

Holdingsford City Council Meeting Minutes May 12, 2014

Mayor Ernie Schmit called the meeting to order at 7:00 p.m. and the pledge of allegiance was recited.

Present: Ernie Schmit, Lewis Becker, Susan Marstein, Mike Odden, Lloyd Rausch, Sandra Meer, Jeremy Freudenrich, Keith Hommerding, Pat Meier, Dorine Rausch, David Blommel, Chris Conrad, Mark Osendorf, Traci Ryan, Eric Berscheid, Rob Berscheid, Tim Berscheid, Amber Seifermann, Gordy Sjaenheim, Tony Stalberger, Edwin Vail, Lewis Walz, Tim Winter, Linda Zapzalka and Gary Zapzalka.

Motion to approve checks, electronic transfers and withdrawals was made by Sue Marstein, seconded by Lewis Becker. AIF

Motion to approve bank reconciliation for April 2014 bank statements was made by Lloyd Rausch, seconded by Sue Marstein. AIF

Motion to approve minutes of April Council Meeting made by Sue Marstein, seconded by Mike Odden. AIF

Motion to approve Special Meeting minutes from April 24, 2014 was made by Sue Marstein, seconded by Lewis Becker with change to update the date of the next special meeting to be May 22nd to review applications for the Maintenance Specialist job opening. AIF

Guests

Gary & Linda Zapzalka asked for approval for a one day liquor license for the seventh annual Amber Zapzalka Softball Tournament. All tournament proceeds go to local scholarships and one scholarship fund has been endowed. Mike Odden made motion to approve a one day liquor license for the Amber Zapzalka Softball Tournament on June 21, 2014. Motion seconded by Sue Marstein. AIF

Traci Ryan of David Drown Associates explained the options for creating a new Tax Increment Financing (TIF) District versus modifying the existing TIF District 3 that was created in June 2013. If the existing district was modified the benefits to the companies involved, Wm. D. Scepaniak and Berkon, would be shortened by one year. Scepaniak's requested a new TIF district, which would be a \$21,000 difference for their business. Berkon also favored the new TIF district and the additional year of tax relief.

Berscheid's are looking at options to either add onto the existing building that houses both Berkon and Everything Signs or find a viable option for a separate building for Everything Signs. Tim Berscheid presented a proposal to build a commercial building on the vacant city lot, if TIF funds would be approved and the City would sell the lot at a reasonable price. Everything Signs needs about 5,000 square feet and the plan included 2,000 square feet of rental space, blacktop parking area and some green space. Mayor Schmit proposed to sell the city lot for \$1.00 and create the TIF district on the condition that Berscheid's cover costs to repair sidewalks along the front and side of lot and blacktop the parking area.

Lloyd Rausch made a motion to approve Resolution 14-5-12-1 to call for a public hearing on June 23, 2014 at 6:30 p.m. to consider establishment of TIF District 4 and proposed business subsidy for Wm. D. Scepaniak, Inc. Mike Odden seconded the motion. AIF

Mark Osendorf from Xcel Energy presented the franchise agreement for natural gas and an updated franchise agreement for electric distribution.

Sue Marstein made motion to approve Ordinance 93B to renew Electric Franchise ordinance for a 20 year agreement. Mike Odden seconded the motion. AIF

Lloyd Rausch made a motion to approve Ordinance 93C, Gas Franchise Ordinance. Lewis Becker seconded the motion. AIF

An informational and sign up session has been set for May 21st at the City Center from 3:00-8:30 p.m. Xcel Energy field reps will be available to work with people to sign up and talk about the conversion process. Deadline to join will be mid-June.

Dave Blommel presented the punch list for the completion of the Street and Utility Project. A retainer is being held until Larson Excavating finishes the 60 items on the final punch list. There have not been many changes from last fall.

Sue Marstein made a motion to grant authorization to SEH to get quotes to finish the project if Larson Excavating does not respond and finish the punch list. Mike Odden seconded the motion. AIF

Lewis Becker made a motion to pay SEH Invoice #280272 for \$5,634.20. Sue Marstein seconded the motion. AIF

Reports

Liquor Store report was given by Pat Meier. Gross profits for March = \$32,977.60. Expenses = \$31,898.73. YTD lottery = \$1,248.68. Pop syrup was ordered to replace canned pop which will be cheaper. Two bands are scheduled for May. Air handler in the ceiling was replaced.

Sue Marstein made a motion to accept bid of \$7,775.00 from Voss Builders to repair the damaged front wall of the Liquor Store. Lloyd Rausch seconded the motion. Upon further discussion the motion was amended to include the bid for \$5,700.00 from Landmark Stucco to finish the entire front of the building. AIF

Fire Department report was given by Chief Keith Hommerding. 28 calls this year to date include three fires, 17 medical, and seven false alarms (good intent) and one unauthorized fire. The department hosted 86 members at the Regional Meeting in April.

