

Holdingsford City Council Meeting September 12, 2016

Mayor Sue Marstein called the Holdingsford City Council meeting to order at 7:00 p.m. The pledge of allegiance was recited.

Present: Susan Marstein, Eric Berscheid, Mike Odden, Bob Sanchez, Alan Walz, Lisa Silbernack, Pat Meier, Keith Hommerding, Dorine Rausch, Scott Lange, Gordy Sjaasheim, Ernie Schmidt, Linda Zapzalka, Lee Paulzine, Joe Scepaniak, Bill Scepaniak, and Louis Walz.

Mike Odden made a motion to approve the consent agenda, with correction to August minutes under New Business: cost to lower manholes was \$415.00. Alan Walz seconded the motion. AIF

Department Reports

Liquor Store Report was given by manager Patrick Meier. August gross revenue = \$32,452.77. Expenses = \$38,930.07. Year to date lottery proceeds = \$1,438.14. Year to date balance = \$6,266.77. Harvest Fair Street dance brought \$4,700. We are looking for a different back door. Zapzalka's are having a bean bag tournament on the 17th and there is a 1996 class reunion on the 24th. Music will be provided outside both nights, weather permitting. We had a bartender that failed a Stearns County Sheriff's sting. Other local bars have also been hit. This is the first time we have failed a sting.

Fire Department report was given by Chief Keith Hommerding. Fire Relief calendars are being finished for 2017. This has been a good fund raiser for the Fire Relief Association, bringing in donations from businesses for ads and donations from the residents. The Fire Relief Association made a donation of \$2,000 to the fire truck/equipment fund.

The number of runs are high; Avon-1, City of Holdingsford-38, Holding Township-26, Brockway Township-7, Krain Township-10, totaling 82 calls. Two fires, 68 medical, 9 good intent, one power line down, and two severe weather.

Brandon Cottrell is requesting a one year leave of absence since moving to Albany. Motion to grant a one year leave of absence to Brandon Cottrell made by Alan Walz, second by Bob Sanchez. AIF

Chief Hommerding asked the council's permission for Dorine Rausch and two other firefighters to take the 600 Truck to Freeport for "Firefighter for a Day" on September 17, 2016. Permission was granted.

Training this month will include a Fire Trailer from Custom Fire which will be funded by Minnesota Fire Training Board. The Fire Department will be conducting the residential fire alarm battery giveaway on Thursday, October 13th from 4:00 to 8:00PM. We were awarded \$4,800 for training from Minnesota Fire Training. The Fire Department accepted confined space rescue equipment from Polar and would like to share equipment with the city maintenance department and have them train on the equipment with the firefighters.

Department was turned down for the FEMA grant. Denial letter said they ran out of money. The grant writer will resubmit the grant proposal free of charge next year. Alan Walz made a motion to approve application for another FEMA grant next year. Mike Odden seconded. AIF

Emergency Managers Report was given by Dorine Rausch. There was discussion on the Emergency Operations Plan. Map shows Lange Country Estates and Holding Heights Additions. The map will be updated to show land descriptions. It was clarified that in the case of a power outage, department radios will be used to communicate with department members. Motion to approve the Emergency Operations Plan with updates to the map and radio communication procedure was made by Bob Sanchez, second by Eric Berscheid. AIF

Maintenance Report was read by Mayor Sue Marstein. Repairs were completed in the ditch on Prairie Street. Siding on the Wobegon Trailhead has been replaced due to the damage that was done by vandals. The lawn mower was taken to Mies Repair to be fixed, they have loaned us a mower to use while it is being repaired. We are experiencing the same issue with the loaner as we had with ours. The Maintenance Department has jetted 5,500 feet of sewer and is planning to do 3,000 more this year. They also are flushing hydrants. Brian Zapzalka swept the streets in Upsala in return for using the jetter. Inspections were made on the lift stations with repairs needed at the wastewater treatment plant (\$2,800) and 4th street lift station (\$1,300). 1,520,000 gallons of water were pumped and 1,747,000 gallons of wastewater were treated.

Guests

Scott Lange from SEH reviewed the summary of bidders for the water tower reconditioning project. Color Dynamics, LLC from Burlington, ND was lowest bidder. Scott Lange has worked with them before and recommended that the council accept their bid of \$134,500.00 for recoating and reconditioning of the Holdingsford City Water Tower. Base bid was green with white lettering and secondary is white with green lettering for \$8,000 less. Paint that they are proposing is a harder polymer that helps to hide the chalking and mildew. Eric Berscheid suggested going with the white option over the green to save \$8,000. It was brought up that the Holdingsford Athletic Booster Club may be interested in helping to pay the \$8,000 for the green. President of the Booster Club, Lee Paulzine will discuss it with the club directors and get back to the city with the possibility of spreading out the donation over several years. The work schedule has the dates of service that fit between the first and last day of school (5/31/17-9/5/17).

Bob Sanchez made a motion to accept low bid of \$134,500.00 from Color Dynamics, LLC for reconditioning the water tower, with the color scheme to be determined within the next 30 days. Eric Berscheid seconded the motion. AIF

Wm. Scepaniak, Inc. has a signed purchase agreement on the Main Street Polar building on the condition that they have tax abatement with the city, school, and county. Scepaniak's asked for tax abatement of the city portion of property taxes for 15 years, which would be about \$5,656/year. The reason that they are asking for the abatement is that they will have to make considerable improvements to the building which will be used for equipment repairs mainly during the months of January through March. Acquiring this building will possibly create an additional 5 jobs. There was concern about the length of the term of the abatement. Sue Marstein proposed an 8 year term rather than the proposed 15 years. Scepaniak's will submit an application for abatement if they decide to use the program.

