

Holdingsford City Council Meeting and Public Hearing Minutes June 10, 2019

The Public Hearing was opened for comment at 7:00 p.m. by Mayor Sue Marstein to hear comments and concerns regarding the proposed ordinance changes to include: Zoning Ordinance Section 4 Conditional Uses Subd 3 B. Multi-use facility or other uses determined by the city council to be of the same general character; and Ordinance 52. Water Regulations 52.36 Cross Connection Control. No comments were heard. Robb Berscheid made a motion to close the public hearing. Mike Odden seconded the motion. The hearing was closed at 7:04 p.m.

The Holdingsford City Council meeting was called to order by Mayor Sue Marstein at 7:05 p.m. The pledge of allegiance was recited.

Present: Susan Marstein, Eric Berscheid, Robb Berscheid, Mike Odden, Bob Sanchez, Steve Horvath, Sandra Meer, Julie Warren, Patrick Meier, Dorine Rausch, Scott Lange, Patrick Wier, Katelyn Asfeld, David Hagemann, Jordy and Gary Opatz, Aaron Rudolph, and Gordy Sjaaheim.

Mike Odden made a motion to approve the consent agenda with agenda changes to add Guest David Hagemann, move Opatz Metals building permit from New Business to Guests, add Veteran's Park- Gravel quote under New Business, and approve monthly claims, financial reports, and minutes for the May 13th Council Meeting and Public Hearing. Eric Berscheid seconded the motion. AIF

Department Reports

Liquor Store report was given by Manager Patrick Meier. May gross revenue =\$40,366.98. Expenses =\$35,339.29. Year to date lottery proceeds =\$1,011.00. Year to date balance =\$15,045.08. May was a good month for sales. Reroofing is almost done. Bartender reviews will be completed by next month. Pat met with council members at the work session prior to the council meeting to discuss his upcoming retirement. Robb Berscheid made a motion to post the job opening for the Liquor Store manager's position. Bob Sanchez seconded the motion. AIF

Maintenance Report was given by Lead Supervisor Steve Horvath. Hydrant flushing was completed. Fluoride and bacteria testing was completed on the water system. General maintenance was done on the loader, lawn mower and both trucks. Weeds were sprayed at park and field to control broadleaf. Flushed water tower sediment trap and found less sediment than normal probably due to flushing that was done this winter. Pulled lift station pumps six times in May to clean out and remove "flushable" wipes. Streets were swept. Approximately 82,000 gallons of bio-solids were pumped from the Wastewater Treatment Plant (WWTP) and land applied. Andy Bartkowicz attended Class 4 Bio-Solids training. Flows were restored to the WWTP from a plugged force main line. Met with contractors for the waterline extension to the WWTP and set June 17th as tentative start date. Quotes for stucco repairs are being collected. Preferred Controls helped disconnect three phase power coming into well house since system self-regulates power input and chemical storage is corroding the components.

1,653,000 gallons of well water were pumped. 2,073,000 gallons of wastewater was treated.

Dorine Rausch reported that there have been 51 fire/rescue calls so far this year. She also reported as the city Emergency Manager that the siren at school didn't sound during the monthly test. Granite City Electronics came out and found a blown fuse. Stearns County is working with cities to implement an electronic communication system so they would be notified when emergency sirens don't sound.

Guests

Patrick Wier from Innovative Power Systems (IPS) Solar presented their energy savings program with community solar gardens. IPS has a contract with the Holdingsford School District as well as many other cities and school districts. They built the solar arrays on the east and west side of 1-94 near Collegetown. IPS has a 25 year agreement with Xcel Energy and in turn implements 25 year contracts with entities. There are no upfront costs, panels have 25 year warranty, and city has option for different savings levels. IPS will provide a subscription agreement for the council to consider.

Scott Lange reported on the preconstruction meeting for installing the waterline from the Maintenance Garage to the WWTP and noted that Xcel Energy is looking at replacing the transformer that services the buildings. Sunset Electric will inventory what motors, pumps, and areas would be impacted by the transformer change.

The city well house project is registered on the State MDH list for requesting funds and confirmation may be received by August to know if the city will get funding to add on chemical storage area, redo wiring and repair building/equipment damaged by oxidation.

