Reports

Mayors/Council Discussion notes:

- Fourth Street "No Parking" was tabled until the August 9th 2021 meeting.
- The League of Minnesota Cities will be increasing their membership dues by 4%.
- A Council Member expressed concern about a property that has 8 vehicles, the ordinance only allows 4 operable vehicles on a property. The City Clerks will reach out to the property owners.
- A resident asked a Council Member if it would be ok for her to have a band for their birthday that would be done playing by 9 pm. No members of council had a concern about this.
- There was discussion on where to place the dump station for the Campground. One option is behind the trailhead near the maintenance shop. Another option would be by the bathroom at the campground.
- Mike Odden stated he has been in contact with a skateboard shop owner in St. Cloud to draw up a design for possibly rebuilding the skate park.

Residents who are delinquent on their utility payments are: Dave Hagemann \$4,012.84, Hyatt House \$1,999.67, Jesse & Carlena Johnson \$532.81, Ben Groetsch \$446.80, Duane Young \$381.71, Terri and Steve Stoermann \$312.08, Amber and Tom Adelman \$304.65 and Travis Harlander \$301.65.

Clerks Notes:

- The alley from Stoermann's to 2nd street was discussed about vacating with a utility easement. The Council spoke about the alley previously being closed by previous council. The abstract company agreed to proceed with the house sale if they have a copy of the minutes stating the alley is closed with a letter saying the city will record the vacating of the alley.
- A resident requested sewer water forgiveness for filling a pool. In favor Eric Berscheid, Robb Berscheid, Mayor Sue Marstein, and Mike Odden. Opposed Seth Young. Motion passed.
- There was a request for forgiveness of water used in lawn care. The Council considered the request, due to no efficient way of measuring the water used there was no decision made.
- Annual audit is being worked on, due date has been extended to August 15th.

Announcements

Next council meeting: Monday, August 9th at 7:00. A work session will be held at 6:00 pm.

Seth Young made a motion to adjourn the meeting. Motion was seconded by Robb Berscheid. AIF Meeting adjourned at 10:46 p.m.

Respectfully submitted,

Jenn Hegna
City Clerk-Treasurer, Holdingford

JUNE 2021	
<u>Department</u>	<u>Gross Pay</u>
General	\$ 10,487.91
Public Works	\$ 8,535.95
Fire / EM	
Liquor	\$ 6,947.92
Total	\$25,971.78
2 pay periods ending	
6/4 & 6/18	

City of Holdingford - Equal Opport Providr
Accounts Payable Check Register Report - STEARNS BANK-1000141
For The Date Range from 6/1/2021 to 6/30/2021

For All Vendors and for Outstanding, Cleared Checks - Computer Generated, Hand Written, eCheck

Check # / eCheck ID	Type	Date	Vendor Name	Amount
36479	C	6/9/2021	704 AFSCME Council 65	\$102.56
36480	C	6/9/2021	691 Allstream	\$239.96
36481	C	6/9/2021	9 Bernick's Pepsi-Cola	\$636.70
36482	C	6/9/2021	627 Breakthru Beverage Minnesota	\$858.89
36483	C	6/9/2021	18 C & L Distributing, Inc	\$3,477.80
36484	C	6/9/2021	1056 Central Minnesota Dust Control, LLC	\$1,050.00
36485	C	6/9/2021	48 Dahlheimer Beverage	\$108.00
36486	C	6/9/2021	53 Ecolab	\$91.73
36487	C	6/9/2021	70 Frito-Lay, Inc	\$55.60
36488	C	6/9/2021	787 Granite City Jobbing Co	\$600.97
36489	C	6/9/2021	90 Harry's Frozen Foods	\$108.00
36490	C	6/9/2021	91 Hawkins, Inc	\$50.00
36491	C	6/9/2021	481 Heggies Pizza	\$182.40
36492	C	6/9/2021	101 Holdingford Chamber of Commerce	\$200.00
36493	C	6/9/2021	119 Johnson Brothers Liquor Co.	\$513.11
36494	C	6/9/2021	730 Midcontinent Business Solutions	\$334.74
36495	C	6/9/2021	181 MN Assoc of Small Cities	\$444.00
36496	C	6/9/2021	476 Preferred Controls Corp	\$581.32