New fire fighter, Amber Siefermann was hired and they are working with another applicant. The department would like to thank Rita Solarz for a donation in memory of her husband, Ted that helped purchase a hand held digital blood pressure device. Northern States Supply donated \$150.00 towards a new set of cordless tools that was ordered and came in. The new hose and reel was installed and is operational. The Rescue Unit that the department is using doesn't have a working siren and has many miles on it. CentraCare in Long Prairie has a Rescue Unit for sale that is newer and has fewer miles on it. It would cost approximately \$1,000 to switch out the radio and have the lettering replaced. Mike Odden made a motion to purchase a used 1999 Ford Rescue Unit from CentraCare in Long Prairie and make the necessary upgrades. Lewis Becker seconded the motion. AIF

Training included a pump class last month and hazardous decontamination this month. The Minnesota Training Board has about \$1500.00 designated for training that the department is looking to use for car fire suppression and/or silo extrication training.

The old 1948 Ford fire truck is stored at Larson Excavating and the department members are hoping to restore the truck and requested that it is moved out of storage.

Dorine Rausch reported on upcoming Emergency Management classes and one she has started online.

Maintenance Report was read by Mayor Schmit. The new transducer was ordered for the water tower and should be in this week. In reference to quote from Midsota Manufacturing for a new box plow, it can be ordered by October and would be ready by November for snow. A generator was ordered for the 4th Street Lift Station and will be ready in two weeks. Salt sand was cleaned out of the plow truck and blade taken off. A blown hydraulic line was replaced on the plow truck. A pallet of cold patch was ordered, a large hole on River Street was patched and other areas will be done in the coming weeks. A drinking fountain was installed on the Wobegon Trail Shelter and the building was pressure washed. Sand and rock were hauled for the new playground equipment. A quote was received for repairing the frost heave on 4th Street which is no longer under warranty.

Lloyd Rausch made a motion to accept quote of \$1500.00 from Tri City Paving to repair frost heave on 4th Street. Lewis Becker seconded the motion. AIF

Maintenance was working with Minnesota Rural Water and SEH engineers to find a solution for a suction problem at the Wastewater Treatment Plant. Council requested that curbs be repainted on Main Street and downtown areas to designate parking boundaries by the alley entrances and around corners. Sweeping streets will resume once it dries up. Jerry Winkler will be asked to help out in the interim until a new Maintenance Specialist is hired. Adam Krebs agreed to fill in some weekends for chores if needed.

Opatz Metals offered to provide a dumpster at no charge for the City Cleanup Day in June. They will accept appliances and computer towers. All other cleanup items, tires, mattresses, computer monitors, TV's, etc. would be collected by Tom's Refuse.

Joel Ebnet requested to use the vacant city lot for parking tractors during Holdingford Days. The City Council agreed to allow the vacant city lot be used for parking tractors during Holdingford Daze, July 11-12, 2014, if no development was started.

The new playground equipment was erected and the old horseshoe pit taken out. Concrete and rods were taken up to Larson Excavating for recycling. The Council agreed that one set of horseshoe pits should be set up on the north side of the park and horseshoes can be provided to pavilion renters. Mayor Schmit will follow up on installing horseshoe pits.

Mayor Ernie Schmit gave his Mayors' Report. See end of minutes for details.

Council report-City news blog is now available on the city website. Also noted; a new trailer was moved in the trailer court on the second level and floor remains to be taken out on one demolished trailer on the street level.

Clerk Sandra Meer reported on attending her second year at the Minnesota Municipal Clerks Institute. It is a three year certification program.

Old Business

Ed Vail's property cleanup deadline was May 1, 2014. License on the trailers are up to date. Sue Marstein made a motion to approve Resolution 14-5-12-3 to Approve Abatement of Nuisance Property in regards to clean up of Edwin Vail's property on Gertrude and Third Streets. Mike Odden seconded the motion. AIF

Ed Vail noted two trailers, a vehicle parked on the grass and a fish house that has been for sale most of the winter on neighboring property. A letter will be sent to Arnold Voss to request cleanup.

New Business

The fire department received a \$50 donation from Bob and Debby Warzecha who requested a fund be started to benefit people affected by a tragedy. The Council agreed that the fire department should accept the donation but are not obligated to start a separate fund since the request is too labor intensive and donations designated as such are honored by the department.

Mike Odden made a motion to approve Resolution 14-5-12-2 for Road Closures for Holdingford Daze Events, including the Friday night car show, Saturday parade and street dance. Lewis Becker seconded the motion. AIF

Mike Odden suggested no action be taken on the request by Matt Kuklok to pay for half of the overage on his April utility bill.

