

Holdingsford City Council Meeting September 14, 2015

Mayor Sue Marstein called the September council meeting to order at 7:00 p.m. and the pledge of allegiance was recited.

Present: Lewis Becker, Eric Berscheid, Sue Marstein, Mike Odden, Alan Walz, Sandra Meer, Keith Hommerding, Pat Meier, Scott Lange, Tim Berscheid, Melvin Breth, Tony Stalberger, and Linda Zapzalka.

Motion to approve consent agenda consisting of claims, checks, electronic transfers and withdrawals, bank reconciliation and minutes of the August 10, 2015 council meeting was made by Eric Berscheid. Motion seconded by Lewis Becker. AIF

Department Reports

Liquor Store report was given by Manager Pat Meier. August gross revenue = \$35,128.28. August expenses = \$42,391.24. YTD lottery = \$2,137.76. Year to date balance = \$19,383.13. Cooling system on tap lines was replaced; bartenders are working to complete food license test before end of year; debit card vendor contract is up for renewal and service prices are being reviewed and compared; Game day on Oct 17th. Phone lines were cut on outer wall of bar two weeks ago, no entry gained, no one has been charged yet.

Fire Department report was given by Chief Keith Hommerding. There have been 76 calls this year including 38 in the City, six in Krain, 14 in Brockway, 13 in Holding and five in Avon Township.

Calendars for annual fundraiser are almost complete and ready to print. The department is working with one new applicant. Keith met with area fire personnel and representatives from Xcel Energy regarding response time for emergency and non-emergency circumstances. Xcel Energy response procedures will remain basically unchanged, due to union contract.

Training this month is a survivability class that will be funded with training dollars.

The cement slab in front of the fire hall was finished last week with the help of many volunteers. Special thanks and recognition to Knife River who provided the cement, Larson Excavating for accepting and recycling old cement, Jeff Kostreba and his crew from Aggressing Masonry; Ben Thell, Jon Halvorson, Scott Posch, Derek Scott and Russ Heitzman for donating time and equipment, Delroy Young for the use of his jack hammer, Brian Zapzalka and Andy Bartkovicz from the City for their help and use of skid loader and barricades, Larry Hadley for help cutting and sealing, and the fire fighters who put in many volunteer hours to complete the job.

Keith Hommerding reported that the emergency siren up by school wasn't working. Sunset Electric was called to install new batteries.

Maintenance Report was read by Mayor Sue Marstein. Digester railings at the Wastewater Treatment Plant were painted to prevent excessive rusting. Maintenance met with Stearns County Hwy Department regarding paving of County Road 17 which could possibly be done in 2016 instead of 2017. Gas theft from diesel barrel by the maintenance garage, Brian Zapzalka gave statement to Stearns County Sheriff, and submitted \$360.78 restitution to repair pump on barrel. Seventy five of the 125 sanitary sewer manholes were inspected. Sweeper was fixed and adjusted, next day it caught fire, ordered new wiring harness and hope to fix it in shop. Inspected 2002, 938 G loader at City of Little Falls, which is being sold on sealed bids. The city loader was purchased in 1991 and needs minimum repairs of \$3,000 to get through the winter. Zielger gave estimate of \$12,000-\$15,000 for total repair. More information on loader from Little Falls will be gathered before possibly submitting bid.

Guests

Scott Lange, City Engineer reported that Tri City Paving will complete alley paving project by September 30th and an assessment hearing would need to be scheduled. Following the assessment hearing, the businesses have 30 days to appeal the decision.

Mike Odden made a motion to set the public hearing on the proposed assessment for October 5, 2015 at 7:00 p.m. Lewis Becker seconded the motion. AIF

Scott Lange presented plans to extend water and sewer lines along the future extension of Main Street south. Tim Berscheid would be constructing the road and utilities for access to planned residential lots. The extension would include two manholes, one fire hydrant and a 10" water line for future residential/commercial options. Water and sewer service accesses could be constructed, not installed until lots are platted and finalized. There wouldn't be a cost to city at this point but the construction needs to be built to city specifications so the road can be adopted by the city. Eric Berscheid made a motion to allow Berscheid Properties to extend utilities on future extension of Main Street as presented. Alan Walz seconded the motion. AIF

A final set of plans will be submitted for the city's records.

Unfinished Business

Linda Zapzalka submitted a variance application at the request of the city building inspector for a right-of-way vacate to allow for a 13 foot rear yard setback that was approved at the July council meeting. The variance application was requested since the lot setback is not in compliance with city zoning ordinances that require a 25 foot rear yard setback. Alan Walz made a motion to accept the variance application to allow a rear yard setback of 13 feet on Lot 2 of the Zapzalka lot split. Lewis Becker seconded the motion. Motion passed. Becker, Marstein and Walz voted in favor. Odden and Berscheid opposed.

There was discussion on how to classify the alley/pedestrian road that was vacated by Stearns County in May 2015 for future maintenance, setback and right-of-way considerations. Scott Lange will follow up.

Xtratyme has not responded to requests to renew contract for antennas on the water tower. Mayor Marstein will continue to follow up.

New Business

Eric Berscheid made a motion to have set the annual public hearing on Truth in Taxation for December 12, 2015 at 7:00 p.m. Mike Odden seconded the motion. AIF

The preliminary budget was reviewed. Mike Odden made a motion to certify the proposed tax levy to Stearns County for \$258,663.00. Eric Berscheid seconded the motion. AIF

Three solar energy companies have provided proposals for buying into community solar gardens. Information will be reviewed and discussed at October council meeting.

Alan Walz made a motion to approve budgeted fund transfers: \$10,000 to Park savings account from General for shelter; \$22,383 to Rural Development savings from General for annual reserve allotment; \$146,920 to Debt Fund 307 from General Fund for Rural Development Bond payment; \$19,125 to Truck Fund 306 from Fire Fund for Fire Truck Bond payment. Mike Odden seconded the motion. AIF

Admin Reports

Clerk's Report: New Office Assistant Lisa Silbernack accepted position and will begin next week. An updated Race & Ethnicity survey for the USDA-Rural Development audit as well as Well Head Protection Plan implementation schedule are being worked on.

Council Report: Mike Odden noted updates at the Historical Society Museum. Funding for new window was provided by Lions Club, installed by Herman Ebnet, John Beutz and Al Leinen. A documentary on Minnesota 13: Prohibition Days is scheduled to be done by Holdingford Daze 2016, when an outdoor screening is planned. The Museum has been open during Hometown Happening events and other community events.

Mayors Report: See end of minutes for Mayor's Report.

Announcements

Residents who are delinquent in their utility payments are: Dave Hageman, Ed Ehrlichmann, Josh Krueger, Jesse Johnson, Roger Jensen, and Mary Voss.

Next council work session will be 6:00 p.m. on October 5th before the public hearing. Agenda includes Ordinance 92: Health and Safety Nuisances and Ordinance 110: Business Regulations & Licensing.

Motion to adjourn was made by Mike Odden, seconded by Lewis Becker. Meeting adjourned at 9:15 p.m.

Respectfully submitted,

Sandra Meer
City Clerk, Holdingford