Check # / eCheck ID	Type	Date	Vendor Name	Amount
36497	C	6/9/2021	685 Star Publications, LLC	\$179.62
36498	C	6/9/2021	960 Summit Companies	\$50.00
36499	C	6/9/2021	263 Tom's Refuse	\$7,218.00
36500	C	6/9/2021	804 Toshiba Financial Services	\$143.30
36501	C	6/9/2021	271 UC Lab	\$1,090.50
36502	C	6/9/2021	360 XCEL ENERGY 51-5655037-5	\$1,112.86
36503	C	6/9/2021	359 XCEL ENERGY 51-5655038-6	\$1,190.25
36504	C	6/9/2021	361 XCEL ENERGY 51-5655039-7	\$180.96
36505	C	6/9/2021	383 XCEL ENERGY 51-5655041-1	\$219.39
36506	C	6/9/2021	519 XCEL ENERGY 51-8242904-3	\$25.37
36507	C	6/9/2021	292 Ziegler	\$74.51
36508	C	6/23/2021	1017 Adam Sandhurst	\$900.00
36509	C	6/23/2021	517 Alex Air Apparatus, Inc	\$721.00
36510	C	6/23/2021	856 Andy Bartkowicz	\$75.00
36511	C	6/23/2021	6 Aramark	\$99.03
36512	C	6/23/2021	981 Arnolds of St Martin	\$119.06
36513	C	6/23/2021	828 Brian Zapzalka	\$650.00
36514	C	6/23/2021	18 C & L Distributing, Inc	\$2,152.70
36515	C	6/23/2021	873 CenturyLink	\$69.08
36516	C	6/23/2021	996 Core & Main LP	\$1,694.38
36517	C	6/23/2021	1057 Craig Ebel	\$850.00
36518	C	6/23/2021	1020 DG Central 1, LLC	\$4,530.40
36519	C	6/23/2021	550 Everything Signs	\$135.00
36520	C	6/23/2021	70 Frito-Lay, Inc	\$38.92
36521	C	6/23/2021	787 Granite City Jobbing Co	\$546.78
36522	C	6/23/2021	89 Handyman's Inc	\$7.47
36523	C	6/23/2021	90 Harry's Frozen Foods	\$117.00
36524	C	6/23/2021	91 Hawkins, Inc	\$380.66
36525	C	6/23/2021	92 Headley Hardware	\$664.08
36526	C	6/23/2021	481 Heggies Pizza	\$170.70
36527	C	6/23/2021	1038 Hertzberg Community Solar LLC	\$2,083.74
36528	C	6/23/2021	1058 Jennifer Hegna	\$23.75
36529	C	6/23/2021	119 Johnson Brothers Liquor Co.	\$1,839.35
36530	C	6/23/2021	333 Kathy O'Hara	\$75.00
36531	C	6/23/2021	1009 Kennedy & Graven, Chartered	\$477.50
36532	C	6/23/2021	1059 Krista Nieland	\$136.95
36533	C	6/23/2021	539 League of MN Cities Ins. Tr/BKLY	\$24,106.00
36534	C	6/23/2021	651 MDH Environmental Hlth Div	\$230.00
36535	C	6/23/2021	911 MN PEIP	\$2,346.81
36536	C	6/23/2021	984 Net V Pro	\$15.00
36537	C	6/23/2021	476 Preferred Controls Corp	\$1,400.00
36538	C	6/23/2021	671 Ripplinger Plumbing	\$797.70
36539	C	6/23/2021	223 S.E.H.	\$1,863.00
36540	C	6/23/2021	750 St Cloud Times #1076	\$30.00
36541	C	6/23/2021	915 Steve Horvath	\$75.00
36542	C	6/23/2021	728 Tri-State Pump & Control, Inc.	\$1,415.00
36543	C	6/23/2021	935 Uline	\$430.70
36544	C	6/23/2021	339 Verizon Wireless	\$114.50
36545	C	6/23/2021	281 Viking Coca Cola Bottling	\$1,210.55
36478	H	6/4/2021	941 Paul Jensen	\$250.00
Total				\$73,962.35