

City of Holdingford
Council Meeting Minutes (Approved)
May 14, 2012

Present at the meeting: Kim Ebnet, Mike Odden, Lloyd Rausch, Susan Marstein, Ernie Schmit, Vicki Statz, Scott Lange, Pat Meier, Keith Hommerding, Gordon Sjaaheim, Larry Hadley, Jeremy Freudenrich, Louise Winkler, Bryan Remer, Richard Majeski, Raul Sanchez, Jessie Ebnet, Jeff Larson, Brian Warzecha.

Mayor Ernie Schmit called the meeting to order at 7:00 p.m.

City auditor, Molly Thompson went over the city's 2011 audit. The city is in compliance with all Federal and State regulations. The city, because of its infrastructure upgrade and the loan and grant dollars it is receiving has to do an additional "single audit" for the federal government. The city is in compliance with this audit as well. The city's revenue and expenditures were very similar with that of 2010 with the exception of our infrastructure upgrade. Motion to accept this audit was made by Sue Marstein, seconded by Lloyd Rausch. AIF

Motion to approve checks was made by Sue Marstein, seconded by Kim Ebnet. AIF

Motion to approve bank reconciliation for April 2012 statements was made by Lloyd Rausch, seconded by Mike Odden. AIF

Motion to approve electronic transfers, debit card purchases was made by Sue Marstein, seconded by Mike Odden. AIF

Motion to approve minutes of the April, 2012 council meeting was made by Sue Marstein, seconded by Kim Ebnet. AIF

Motion to approve the Board of Equalization minutes from April 12, 2012 was made by Kim Ebnet, seconded by Sue Marstein. Voting yes, Kim Ebnet, Sue Marstein, Lloyd Rausch. Abstaining Mike Odden (he was not at this meeting.)

Liquor Store report was given by manager, Pat Meier. Gross revenue for April was \$31,797.40. Gross expenses for the month were \$31,262.03. YTD revenue including lottery is \$4,134.34. Coming events or continuing events for the Liquor Store is Sunday car racing on TV, golf and Twins baseball. Tuesday bingo is being worked out with the Booster Club. The Fire Relief has decided to drop Tuesday Bingo as of the end of March. The L.S. is hoping the Booster Club will be able to begin bingo sometime in May. May 26, there will be a bean bag tournament. Friday's is still \$1 beer.

There is some maintenance work that needs to be done on the Liquor Store; namely, the side door, chimney, roof and roof vent. Pat is currently getting bids on the side door replacement. The chimney fix will be next on the list as is the roof and roof vent.

Fire Department report was given by Keith Hommerding, Fire Chief. There have been 41 calls so far this year. Gambling has been down so not as much money has been donated. The Five Parish youth received \$500 for their outreaches. They are working on some grants. Continuing training is going on with EMS and 1st Responder. Dan Gerads is working on a DNR grant.

Repair of the weather siren up at the water tower is being done. A motor is being worked on. They are sending three people to Alexandria for training in June. The mock crash on May 5 up at the school went very well and was well received by students and parents in attendance.

The Holdingford Fire Department received a Mutual Aid Agreement between St. Stephen and the City of Holdingford. Motion to approve the agreement was made by Mike Odden, seconded by Kim Ebnet. AIF

The Fire Relief would like to hold gambling during Holdingford Daze at the Liquor Store. The city clerk is to write up a resolution to that effect for the June, 2012 meeting for Friday, July 13, 2012 and Saturday, July 14, 2012.

Steve Feldewerd has put in his resignation as a volunteer firefighter effective December 31, 2012.

Maintenance Department report was written up by Jeremy Freudenrich, Maintenance Supervisor. They have purchased a chain saw with safety gear. The M. D. received one quote for seal coating several streets. The council is requesting two more quotes before awarding the bid. They would like to see bids using granite and bids using pea rock.

It was requested that Mayor Ernie Schmit put in his mayor's report that NO BRUSH may be brought to where the mulching area is. The city has no way of getting rid of it, chipping has become too expensive and there is brush pick up every first Friday of the month.

Mayor Ernie Schmit gave his report. See end of minutes for details.

Old Business

Scott Lange reported on the progress of the infrastructure. He took some time talking about the expansion project south of Washington Street. He presented several different scenarios in using up the loan dollars and making use of the grant dollars. The expansion project has been approved by Rural Development. Change Order #4 in the amount of \$420,066.69 was approved on a motion by Kim Ebnet, seconded by Mike Odden. AIF This area consists of Spring Street and Third Street from Washington to Gertrude Streets.

He and Jeff Larson went over the concerns of residents with the landscaping. This will be taken care of in the next several weeks. There will be a walk through by Scott and a couple council members before final okay will be given. The punch list with things left to be done on this first phase has to be completed by June 30, 2012 according to the contract.

The waste water treatment plant has the same deadline for completion, June 30, 2012 with its punch list.

Motion to approve PPE #7 for Larson Excavating in the amount of \$28,676.71 was made by Lloyd Rausch, seconded by Kim Ebnet. AIF

There will be a pre-construction meeting with Scott Lange, Larson Excavating and Mayor Ernie Schmit on Thursday, May 17 at 1 p.m. at city hall.

Restroom upgrade bids for city hall were opened at Scott's office on Tuesday, May 1, 2012 at 11 a.m. Three bid proposals were sent out, two came back. Hommerding Plumbing bid came in at \$4,287.10; Ripplinger Plumbing came in at \$3,750. Motion to accept Ripplinger bid contingent upon RD approval was made by Kim Ebnet, seconded by Sue Marstein. AIF

SEH invoice 255286 for \$707.60 was approved on a motion by Mike Odden, seconded by Lloyd Rausch. AIF

The Wetland Conservation Act for Gerard Wentland, delineation of wetlands, was looked at by the city. Being this land is not within city limits, no action is required by the city.

