

Public Hearing and Holdingford City Council Meeting
June 8, 2015

Mayor Sue Marstein called the Public Hearing to order at 7:00 p.m.

Present: Lewis Becker, Eric Berscheid, Sue Marstein, Mike Odden, Alan Walz, Sandra Meer, Scott Lange, Robb Berscheid, Keith Hommerding, Pat Meier, Robert Pueringer, Ernie Schmit, Tony Stalberger, and Tim Winter.

Scott Lange from SEH presented the Feasibility Study for 2015 Alley Improvements and reviewed the timeline for the project that includes paving the alley located east of Main Street between Plymouth Street and Cedar Street. Reconstruction would include milling existing pavement, re-grading and laying 3.5 inches of bituminous pavement. The alley would slope from Cedar to Plymouth Street and pavement will tip to the east, then drain to the north. The preliminary assessment was estimated at \$18,750.00 and the commercial properties that abut the alley would be assessed according to their property frontage. Two of five business owners/representatives attend the public hearing. Robb Berscheid of Everything Signs requested that the city take on some of the project costs since the alley is used for more than just for business access. The council has the option to accept the Feasibility Study and do nothing, accept the study and move forward, or reject the study.

Eric Berscheid made a motion to close the public hearing. Mike Odden seconded the motion. Public hearing closed at 7:14 p.m.

Mayor Sue Marstein called the June council meeting to order at 7:15 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, Cory Bengston, Robb Berscheid, Jeremy Freudenrich, Ernie Schmit, and Tim Winter.

Motion to approve consent agenda consisting of claims, checks, electronic transfers and withdrawals, bank reconciliation, minutes of the May 11, 2015 council meeting and May 27, 2015 Special Meeting was made by Eric Berscheid. Motion seconded by Lewis Becker. AIF

Department Reports

Liquor Store report was given by Pat Meier. May gross revenue = \$39,488.67. Expenses = \$34,886.87. YTD lottery = \$1,181.06. Year to date balance = \$8,905.68. May Game Day and Ray Becker Benefit went very well. Cruise Control will play on June 19th for Hometown Happenings, and a bean bag tournament on June 20th for Amber Zapzalka Scholarship Fund will replace the annual softball tournament. The existing freezer is getting a lot more use with the convection oven food items and needs to be replaced. Estimate for a new double door freezer that is NSF rated = \$1831.00. Repairs were done on both alley lights after lightning storm took them out, and ballast/light in women's bathroom needs repair. The cost for band and trailer for Holdingford Daze is \$2,240.00.

Fire Department report was given by Chief Keith Hommerding. There have been 47 calls this year including 29 in the City, six in Krain, five in Brockway, six in Holding and one in Avon Township. Of the 47 calls, three were hazardous condition, three were fire, three were cancelled in route, and 38 were medical.

Training for June has yet to be determined.

Two firefighters will be attending the State Fire Department Association Conference in St Cloud this month.

Dorine Rausch is working on the Emergency Management Plan for the City of Holdingford as well as an Emergency Resource Guide.

Maintenance Report was read by Mayor Sue Marstein. Curbs were painted in No Parking and Handicap areas. Lawns were sprayed for weeds. Kitchen at City Center was cleaned. Heavy rains over the weekend caused issues at the Wastewater Treatment Plant (WWTP). The pumps have been running almost non-stop. Normal flow is 60,000-65,000 gallons/day and it was running up to 300,000 gallons after the rain. Residents need to make sure sump pumps are running outside and not down the sewer which is a major cause of the increased flow. Older lateral service lines running from homes to main sewer line may also be a source for extra water coming into the system, as well as a few clay sewer pipes that are still in place. Installation of SCADA system is in the works.

Concluding from the public hearing, Alan Walz made a motion to accept the 2015 Alley Improvements Feasibility Study and move forward with the project. Mike Odden seconded the motion. AIF

There was discussion on how the project would be assessed. Since a final assessment hearing is required after the work is performed the assessment breakdown was not acted on. Scott Lange will seek bids for the paving project and present at the July council meeting.

Guests

Scott Lange addressed sewer issues: The original sewer line serving Randy Schmidt property and Chad Randall (former Nentl) property was probably constructed by city in late 1960's, as it was the first in that part of Holdingford. After review, Lange recommended the city accept the 6" segment of sewer as public line that runs from the main 8" sewer line to the split into 4" service lines. Randy Schmidt will provide an easement on 15' x 25' area where the 6" sewer line runs. Each resident is liable for 4" segment that runs to homes. Mike Odden made a motion that SEH prepare an easement document for 15' x 25' easement on Randy Schmidt's property to include the 6" sanitary sewer line as a public sewer line. Lewis Becker seconded the motion. AIF

In reference to Everett Olson's issue of the sewer line from his residence that was not installed deep enough and has a slight dip in the line that freezes in the winter, Scott Lange noted that per the city ordinance, the cost related to the construction, operation and maintenance of sanitary sewer service is the responsibility of the property owner. Everett Olson was notified of this finding and was not available to address the council. Issue was postponed until July meeting.