Kayla Ebnet submitted a request to fix lights and apply lime on the softball fields before the June tournament. The Council stipulated that softball profits and expenses be reported to the Council and monitored by the City so losses are kept to a minimum. The City had budgeted \$500 for a softball program and bills should be submitted to the City. Mike Odden made motion to fix lights and spread lime on ball field to get it ready for upcoming tournaments. Lloyd Rausch seconded the motion. AIF

League of Minnesota Cities Insurance Trust (LMCIT) is offering Equipment Breakdown coverage for a nominal fee. Following discussion, Lewis Becker made a motion to purchase insurance from LMCIT for Equipment Breakdown coverage. Mike Odden seconded the motion. AIF

Additional notables: Protruding bush on corner of the CR 17 and CR 9 on Mike May's property limits visibility for cars coming off of County Road 9. Stearns County Highway Department will be called.

The Commercial Club is planning to put up signs for downtown businesses and is sponsoring a bean bag tournament for businesses on May 31st.

Holdingford Daze theme is "Rockin' Around Holdingford" Back to the 50's.

An architectural drawing for a 44'x16' storm shelter/bathroom/showers facility at Veterans Park was reviewed. The design was approved and will be turned into FEMA. When grants are approved, bids will be accepted.

Campground welcome sign will be done by Lions for entrance to the campground.

Stearns County Parks Department will be contacted about re-painting the covered bridge and cleaning up deadfall along the Wobegon Trail. The fence by the mill is broken and down.

Sue Marstein will plan to attend the Stearns County Highway Department focus group meeting on June 2nd in Avon.

Louis Walz requested an engineer look at the apron on the sidewalk by his house since it is too high and water flows over it when there is a substantial amount of rain.

Announcements

Residents who are delinquent in their utility payments are: Diane Young, Brian Mader, Jayson Burgradt, Corey Johnson, Minnesota 13, Steve Horvath, Derek Woidyla, Mara Glader and Brandon Cottrell.

Motion to adjourn was made by Sue Marstein, seconded by Lewis Becker. Meeting adjourned at 9:45 p.m.

Respectfully submitted,

Sandra Meer
City Clerk, Holdingford

APRIL 2014	
<u>Department</u>	<u>Gross Pay</u>
General	\$ 5,383.00
Public Works	\$ 6,556.21
Fire	\$.00
Liquor	\$ 6,718.52
Total	\$18,657.73
2 pay periods ending	
4/7, 4/19	

**City of Holdingford - Equal Opportunity Provider
Accounts Payable Check Register Report - STEARNS BANK
For The Fiscal Periods Range From 2014-4 To 2014-4**

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

Check #	Type	Date	Vendor Name	Amount	Status
29920	C	4/9/2014	328 AllSpec Services, LLC	\$1,512.00	C
29921	C	4/9/2014	6 AmeriPride Linen	\$66.72	C
29922	C	4/9/2014	816 Atkinson Well & Pump Ltd	\$2,901.75	C
29923	C	4/9/2014	18 C & L Distributing, Inc	\$3,859.50	C
29924	C	4/9/2014	817 C Emery Nelson, Inc	\$276.91	C
29925	C	4/9/2014	24 Central-McGowan, Inc	\$17.56	C

