

Holdingford City Council Meeting (Unapproved)
 October 12th, 2021

The Holdingford City Council meeting was called to order at 7:00 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, Scott Lange, Ryan Schmidt and Matt Spies.

Robb Berscheid made a motion to approve the consent agenda to include minutes of the September 13th, 2021, Council meeting, Sheriff Report, submitted monthly claims and financial reports. Eric Berscheid seconded the motion. All voted in favor.

Guests

Ryan Schmidt from Schlenner Wenner reviewed the 2020 audit. He reported that the audit went smoothly and nothing unusual was noted.

Matt Spies expressed concerns about the trailer park. Council heard his concerns.

Department Reports

Liquor Store report was given by Clerk Jenn Hegna. September Revenue \$25,295.94. September expenses \$35,334.92. E-tabs and pull tabs = \$2,424.00. Bar Bingo is on Wednesday nights. There will be bands on October 9th and 16th. A lead bartender was hired.

Fire Department report was given by Clerk Jenn Hegna. Total calls for this year are 144. 9 fire calls, 127 medical calls, 5 Good Intent, 2 false alarm calls and 1 weather call. 84 calls were in the city of Holdingford, 43 in Holding Township, 8 in Krain Township, 7 in Brockway Township, 1 in Avon Township and 1 in Two Rivers Township. The Fire Department had an open house on 10/7 and hosted Kindergarten Day on 10/8, both activities went well.

Steve Horvath gave the Maintenance Department report. In September, they had the city plow truck DOT inspected and it was determined the truck needed new front tires. The annual Tri- Halomethanes and Haloacetic acid samples were completed, they also completed the jetting of sewers for the southern 1/3 of the city and school. Nelson's Septic was hired to televise the clay sewer lines from the school to the 500 block of River Street, they identified a blockage which was determined to be small chunks of concrete. This is not blocking the flow but made jetting difficult. Minnesota Department of Health did the first round to diquat and endothall sampling in water system (herbicides) and they will do the second round of testing on October 20th. The Maintenance Department completed the bi-annual flow meter calibration. Traut Wells inspected the water wells and Lange Trenching fixed the protruding gate valve in the side walk by the Fire Department. 84,000 gallons of bio solids were applied to the land. Steve reported that the bagger for the lawnmower will not arrive for a while as production of that equipment is backed up. Arnolds will lend the city a bagger for a week to collect leaves at city parks and property. In October, the Maintenance Department will collect the leaves at city parks and property, start with demolition of parts of the well house chlorine structure and prepare equipment for winter. 2,565,000 gallons of well water were pumped. 1,393,000 gallons of wastewater was treated.

Scott Lange, City Engineer, updated the Council on the Main Street project and it was decided move forward with the sanitary sewer lining. Scott provided two quotes to build a chlorine storage addition to the Well House. Eric Berscheid made a motion to move forward with the St. Rosa's quote based on the estimate. Robb Berscheid seconded the motion. All in favor. Scott spoke about Safe Routes to School. MNDOT approved the plan to add a removable bollard and modify the gate to allow a 6 foot opening in the pedestrian road to meet ADA standards. Scott spoke about the School Crosswalk Flasher Replacement and reported that it has been ordered, he estimates another 4 weeks until arrival. Scott decided to table the decision of the drainage concern on Plymouth Street. Scott reported to the council about a meeting with the Minnesota Pollution Control Agency, Minnesota Department of Health and Holdingford City staff on 10/4/21. This meeting was to discuss chloride levels and the Waste Water Treatment Plant permit. The state is requesting that many cities throughout the state reduce their chloride levels that are released into the plant water source. Chloride in the sewer system is from water softeners in the homes. There will be another meeting on 10/18/21 with City Staff and SEH to talk about variance options.

Unfinished Business

Mike Odden made a motion to accept the updated contract with Xtratyme. This contract will be effective for 5 years. Eric Berscheid seconded the motion. All in Favor.

New Business

There was a discussion about the pavement in the Alley by 101 4th street. The Maintenance Department will patch 3 spots.

Mayor Sue Marstein made a motion to approve Resolution 21-10-12-1 Accepting Donation of Bicycle sculpture to be located at the Lake Woebegon Trail head. Mike Odden seconded the motion. All in favor. Thank you to Jeff Ebnet.

Mike Odden made a motion to accept the 2022 Contract for Police Services. Robb Berscheid seconded. All in favor.

