

Holdingford City Council Meeting (Unapproved)
September 9, 2013

Mayor Ernie Schmit called the regular monthly meeting of the Holdingford City Council to order at 7:00 p.m. The pledge of allegiance was recited.

Present: Lewis Becker, Susan Marstein, Lloyd Rausch, Ernie Schmit, Sandra Meer, Keith Hommerding, Pat Meier, Dorine Rausch, David Blommel, Gordy Sjaaheim, Louise Winkler, Ed Vail and Greg Breth.

Absent: Mike Odden

After review and clarifications on claims, a motion to approve checks was made by Sue Marstein, seconded by Lewis Becker. AIF Council members requested a cost evaluation comparison for Xcel Energy utility bills, since rates have increased substantially.

Motion to approve electronic transfers & debit card purchases was made by Lloyd Rausch, seconded by Sue Marstein. AIF

Motion to approve bank reconciliation for August 2013 statements was made by Lloyd Rausch, seconded by Lewis Becker. AIF

Motion made by Sue Marstein to approve minutes of the August 2013 council meeting to include correction of minutes to read: "Last year the City *was given a guesstimate* of \$100,000 for a shower-bath house..." Motion seconded by Lloyd Rausch to approve August 2013 meeting minutes as amended. AIF

Reports

Municipal Liquor Store report was given by Pat Meier. Gross revenue for August was \$39,535.37 with expenses of \$25,080.84. YTD lottery is \$2,658.39. Net = \$13,480.09. Quote for new furnace and installation was \$2,500 from Hommerding Plumbing, Heating & Air Conditioning. Council liaisons, Sue Marstein and Lewis Becker met with manager, Pat Meier to discuss profit/loss, customer service and training for bartenders. New county requirements for food safety training need to be completed by all bartenders.

Regarding the damage to the front of the Liquor Store; the extent of structural damage is unknown and should be determined before quotes are sought. A structural engineer will be contacted before quotes for repairs are sought. Greg Breth gave estimates of \$9.50-\$26.00 per square foot for stucco/brick/stone, but was reluctant to give a full quote for repair since extent of damage is unknown and contractor liability would be a major consideration.

The Council inquired about collections on two outstanding checks from 2011-2012. Pat Meier noted that they will be collected before October meeting.

Fire Department report was given by Keith Hommerding. Gambling income has been low.

There has been 43 calls this year to date: six fire, 33 medical, two good intent, one false alarm and one carbon monoxide alarm.

The department is continuing to look for new members and currently has two openings on the squad.

The final numbers are being collected for the FEMA grant. A \$2,000 matching grant for hoses and turnout gear was received from the Department of Natural Resources.

The seals on one water truck pump need to be replaced and two quotes will be obtained

Training this month will be an in-house medical refresher. A PERA (Public Employees Retirement Association) representative will be meeting with personnel on Thursday, September 12th at 6:30p.m. at City Hall to discuss retirement benefits and options.

The emergency siren was mounted on the pole and was heard during a severe weather alert last week. The control panel was not working correctly and needed repair.

Emergency Management expenses for Dorine Rausch should be separated from her other duties. Since townships don't benefit, they do not need to share the cost.

Maintenance report was read by Mayor Schmit. Two fire hydrants were replaced on River Street by the high school and Jensen residence. A two foot extension was purchased and installed on the hydrant near Jensen residence. Veteran's Park was prepped for Community Picnic day. Sprinkler heads were repaired at the ball field after Community Picnic due to cars parking on the field. Hanger bracket was purchased and installed on the mower deck on the JD 1445. Batteries were purchased for the emergency siren that was put up by Sunset Electric. Mercury samples were taken on effluent at the Waste Water Treatment Plant.

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

Old Business

Opatz Metals is willing to donate money to put in a splash pad at Veteran's Park. It would be similar to the splash pad at Ochotto Park in Avon. Council inquired about regulations for splash pads and additional liability insurance for the city. Council members would like to look at Avon Splash Pad, check on regulations and liability, and accept donation at next meeting.

Ed Vail is waiting to get survey of property then will talk to building inspector regarding a shed that he is planning to erect on his property. A letter of concern from resident Florence Voss regarding neighboring property values was received and reviewed by the Council. The Council noted that visible progress needs to continue in the clean-up effort on this property.

The Maintenance Department identified 13 properties in the City that have unlicensed vehicles and accumulated junk. Unlicensed vehicles and accumulated junk are in violation of City Ordinance(s) 92.18, 92.19 and 92.20. Lloyd Rausch made a motion to send notice to the identified property owners who have unlicensed vehicles and accumulated junk that they have 30 days to get in compliance with the City Ordinance. Sue Marstein seconded the motion. AIF

Residents noted that brush pickup on the first Friday of the month was sporadic. Tom's Refuse will be notified.