Scott Lange presented bids for repairing the sewer line under Two Rivers River where a leak was discovered. Bids were received for a 4 foot patch on the 8" sewer pipe as well as a full installation of 8" liner from manhole to manhole which is approximately 150 feet. He recommended installing a full lining versus patching the area. The pipe will be jetted and cleaned then televised before installing the liner and curing it. Quotes for installation of 8" liner from Trenchless Pipe Repair = \$22,175; Ellingson Companies =\$29,900; and Northland Lining=\$18,750. Ellingson Companies quote was higher due to curing process that uses new ultra violet technology to complete curing in about an hour. Other companies cure with hot water which requires bypass pumping and takes about 24 hours to cure. Eric Berscheid made a motion to approve the bid for full installation of 8" liner upon positive recommendation of Northland Lining. If good recommendation is not received, then Trenchless Pipe Repair would be awarded bid. Mike Odden seconded the motion. Following discussion, all voted in favor.

Opatz Metals applied for a building permit for 80'x80' pole building to be located on their property between Main Street and the alley. Pins were set for property lines and a site survey certificate will be submitted to the city. Building plans were provided and setbacks discussed. Eric Berscheid made a motion to approve the building permit for Opatz Metals as long as the building inspector's conditions are met and upon receipt of site certificate. Bob Sanchez seconded the motion. AIF

Trailer park owner, David Hagemann asked the council to forgive sewer charges for winter months prior to time when several leaks were detected and repaired. One trailer has pipes leaking in the walls of the trailer and water was flowing out on the ground. Another trailer had busted drain pipe under the bath tub that was running on the ground. One older trailer had a leak underneath and a fourth leak was discovered after an extension pipe was hit during snow removal. Since the pipe was on a vacant lot it was cut off and sealed underground. The lots are being cleaned up and in doing so seven raccoons were caught in live traps. David asked for forgiveness of 180,000 gallons (about \$1,530) that didn't go into the sewer system but poured out on the ground. The council agreed to consider forgiving the \$1,530 if a payment plan was set up and adhered to. David agreed to make payments of \$2,500 now and \$2,000 on the first of July, and then pay \$1,500 monthly until it's caught up. The council will review in August.

Aaron Rudolph asked for a temporary off-premise license to sell malt liquor (beer) during the tractor pull at Holdingford Daze. Eric Berscheid made a motion to approve Resolution 19-06-10-3 Temporary Off-Premise Liquor Sales. Robb Berscheid seconded the motion. AIF

Unfinished Business

Employee reviews for Liquor Store bartenders will all be submitted at the next council meeting.

Mike Odden made a motion to adopt addition to ordinances, Chapter 52: Water Regulations of 52.36: Cross-Connection Control. Bob Sanchez seconded the motion. AIF

Eric Berscheid made motion to approve addition to Zoning Ordinance Section 4, Subd. 3, Conditional Uses. Mike Odden seconded the motion. AIF

A bid from Opatz Excavating was received for gravel for the parking lot at Veteran's Park as well as sand for the volleyball court. Another estimate will be sought for Class 5 gravel which will be dumped so the Maintenance staff can spread and level.

New Business

Eric Berscheid made a motion to approve 2019-20 liquor license applications for Rudolph's Redneck Roost and the American Legion. Bob Sanchez seconded the motion. AIF

Timing for Safe Routes to School (SRTS) grant improvements were discussed as safety lights need to be installed and easement for SRTS pathway and walking path between the properties on North High Court needs to be completed. Eric Berscheid made a motion to accept Resolution 19-06-10-1 Acceptance of Safe Routes to School Grant Funds. Robb Berscheid seconded the motion. AIF

Mike Odden made a motion to approve Resolution 19-06-10-2 Approving Conditional Use Permit for PIN #13.07886.0028 in Konsor addition. Bob Sanchez seconded the motion. AIF

Park improvements, as part of the LMC safety review were discussed. The Park budget could cover estimated cost of \$1,500 to \$1,900 for gutters on the Wobegon Trailhead bathroom facility. Quotes for sidewalk at Veteran's Park from the shower/bathroom to the parking lot and the playground are being sought. Planting trees next to the fence on the north side of the ball park, installing a dump station, and graveling the parking lot were discussed. More information will be brought to the July meeting.

Residents who are delinquent on their utility payments are: Bill Fellegly \$387.75, Dave Hagemann \$7,801.18, Hyatt House \$1,214.24, Carlena Johnson \$308.03, Walker Neinaber \$386.85, Chris Odden \$383.84, Brenda Rybak \$345.63, James Taylor \$366.33, Will Wolter \$374.47 and Duane Young \$396.85.

Admin Reports

Clerk Sandra Meer noted that the annual audit is in progress but an extension may be needed. Requests for legal counsel will be posted on the League of MN Cities website this month. The July council meeting will be moved to July 15th after Holdingford Daze.