Council received 3 building permits that the Planning and Zoning Committee recommended for approval. Eric Berscheid made a motion to approve Building Permit #9 for a handicap ramp. Mike Odden seconded. All in favor. Eric Berscheid made a motion to approve Building Permit #10 for the City's Well house improvements. Seth Young seconded. All in favor. Seth Young made a motion to approve Building permit #11 for Berkon Outdoors addition. Robb Berscheid seconded. All in favor. Eric Berscheid abstained from the vote. There was much discussion about the building permit application process and changes to improve it.

Admin Reports

Mayors/Council Discussion notes:

- Fourth Street- Data was requested from the electronic speed sign.
- The wooden "Holdingford" sign that is placed on school property was damaged during a storm. Eric Berscheid made a motion to replace the sign with a new sign if insurance will cover delivery and install. Robb Berscheid seconded the motion. All in favor.
- Council received and reviewed the summary letter for the 2021 summer programs.
- Council received and reviewed a letter recognizing Senator Jeff R. Howe for being selected as a League of Minnesota Cities Legislator of Distinction.
- Thank you to the Holdingford American Legion Post 211 for donating an American Flag to be flown at City Hall.
- The Holdingford Lions will be planting Maple Trees at the city park.
- There was a complaint about excess the dirt on Main Street.
- Council discussed allowing chickens in town. It was determined not to make a change to the Farm Animal Ordinance. Chickens and other farm animals are not allowed within city limits.

Residents who are delinquent on their utility payments are: Dave Hagemann \$2,379.02, Hyatt House \$2,378.14, Jesse & Carlana Johnson \$696.29 and Duane Young \$488.54.

Clerks Notes:

- The Clerk reported that the earliest a dump station can be installed at the park is April 2022. The Department of Labor and Industry will need to approve the plans.
- The Clerk reported that there was an insurance increase for the Minnesota Public Employees Insurance Program.

Announcements

Next council meeting: Monday, November 8th at 7:00 p.m. at City Hall, there will be two Public Hearings starting at 7:00 p.m.

Robb Berscheid made a motion to adjourn the meeting. Motion was seconded by Eric Berscheid. AIF
Meeting adjourned at 10:19 p.m.

Respectfully submitted,
Jenn Hegna
City Clerk-Treasurer, Holdingford

September 2021	
Department	Gross Pay
General	\$ 7,129.88
Public Works	\$ 8,443.34
Fire / EM	
Liquor	\$ 6,131.81
Total	\$21,705.03
2 pay periods ending	
9/10 & 9/24	

Accounts Payable Check Register Report
For The Date Range From 9/1/2021 To 9/30/2021