New Business

Two quotes for a new copier lease were reviewed and discussed. The lease on the present copier expired a year ago. Sue Marstein made a motion to accept the quote from Toshiba Business Solutions that offers a five year lease through the State's Cooperative Purchasing Venture program. Lewis Becker seconded the motion. AIF

The budget line items were reviewed for fiscal year 2014. Mayor Schmit noted that taxes haven't been raised since 2002. The City will also be receiving more Local Government Aid from the State than in previous years when LGA cuts were made by the legislature. Sue Marstein made a motion to certify the levy to the County in the amount of \$256,663.00. Lewis Becker seconded the motion. AIF

Following discussion, Lloyd Rausch made a motion to accept the preliminary budget of \$1,325,662 in revenue and \$1,257,304 in expenses, to include recommendations for \$68,357 of unbudgeted funds. Recommendations for the unbudgeted amount included planning for exterior repair work at the City Center, repairs on Main Street and sidewalks, paving of two alleys, long term planning for replacement of maintenance equipment, building storage, and seal coating streets. Sue Marstein seconded the motion. AIF
The final budget will be certified to Stearns County in December.

As a result of the 2013 legislative session, cities will be exempt from sales tax starting January 2014. The State requires that cities estimate the amount of taxes saved and give notice to taxpayers. The City of Holdingford estimated savings of \$7,700. Lewis Becker made a motion to set the truth-in-taxation meeting for 7:00p.m. at the December 9th City Council Meeting to give the public an opportunity to speak on the budget and levy. Lloyd Rausch seconded the motion. AIF

Sue Marstein made a motion for clerk to attend the Regional Meeting in Ashby on Wednesday, September 25th. Lloyd Rausch seconded the motion. AIF

Lloyd Rausch made a motion for interested council members to attend the League of Minnesota Cities Regional Meeting in Sartell on Thursday, October 24th. Lewis Becker seconded the motion. AIF

Past due utility notices were sent to Brian Mader, Ed Vail, Jayson Burgardt, Kevin Feia, Steve Horvath, David Hageman, Edward Ehrlichman, Minnesota 13, Michael Becker, Jayme Opatz, Mike Byland, Jesse Johnson, Pat Rooney and Hyatt House.

Two items noted from Maintenance Department: spraying weeds in the parks was done; wood posts around the Lake Wobegon Trailhead parking lot are rotting, could possibly be replaced with lighted posts at a cost of \$1,200/post.

Sue Marstein made a motion to replace the old furnace at the Municipal Liquor Store with propane furnace from Hommerding Plumbing, Heating & Air Conditioning.. Lewis Becker seconded the motion. AIF

Next council meeting will be on Tuesday, October 15th since Monday, October 14th is Columbus Day, a legal holiday.

Motion to adjourn was made by Lewis Becker and seconded by Lloyd Rausch. Meeting adjourned at 8:55 p.m.

Respectfully submitted,

Sandra Meer
City Clerk, Holdingford

AUGUST	
<u>Department</u>	<u>Gross Pay</u>
General	\$ 4,750.89
Public Works	\$ 6,406.36
Fire	\$.00
Liquor	\$ 6,477.87
Total	\$ 17,635.12
2 pay periods ending	
8/12, 8/26	

City of Holdingford - Equal Opportunity Provider
For The Fiscal Periods Range From 2013-8 To 2013-8
For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated

Check #	Type	Date	Vendor Name	Amount	Status
29307	C	8/9/2013	328 AllSpec Services, LLC	\$5,987.55	C
29308	C	8/9/2013	18 C & L Distributing, Inc	\$1,394.35	C
29309	C	8/9/2013	22 Central Hydraulics	\$576.53	C
29310	C	8/9/2013	24 Central-McGowan, Inc	\$80.74	C
29311	C	8/9/2013	48 D & D Beer Co.	\$210.00	C
29312	C	8/9/2013	542 Environmental Equipment & Services	\$265.73	C
29313	C	8/9/2013	70 Frito-Lay, Inc	\$79.84	C
29314	C	8/9/2013	80 Gopher State One-Call, Inc	\$10.15	C
29315	C	8/9/2013	787 Granite City Jobbing Co	\$670.22	C
29316	C	8/9/2013	81 Granite Electronics, Inc	\$35.00	C
29317	C	8/9/2013	92 Headley Hardware	\$738.16	C
29318	C	8/9/2013	614 Holdingford Gas and Grocery	\$303.50	C
29319	C	8/9/2013	117 Jerome Schueler	\$500.00	C
29320	C	8/9/2013	119 Johnson Brothers Liquor C	\$2,950.86	C
29321	C	8/9/2013	730 Midcontinent Business Solutions	\$233.54	C
29322	C	8/9/2013	161 Mike Odden	\$75.00	C
29323	C	8/9/2013	801 Minnesota/Wisconsin Playground	\$1,599.97	C
29324	C	8/9/2013	176 MN Rural Water Assn	\$260.00	C
29325	C	8/9/2013	207 Postmaster	\$145.00	C
29326	C	8/9/2013	685 Star Publications, LLC	\$568.65	C
29327	C	8/9/2013	263 Tom's Refuse	\$5,257.38	C
29328	C	8/9/2013	637 Tony Stalberger	\$25.43	C
29329	C	8/9/2013	514 Tri-City Paving, Inc.	\$12,300.00	C
29330	C	8/9/2013	271 UC Lab	\$1,491.00	C
29331	C	8/9/2013	386 USA Bluebook	\$265.91	C
29332	C	8/9/2013	339 Verizon Wireless	\$53.21	C
29333	C	8/9/2013	281 Viking Coca Cola Bottling	\$1,048.00	C
29334	C	8/9/2013	360 XCEL ENERGY 51-5655037-5	\$686.95	C
29335	C	8/9/2013	358 XCEL ENERGY 51-5655040-0	\$2,899.71	C
29336	C	8/28/2013	582 Aggressive Masonry Inc	\$585.00	O