Mayors/Council Discussion notes:

- Main Street re-construction is scheduled for next summer, 2020
- Options for residential sump pump home inspections and compliance will be investigated
- Main Street Beautification Project and moving electrical poles to back alleys is progressing
- Representatives from CMCU and Stearns Bank will be invited to July meeting to compare business banking offers
- Ideas for more regular use of the city softball field are welcome!
- Several raccoons have been sighted in town and residents are reminded not to leave pet food outside
- The handicap parking area on Cedar Street by city hall will be painted blue so vehicles aren't pulling up on the sidewalk

Announcements

Next council meeting: Monday, July 15th at 7:00 p.m.

Mike Odden made a motion to adjourn the meeting. Motion was seconded by Bob Sanchez. Meeting adjourned at 9:31 pm.

Respectfully submitted,

Sandra Meer

City Clerk, Holdingford

MAY 2019	
<u>Department</u>	<u>Gross Pay</u>
General	\$ 5,633.47
Public Works	\$ 8,464.16
Liquor	\$ 6,995.85
Fire	\$
Total	\$21,093.48
2 pay periods ending	
5/10, 5/24	

**City of Holdingford - Equal Opportunity Provider
Accounts Payable Check Register Report - STEARNS BANK
For The Fiscal Periods Range From 2019-5 To 2019-5**

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

Check #	Type	Date	Vendor Name	Amount	Status
34638	C	5/14/2019	704 AFSCME Council 65	\$103.04	C
34639	C	5/14/2019	706 AG Resource Consulting, Inc.	\$28.00	C
34640	C	5/14/2019	328 AllSpec Services, LLC	\$1,032.00	C
34641	C	5/14/2019	691 Allstream	\$216.40	C
34642	C	5/14/2019	924 Belgrade Co-op Association	\$862.46	C
34643	C	5/14/2019	9 Bernick's Pepsi-Cola	\$774.05	C
34644	C	5/14/2019	627 Breakthru Beverage Minnesota	\$1,605.70	C
34645	C	5/14/2019	828 Brian Zapzalka	\$650.00	C
34646	C	5/14/2019	18 C & L Distributing, Inc	\$3,781.00	C
34647	C	5/14/2019	24 Central McGowan, Inc	\$36.41	C
34648	C	5/14/2019	873 CenturyLink	\$65.51	C
34649	C	5/14/2019	48 D & D Beverage	\$244.90	C
34651	C	5/14/2019	926 Eckberg Lammers, P.C.	\$665.00	C
34652	C	5/14/2019	707 F.I.R.E	\$950.00	C
34653	C	5/14/2019	956 Frank Haynes Consulting	\$1,070.00	C
34654	C	5/14/2019	70 Frito-Lay, Inc	\$61.62	C
34655	C	5/14/2019	787 Granite City Jobbing Co	\$471.38	C
34656	C	5/14/2019	85 Granite Water Works	\$117.75	C
34657	C	5/14/2019	90 Harry's Frozen Foods	\$142.50	C
34658	C	5/14/2019	92 Headley Hardware	\$416.84	C
34659	C	5/14/2019	481 Heggies Pizza	\$137.10	C
34660	C	5/14/2019	948 Henry's Foods, Inc	\$948.76	C
34661	C	5/14/2019	101 Holdingford Chamber of Commerce	\$500.00	C
34662	C	5/14/2019	614 Holdingford Gas and Grocery	\$206.99	C
34663	C	5/14/2019	992 Jacqueline Higgins	\$120.00	C
34664	C	5/14/2019	119 Johnson Brothers Liquor C	\$1,315.15	C
34665	C	5/14/2019	963 Karen Booth	\$143.21	C
34666	C	5/14/2019	121 KASM Radio	\$150.00	C
34667	C	5/14/2019	136 League of MN Cities	\$150.00	C
34668	C	5/14/2019	730 Midcontinent Business Solutions	\$233.81	C
34669	C	5/14/2019	905 Midwest Machinery Co	\$70.50	C
34670	C	5/14/2019	189 Murphy Management Consultants	\$2,205.00	C
34671	C	5/14/2019	199 Opatz Metals	\$400.00	C
34672	C	5/14/2019	685 Star Publications, LLC	\$312.75	C
34673	C	5/14/2019	242 Stearns Cty Auditor-Treas	\$2,000.00	C
34674	C	5/14/2019	728 Tri-State Pump & Control, Inc.	\$640.00	C
34675	C	5/14/2019	271 UC Lab	\$1,763.50	C
34676	C	5/14/2019	903 Upper Lakes Foods, Inc.	\$120.76	C
34677	C	5/14/2019	339 Verizon Wireless	\$116.14	C
34678	C	5/14/2019	281 Viking Coca Cola Bottling	\$326.00	C
34679	C	5/14/2019	360 XCEL ENERGY 51-5655037-5	\$1,446.97	C
34680	C	5/14/2019	358 XCEL ENERGY 51-5655040-0	\$3,305.00	C
34681	C	5/14/2019	383 XCEL ENERGY 51-5655041-1	\$702.25	C
34682	C	5/14/2019	519 XCEL ENERGY 51-8242904-3	\$24.38	C