Check #	Type	Date	Vendor Name	Amount	Status
29926	C	4/9/2014	814 Cruise Control	\$200.00	C
29927	C	4/9/2014	792 CW Technology	\$220.00	C
29928	C	4/9/2014	48 D & D Beer Co.	\$158.30	C
29929	C	4/9/2014	550 Everything Signs	\$54.00	C
29930	C	4/9/2014	552 Finken Water Centers	\$120.00	C
29931	C	4/9/2014	70 Frito-Lay, Inc	\$89.79	C
29932	C	4/9/2014	316 GERAD'S OIL CO., INC	\$183.55	C
29933	C	4/9/2014	80 Gopher State One-Call, Inc	\$8.80	C
29934	C	4/9/2014	787 Granite City Jobbing Co	\$188.76	C
29935	C	4/9/2014	91 Hawkins, Inc	\$4,767.42	C
29936	C	4/9/2014	92 Headley Hardware	\$266.03	C
29937	C	4/9/2014	481 Heggies Pizza	\$134.65	C
29938	C	4/9/2014	614 Holdingford Gas and Grocery	\$264.02	C
29939	C	4/9/2014	691 Integra Telecom	\$265.78	C
29940	C	4/9/2014	117 Jerome Schueler	\$500.00	C
29941	C	4/9/2014	136 League of MN Cities	\$250.00	C
29942	C	4/9/2014	539 League of MN Cities Ins. Tr/BKLY	\$18,540.00	C
29943	C	4/9/2014	553 Melvin Breth	\$73.45	C
29944	C	4/9/2014	730 Midcontinent Business Solutions	\$138.55	C
29945	C	4/9/2014	161 Mike Odden	\$75.00	C
29946	C	4/9/2014	170 MN Dept of Health	\$462.00	C
29947	C	4/9/2014	495 MN Trails	\$162.00	C
29948	C	4/9/2014	207 Postmaster	\$102.00	C
29949	C	4/9/2014	697 Randall J. Radziej	\$2,343.75	C
29950	C	4/9/2014	216 Reichert, Wenner,Koch	\$300.00	C
29952	C	4/9/2014	234 St Cloud Technical College	\$350.00	C
29953	C	4/9/2014	750 St Cloud Times #1076	\$24.00	C
29954	C	4/9/2014	685 Star Publications, LLC	\$17.25	C
29955	C	4/9/2014	242 Stearns Cty Auditor-Treas	\$250.00	C
29956	C	4/9/2014	543 Tim Haussner	\$450.00	C
29958	C	4/9/2014	271 UC Lab	\$1,380.00	C
29959	C	4/9/2014	724 Unity Family Clinics	\$145.00	C
29960	C	4/9/2014	386 USA Bluebook	\$376.54	C
29961	C	4/9/2014	339 Verizon Wireless	\$53.27	C
29962	C	4/9/2014	384 XCEL ENERGY 51-336-4 & 8	\$16.54	C
29963	C	4/9/2014	359 XCEL ENERGY 51-5655038-6	\$1,082.06	C
29964	C	4/9/2014	361 XCEL ENERGY 51-5655039-7	\$863.49	C
29965	C	4/9/2014	358 XCEL ENERGY 51-5655040-0	\$2,370.78	C
29966	C	4/23/2014	704 AFSCME Council 65	\$289.77	C
29967	C	4/23/2014	6 AmeriPride Linen	\$54.83	C
29968	C	4/23/2014	9 Bernick's Pepsi-Cola	\$1,324.65	C
29969	C	4/23/2014	507 Blue Cross Blue Shield of Minnesota	\$3,146.00	C
29970	C	4/23/2014	786 Brandon Cottrell	\$216.96	C
29971	C	4/23/2014	18 C & L Distributing, Inc	\$4,368.45	C
29973	C	4/23/2014	48 D & D Beer Co.	\$84.00	C
29974	C	4/23/2014	405 DVS Renewal	\$52.00	C
29975	C	4/23/2014	52 E. A. Sween Company	\$35.20	C
29976	C	4/23/2014	70 Frito-Lay, Inc	\$93.92	C
29977	C	4/23/2014	787 Granite City Jobbing Co	\$853.28	C
29979	C	4/23/2014	481 Heggies Pizza	\$146.80	C
29980	C	4/23/2014	574 Jeremy Freudenrich	\$119.99	C
29981	C	4/23/2014	819 MedSupplier.com	\$662.98	C
29982	C	4/23/2014	820 Northern States Supply	\$366.97	C
29983	C	4/23/2014	208 Principal Financial Group	\$609.23	C
29984	C	4/23/2014	750 St Cloud Times #1076	\$24.00	C
29985	C	4/23/2014	242 Stearns Cty Auditor-Treas	\$316.00	C
29986	C	4/23/2014	258 The Nut Man	\$117.00	C
29987	C	4/23/2014	804 Toshiba Financial Services	\$99.12	C
29989	C	4/23/2014	276 United Systems Technology	\$240.00	C
29990	C	4/23/2014	339 Verizon Wireless	\$92.97	C
29991	C	4/23/2014	281 Viking Coca Cola Bottling	\$1,851.60	C
29992	C	4/23/2014	627 WirtzBM Wine and Spirits, Inc	\$633.70	C
29993	C	4/23/2014	796 XCEL ENERGY 51-10028448-1	\$12.40	C
29994	C	4/23/2014	288 XCEL ENERGY 51-4196971-1	\$11.60	C
29995	C	4/23/2014	714 XCEL ENERGY 135920-8 marquee	\$54.50	C
29996	C	4/23/2014	384 XCEL ENERGY 51-336-4 & 8	\$196.39	C
29997	C	4/23/2014	519 XCEL ENERGY 51-8242904-3	\$16.50	C
29951	C	4/9/2014	818 Smok N Guns Band	\$950.00	O
29957	C	4/9/2014	267 Tri-County Septic Service	\$495.00	O
29972	C	4/23/2014	21 Central MN. Alarms, Inc.	\$80.16	O
29978	C	4/23/2014	90 Harry's Frozen Foods	\$273.50	O
29988	C	4/23/2014	267 Tri-County Septic Service	\$125.00	O
				Cleared	\$61,972.03
				Outstanding	\$1,923.66
				Void	\$0.00