Check #	Type	Date	Vendor Name	Amount	Status
29337	C	8/28/2013	6 AmeriPride Linen	\$71.25	O
29338	C	8/28/2013	9 Bernick's Pepsi-Cola	\$608.20	O
29339	C	8/28/2013	507 Blue Cross Blue Shield of Minnesota	\$2,764.00	O
29340	C	8/28/2013	18 C & L Distributing, Inc	\$3,337.40	O
29341	C	8/28/2013	792 CW Technology	\$528.23	O
29342	C	8/28/2013	34 D & D Auto Repair, Inc.	\$639.96	O
29343	C	8/28/2013	477 Dan Gerads	\$62.09	O
29344	C	8/28/2013	40 David Drown Associates	\$7,385.32	O
29345	C	8/28/2013	52 E. A. Sween Company	\$160.08	O
29346	C	8/28/2013	550 Everything Signs	\$88.09	O
29347	C	8/28/2013	70 Frito-Lay, Inc	\$76.48	O
29348	C	8/28/2013	331 GENERAL REPAIR SERVICE	\$2,628.51	O
29349	C	8/28/2013	787 Granite City Jobbing Co	\$685.95	O
29350	C	8/28/2013	90 Harry's Frozen Foods	\$636.50	O
29351	C	8/28/2013	91 Hawkins, Inc	\$1,360.68	O
29352	C	8/28/2013	481 Heggies Pizza	\$243.85	O
29353	C	8/28/2013	107 Holdingford Fire Relief Assn	\$370.00	O
29354	C	8/28/2013	691 Integra Telecom	\$302.76	O
29355	C	8/28/2013	447 Marco, Inc	\$136.37	O
29356	C	8/28/2013	495 MN Trails	\$162.00	O
29357	C	8/28/2013	431 MPCA	\$630.00	O
29358	C	8/28/2013	208 Principal Financial Group	\$609.23	O
29359	C	8/28/2013	225 Schlenner, Wenner & Co	\$800.00	O
29360	C	8/28/2013	451 Servocal Instruments, Inc	\$300.00	O
29361	C	8/28/2013	750 St Cloud Times #1076	\$24.00	O
29362	C	8/28/2013	230 St Paul Stamp Works, Inc	\$75.98	O
29363	C	8/28/2013	258 The Nut Man	\$91.00	O
29364	C	8/28/2013	514 Tri-City Paving, Inc.	\$510.00	O
29365	C	8/28/2013	724 Unity Family Clinics	\$145.00	O
29366	C	8/28/2013	339 Verizon Wireless	\$91.85	O
29367	C	8/28/2013	281 Viking Coca Cola Bottling	\$923.50	O
29368	C	8/28/2013	627 WirtzBM Wine and Spirits, Inc	\$1,271.30	O
29369	C	8/28/2013	796 XCEL ENERGY 51-0010028448-1	\$11.19	O
29370	C	8/28/2013	288 XCEL Energy 971-1	\$11.19	O
29371	C	8/28/2013	714 XCEL ENERGY 135920-8 marquee	\$83.87	O
29372	C	8/28/2013	384 XCEL ENERGY 51-336-4 & 8	\$142.45	O
29373	C	8/28/2013	360 XCEL ENERGY 51-5655037-5	\$560.99	O
29374	C	8/28/2013	359 XCEL ENERGY 51-5655038-6	\$1,171.14	O
29375	C	8/28/2013	361 XCEL ENERGY 51-5655039-7	\$1,112.84	O
29376	C	8/28/2013	383 XCEL ENERGY 51-5655041-1	\$831.95	O
29377	C	8/28/2013	519 Xcel Energy 904-3	\$24.29	O

Cleared \$40,712.38

Outstanding \$32,254.49

Void \$0.00