34650	C	5/14/2019	958 Dan Lahr	\$52.78	O
34683	C	5/29/2019	994 AAA State of Play	\$2,940.00	O
34684	C	5/29/2019	6 AmeriPride Linen	\$87.39	O
34685	C	5/29/2019	924 Belgrade Co-op Association	\$43.61	O
34686	C	5/29/2019	9 Bernick's Pepsi-Cola	\$681.60	O
34687	C	5/29/2019	452 Betsy Snyder	\$90.00	O
34688	C	5/29/2019	18 C & L Distributing, Inc	\$3,848.96	O
34689	C	5/29/2019	24 Central McGowan, Inc	\$21.01	O
34690	C	5/29/2019	873 CenturyLink	\$65.51	O
34691	C	5/29/2019	48 D & D Beverage	\$127.50	O
34692	C	5/29/2019	477 Dan Gerads	\$585.72	O
34693	C	5/29/2019	470 Dylan Risberg	\$429.12	O
34694	C	5/29/2019	707 F.I.R.E	\$750.00	O
34695	C	5/29/2019	70 Frito-Lay, Inc	\$96.06	O
34696	C	5/29/2019	316 GERAD'S OIL CO., INC	\$322.27	O
34697	C	5/29/2019	80 Gopher State One-Call, Inc	\$60.00	O
34698	C	5/29/2019	787 Granite City Jobbing Co	\$262.84	O
34699	C	5/29/2019	90 Harry's Frozen Foods	\$124.50	O
34700	C	5/29/2019	481 Heggies Pizza	\$135.40	O
34701	C	5/29/2019	100 Holdingford Booster Club	\$200.00	O
34702	C	5/29/2019	899 Illinois Casualty	\$2,210.00	O
34703	C	5/29/2019	119 Johnson Brothers Liquor C	\$1,404.68	O
34704	C	5/29/2019	122 Keith R. Hommerding	\$429.10	O
34705	C	5/29/2019	553 Melvin Breth	\$622.24	O
34706	C	5/29/2019	181 MN Assoc of Small Cities	\$439.05	O
34707	C	5/29/2019	687 MN Dept Hlth, MDH	\$80.00	O
34708	C	5/29/2019	911 MN PEIP	\$528.81	O
34709	C	5/29/2019	718 Nelson's Septic Service	\$2,285.00	O
34710	C	5/29/2019	198 Opatz Excavating	\$675.00	O
34711	C	5/29/2019	671 Ripplinger Plumbing	\$101.00	O
34712	C	5/29/2019	223 S.E.H.	\$1,941.44	O
34713	C	5/29/2019	234 St Cloud Technical College	\$950.00	O
34714	C	5/29/2019	750 St Cloud Times #1076	\$25.00	O
34715	C	5/29/2019	685 Star Publications, LLC	\$105.00	O
34716	C	5/29/2019	478 Stearns County Recorder	\$46.00	O
34717	C	5/29/2019	242 Stearns Cty Auditor-Treas	\$4,862.75	O
34718	C	5/29/2019	263 Tom's Refuse	\$7,478.50	O
34719	C	5/29/2019	266 Traut Wells	\$110.00	O
34720	C	5/29/2019	903 Upper Lakes Foods, Inc.	\$49.28	O
34721	C	5/29/2019	875 Upsala Motors, Inc	\$1,198.21	O
34722	C	5/29/2019	281 Viking Coca Cola Bottling	\$1,377.65	O
34723	C	5/29/2019	359 XCEL ENERGY 51-5655038-6	\$1,087.04	O
34724	C	5/29/2019	361 XCEL ENERGY 51-5655039-7	\$1,110.49	O
34725	C	5/29/2019	881 Yager's Fire Protection	\$650.00	O
				Cleared	\$30,632.83
				Outstanding	\$40,690.51
				Void	\$0.00