Check ID	Type	Date	Vendor	Name	Amount	Status
36699	C	9/14/2021	704	AFSCME Council 65	\$102.56	C
36701	C	9/14/2021	856	Andy Bartkowicz	\$107.10	C
36702	C	9/14/2021	6	Aramark	\$108.18	C
36703	C	9/14/2021	9	Bernick's Pepsi-Cola	\$1,185.46	C
36704	C	9/14/2021	828	Brian Zapzalka	\$650.00	C
36705	C	9/14/2021	18	C & L Distributing, Inc	\$8,065.69	C
36706	C	9/14/2021	24	Central McGowan, Inc	\$70.00	C
36707	C	9/14/2021	787	Granite City Jobbing Co	\$888.76	C
36708	C	9/14/2021	85	Granite Water Works	\$215.00	C
36709	C	9/14/2021	340	HACH COMPANY	\$531.00	C
36710	C	9/14/2021	90	Harry's Frozen Foods	\$73.00	C
36711	C	9/14/2021	92	Headley Hardware	\$310.14	C
36713	C	9/14/2021	614	Holdingford Gas and Grocery	\$308.69	C
36714	C	9/14/2021	1062	Isaac Hubbard	\$2,200.00	C
36715	C	9/14/2021	119	Johnson Brothers Liquor Co.	\$1,087.89	C
36716	C	9/14/2021	524	Knife River	\$1,383.00	C
36717	C	9/14/2021	136	League of MN Cities	\$970.00	C
36718	C	9/14/2021	456	MDH Public Water Supply Unit	\$23.00	C
36719	C	9/14/2021	730	Midcontinent Business Solutions	\$334.97	C
36720	C	9/14/2021	917	Mike Schmidt	\$36.29	C
36721	C	9/14/2021	638	MN DNR	\$43.65	C
36722	C	9/14/2021	174	MN Mayors Assn	\$30.00	C
36723	C	9/14/2021	911	MN PEIP	\$1,766.07	C
36724	C	9/14/2021	207	Postmaster	\$120.00	C
36725	C	9/14/2021	872	Precise Ice, Inc.	\$330.00	C
36726	C	9/14/2021	465	Sandra Meer	\$418.50	C
36727	C	9/14/2021	237	St Rosa Lumber, Inc	\$791.63	C
36728	C	9/14/2021	685	Star Publications, LLC	\$257.12	C
36729	C	9/14/2021	242	Stearns Cty Auditor-Treas	\$7,315.00	C
36730	C	9/14/2021	915	Steve Horvath	\$84.00	C
36731	C	9/14/2021	263	Tom's Refuse	\$6,449.71	C
36732	C	9/14/2021	804	Toshiba Financial Services	\$155.96	C
36733	C	9/14/2021	728	Tri-State Pump & Control, Inc.	\$850.00	C
36734	C	9/14/2021	271	UC Lab	\$1,090.50	C
36735	C	9/14/2021	875	Upsala Motors, Inc	\$23.84	C
36736	C	9/14/2021	339	Verizon Wireless	\$114.29	C
36737	C	9/14/2021	281	Viking Coca Cola Bottling	\$728.00	C
36738	C	9/14/2021	360	XCEL ENERGY 51-5655037-5	\$1,242.25	C
36739	C	9/14/2021	359	XCEL ENERGY 51-5655038-6	\$1,036.80	C
36740	C	9/14/2021	361	XCEL ENERGY 51-5655039-7	\$42.66	C
36741	C	9/14/2021	383	XCEL ENERGY 51-5655041-1	\$53.55	C
36742	C	9/14/2021	519	XCEL ENERGY 51-8242904-3	\$48.41	C
36700	C	9/14/2021	691	Allstream	\$235.79	O
36712	C	9/14/2021	841	Holdingford CC Fireworks Account	\$2,300.00	O
36743	C	9/28/2021	691	Allstream	\$241.72	O
36744	C	9/28/2021	856	Andy Bartkowicz	\$75.00	O
36745	C	9/28/2021	9	Bernick's Pepsi-Cola	\$171.95	O
36746	C	9/28/2021	627	Breakthru Beverage Minnesota	\$518.13	O
36747	C	9/28/2021	18	C & L Distributing, Inc	\$3,987.25	O
36748	C	9/28/2021	873	CenturyLink	\$68.99	O
36749	C	9/28/2021	814	Cruise Control	\$350.00	O
36750	C	9/28/2021	48	Dahlheimer Beverage	\$385.00	O
36751	C	9/28/2021	1020	DG Central 1, LLC	\$3,920.42	O
36752	C	9/28/2021	53	Ecolab	\$91.73	O
36753	C	9/28/2021	787	Granite City Jobbing Co	\$618.94	O
36754	C	9/28/2021	90	Harry's Frozen Foods	\$102.00	O
36755	C	9/28/2021	91	Hawkins, Inc	\$662.94	O
36756	C	9/28/2021	1038	Hertzberg Community Solar LLC	\$2,244.77	O
36757	C	9/28/2021	119	Johnson Brothers Liquor Co.	\$895.24	O
36758	C	9/28/2021	1063	K M Fire Pump Specialists	\$512.50	O
36759	C	9/28/2021	333	Kathy O'Hara	\$75.00	O
36760	C	9/28/2021	1064	Milton Eiden	\$109.96	O
36761	C	9/28/2021	718	Nelson's Septic Service	\$675.00	O
36762	C	9/28/2021	984	Net V Pro	\$15.00	O
36763	C	9/28/2021	476	Preferred Controls Corp	\$300.32	O
36764	C	9/28/2021	223	S.E.H.	\$1,108.00	O
36765	C	9/28/2021	750	St Cloud Times #1076	\$35.00	O
36766	C	9/28/2021	242	Stearns Cty Auditor-Treas	\$2,000.00	O
36767	C	9/28/2021	915	Steve Horvath	\$75.00	O
36774	C	9/28/2021	263	Tom's Refuse	\$6,465.71	O
36775	C	9/28/2021	276	Vadim Municipal Software Inc	\$2,916.71	O
36776	C	9/28/2021	281	Viking Coca Cola Bottling	\$554.40	O
36777	C	9/28/2021	360	XCEL ENERGY 51-5655037-5	\$1,138.51	O
36778	C	9/28/2021	359	XCEL ENERGY 51-5655038-6	\$26.33	O
Cleared					\$41,642.67	
Outstanding					\$32,877.31	
Void					\$0.00	