After obtaining general estimates for a shelter/bathroom facility at Veteran's Park, Scott Lange suggested that costs will come in under \$100,000. FEMA funding for the project was available but the city's share of the costs exceeded \$120,000. Lange proposed that a committee be established to review building needs and local funding sources be explored. Mike Odden, Ernie Schmit, Scott Lange and Eric Berscheid will meet on committee.

Reclassification of vacated C.S.A.H. 17 is dependent on survey of abutting property, which has not been received. Lange will address at July meeting when information is complete.

Innovative Power Systems representative was not able to attend the meeting. Issue postponed until next meeting.

Unfinished Business

Mayor Sue Marstein proposed that residents who have experienced a high utility bill due to equipment malfunctions be able to work down their utility bill by helping with city projects. Following discussion, council was not in favor due to too many variables in determining who is eligible and in theory, paying for residents' outstanding utility bills with taxpayers' money.

Two liquor licenses were requested for weekend softball tournaments scheduled for June 26th-28th and July 10th-12th at Cyril Ebnet Ball Field. With the possibility of an additional fall tournament, Lewis Becker made a motion to approve On Sale 3.2 Malt Liquor licenses and waive fees for three, 3-day weekend tournaments hosted through November 2015. Mike Odden seconded the motion. AIF

New Business

Alan Walz made a motion to approve the renewal of On-Sale Liquor license and Sunday On-Sale Liquor license for the American Legion Frank Feia Post 211 for July 1, 2015 through June 30, 2016. Lewis Becker seconded the motion. AIF

Bulk water can be obtained from the city with permission from the City Office or Maintenance Department so it is properly billed. Area businesses have done this in the past. A firefighter had opened up hydrants to fill a truck for an area swimming pool without contacting the city and was relying on information he received from the past city clerk. Approximately 5,000 gallons was used to fill the swimming pool. Mike Odden made a motion for a fine to be implemented for taking water without permission from city hydrants and the pool owner to be billed accordingly. Lewis Becker seconded the motion. AIF

Speed limit signs coming into the city were discussed. A 30 mph speed limit sign should be put up at the city limit near 1039 4th Street. In order for a speed limit sign to be put up on County Road 9 the city would have to request a speed study be done by the county. Mike Odden made a motion to request a speed limit study from Stearns County on County Road 9 going north out of Holdingford. Lewis Becker seconded the motion. AIF

There was discussion on Resolution #15-06-08-1 Establishing Limited Clean-up and Property Protection for Sewer Back-ups and Water Main. Mike Odden made a motion to approve 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 as long as premium is no more than \$500. Alan Walz seconded the motion. Sue Marstein, Mike Odden, Alan Walz voted in favor, Eric Berscheid and Lewis Becker opposed. Following further discussion and questions on the reimbursement limits of the coverage, Mike Odden rescinded his motion. Alan Walz seconded the motion to rescind. AIF

Brian Zapzalka's annual review was submitted. Mike Odden made a motion to approve the step increase from J0-J1 for Maintenance Supervisor Brian Zapzalka's annual review. Eric Berscheid seconded the motion. AIF

Admin Reports

Mayors Report: See end of minutes for full report.

Council Report: Mike Odden noted that internet is now installed at the museum. The curb stop on south end of Main Street that was damaged in March has more damage at ground level and the post needs to be replaced. Webmaster Mike Odden suggested that an online class would be beneficial for office personnel before taking over website maintenance. A posted lunch time for the clerk's office was discussed.

Clerk's Report: Old records and files are being cleaned out according to the Record Retention Schedule adopted by the city. Some records may have historic value for Holdingford Historical Museum so the records will be gone through by members before being disposed of. The audit items are being submitted and worked on. Quotes for extending desk area for the office were requested from four cabinet makers. No quotes received yet.

Announcements

Residents who are delinquent in their utility payments are: Brian Mader, Jayson Burgardt, Matt Philippi, Debra Feld, Roger Jensen, Steven Horvath, Edward Ehrlichman, and Janice Zarbok.

The annual City Cleanup Day will be on June 20th from 8 a.m.-12 noon, located next to the Museum.

Next council work session will be 6:00 p.m. on July 13th before the council meeting. Agenda includes traffic ordinances.

Motion to adjourn was made by Lewis Becker, seconded by Mike Odden. Meeting adjourned at 9:48 p.m.

Respectfully submitted,

Sandra Meer
City Clerk, Holdingford