City ball park was discussed. Community Ed will be having Friday night co-ed league. The Community Ed is requesting that the city pay for having the infield limed, priced at \$700.. Motion to approve this cost was made by Sue Marstein, seconded by Mike Odden contingent upon the city being able to see the books on expenses and revenue for the ball park. AIF

The city will be paying for the electricity at the ball park as well. Maintenance Dept. is to spray for weeds.

Brian Warzecha came before the council and asked if he could put together a ball tournament over Holdingford Daze. He would run it. The city would need to supply the concession stand with the city receiving the revenue over and above the expenses. Concessions would include beer, pop and snacks. There is no Minnesota State liquor license required for selling of 3.2 beer. according to MN Stat 340A.304. The city sets the rules on this. The council gave approval for Brian to go ahead with setting up the tournament.

Picnic tables for the new campground are being made. The city will pay for half of them for a total cost of \$1,012.50. Motion to approve this expenditure was made by Lloyd Rausch, seconded by Sue Marstein. AIF

A contract with Xtratyme from 2011 was never executed. The city clerk received information that there are ten pieces of equipment on our water tower that belong to Xtratyme. There are six pieces of equipment from Stearns Comsis. Discussion was held on what the city would charge Xtratyme for this equipment. Motion made by Mike Odden, seconded by Kim Ebnet to charge what Stearns Comsis is paying the city: \$1,000/month with \$75 for electricity. AIF

New Business

Resolution 12-05-14-01 to allow the Booster Club to hold a raffle at the Cyril Ebnet Softball Field with a drawing on Saturday, June 16, 2012 was approved on a motion by Lloyd Rausch, seconded by Mike Odden. AIF

The work schedule was set for the city wide cleanup day, Saturday, June 16, 2012 from 8 a.m. to 12 noon. Working from 8 – 10 a.m. is Kim and Mike, working from 10 – 12 noon is Ernie, Lloyd, and Sue. A city maintenance person and the city clerk will also be on hand to help with the cleanup.

Election judges approved by the council for the 2012 election cycle on a motion by Lloyd Rausch, seconded by Sue Marstein are: Barb Konsor, Vicki Statz, Jeanette May, Marcy Schmidt, Florence Voss, Diane Konsor, Louise Winkler, Audrey Lange, Kathy Gerads, Kathy O'Hara and Ruth Odden. Voting yes: Lloyd Rausch, Sue Marstein and Ernie Schmit. Abstaining: Mike Odden, Kim Ebnet.

Jeremy Freudenrich anniversary of hiring was May 5, 2012. The council discussed his progress and advancement in getting his Grade C licensure for the WWTP. Motion to give Jeremy a step up was made by Lloyd Rausch, seconded by Sue Marstein. Voting yes: Lloyd Rausch, Sue Marstein, Mike Odden, voting no: Kim Ebnet.

Raul Sanchez came before the council to ask for a variance in replacing his garage. He is expanding the size of his garage. His current one is two feet from his property line and asked the council if he can rebuild on the same spot. Motion to approve this variance as long as Mr. Sanchez gets written approval from his neighbor, David Kuhl was made by Mike Odden, seconded by Sue Marstein. AIF

Lloyd Rausch and Sue Marstein will be attending the Stearns County League of Cities meeting, Tuesday, May 15, 2012 in Waite Park.

Kathleen Murphy, from Murphy Management Consultants sent a proposal for assisting the city in finding a replacement for the current city clerk. Motion to accept her proposal for Step 1, Step 2, and Step 4B with the option of also going with Step 3 and 5 after talking with K. Murphy was made on a motion by Mike Odden, seconded by Lloyd Rausch. AIF The council is requesting meeting with her at the June council meeting.

Motion to move the June council meeting from 7 p.m. to 6:30 p.m. in order to accommodate meeting with Ms Murphy was made by Sue Marstein, seconded by Mike Odden. AIF

Delinquent utility accounts, those in arrears more than 90 days: Jayson Burgardt, Drew Neupert, Mara Glader, Matt Philippi, Mike Becker and Moonshiner's.

Union negotiations for the Maintenance Department are set for Thursday, June 28 at 3:30 p.m. with Mayor Ernie Schmit and council person, Lloyd Rausch along with Shannon Schroeder, union rep and our Maintenance Department.

Clerk Items:

There will be a change on the utility billing. There will be \$1 less charged on garbage and a line added called Fuel Surcharge of \$1. This takes into account the fuel surcharge billed from Tom's Refuse because of high fuel costs.

The city clerk has been called for jury duty from June 4 – 15, so she may be out of the office on any one of those days.

Other Items:

Painting of the crosswalks on Co. Rd. 17 will be done when Stearns County gets the paint in. This request was per Sue Marstein.

The LMCIT refunded to the city \$3,232 for a Workman's Comp Dividend. This is the first year that the League has given back a refund from the workman's comp part of our insurance. This was distributed back to the areas according to the percentage that was paid in.

Kim Ebnet requested that the storm sewer by the model train be filled in before Holdingford Daze. This will be done by the Maintenance Department. This storm sewer is no long needed.

The Maintenance Department is also being asked to trim the trees on the north end of the covered bridge along the Wobegon Trail. The trees are covering up the covered bridge and not being able to see it from Plymouth St.

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

Respectfully submitted,
Victoria R. Statz
City Clerk, Holdingford