Linda Zapzalka & Lee Paulzine from the Husker Booster Club asked for approval for a gambling permit at Rudolph's Redneck Roost. Mike Odden made a motion to approve Resolution 16-09-12-2: Gambling License for Holdingford Athletic Booster Club at Rudolph's Redneck Roost. Motion seconded by Alan Walz. AIF

There was discussion on the lack of handicapped parking on Main Street. The City of Holdingford and businesses are not required to provide handicapped parking spaces on the street and it was suggested that businesses purchase portable tripod handicapped signs that could be put out when they have events.

Unfinished Business

Ernie Schmit is working on getting bids on the park shower/bathroom facility. The Lions can take the roof off of the old bathroom, but the city would need to hire someone with a back hoe to take the whole thing down. Water and sewer should be capped off before it comes down. At the Chamber meeting there was opposition to helping fund the project if water/kitchen facility could not be included in the shelter. It may not be possible to get sewer to the existing shelter because the sewer is too low. A kitchenette would have to be built in the new building and the addition would cost a lot more money. Put on hold for now while we explore more options.

Notices were sent to two homeowners of properties in Holdingford that are in non-compliance with city nuisance ordinances. After discussion about what is on Louie Walz's property, it was decided that Eric Berscheid would meet with Louis Walz to view his properties to determine what items are not in compliance. Ed Ehrlichmann's property is being cleaned up and vehicles removed. If not cleaned up within 30 days, the city will pursue it further.

New Business

Mike Odden made a motion to approve Resolution 16-09-12-1: Accepting Donation of Equipment from Polar Tank and Trailer. Motion seconded by Alan Walz. AIF

The preliminary budget was reviewed. It was also noted that the levy has not been increased in over 10 years. Alan Walz made a motion to certify the proposed tax levy to Stearns County for \$258,663.00 with several corrections to other budget line items. Seconded by Mike Odden. AIF

A motion to set the Truth in Taxation public hearing for December 12, 2016 at 7:00PM was made by Eric Berscheid, seconded by Bob Sanchez. AIF

Admin Reports

Mayors Report:

Frank Haynes from Helping Hands has requested the city waive the utility bill for the Adult Daycare Center from July through December as the building is empty and construction will not continue until December, and from then on because of non-profit status. The utility bill is approximately \$52 per month. The city council decided not to waive the utility bill.

Update on softball tournaments: There was discussion on legalities of selling beer by the case at a discounted rate. Mark and Kayla Solarz have decided that they are not going to be running tournaments any more, due to lack of interest and teams. There was a conversation between Mark and Mike Odden about budget. Solarz's submitted bills for landscaping that will be discussed. City will look at other ways to utilize the park.

Councilmember Reports:

Eric Berscheid received a message regarding weeds along Spring Street and will ask the Maintenance Dept to follow up.

Eric Berscheid talked to Rudolph's Redneck Roost about the dumpster in alley behind their building. The dumpster should be kept on their property as it is a safety issue and is damaging the tar in the alley.

Mike Odden asked about the replacement sign at the trail crossing to help slow down traffic in that area. The possibility of putting up a portable radar speed limit sign will be checked into and Stearns County Highway Dept will be contacted. An arrow sign at the corner of the bus barn road (River Street East) and County Road 17 has been installed.

Announcements

Next Council Meeting: **Tuesday**, October 11, 2016, at 7:00PM, work session 6:00PM.

Clerk's office will be closed Monday, October 10, in observance of Columbus Day
 General Election: Tuesday, November 8, 2016, 7:00AM – 8:00PM at Holdingford City Hall

Residents who are delinquent on their utility payments are: Dave Hagemann, Brian Caruth, Bradley Kronback, Dan Ziemer, Barbara Olson, Shannon McPeak, Edward Ehrlichmann, Debra Feld, Amber Eiyнк, Scott Henkemeyer, and Wayne Johnston.

Motion to adjourn was made by Bob Sanchez, seconded by Mike Odden. Meeting adjourned at 10:00p.m.

Respectfully submitted,

Lisa Silbernick
 Assistant City Clerk, Holdingford

AUGUST 2016	
Department	Gross Pay
General	\$ 6,619.90
Public Works	\$ 7,074.31
Fire	\$
Liquor	\$ 6,369.58
Total	\$ 20,063.79
2 pay periods ending	
8/8, 8/22	

**City of Holdingford - Equal Opportunity Provider
 Accounts Payable Check Register Report - STEARNS BANK
 For The Fiscal Periods Range From 2016-8 To 2016-8**

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

Check #	Type	Date	Vendor Name	Amount	Status
32098	C	8/8/2016	704 AFSCME Council 65	\$102.41	C
32099	C	8/8/2016	517 Alex Air Apparatus, Inc	\$8,595.00	C
32100	C	8/8/2016	8 Becker Septic Pumping	\$130.00	C
32101	C	8/8/2016	9 Bernick's Pepsi-Cola	\$161.50	C
32102	C	8/8/2016	18 C & L Distributing, Inc	\$4,400.15	C
32103	C	8/8/2016	24 Central-McGowan, Inc	\$50.17	C
32104	C	8/8/2016	814 Cruise Control	\$300.00	C
32105	C	8/8/2016	48 D & D Beverage	\$132.00	C
32106	C	8/8/2016	40 David Drown Associates	\$2,500.00	C
32107	C	8/8/2016	655 David Yurczyk	\$104.91	C
32108	C	8/8/2016	370 Dorine Rausch	\$41.04	C
32109	C	8/8/2016	53 Ecolab	\$77.43	C
32110	C	8/8/2016	70 Frito-Lay, Inc	\$40.85	C
32111	C	8/8/2016	80 Gopher State One-Call, Inc	\$21.60	C
32112	C	8/8/2016	787 Granite City Jobbing Co	\$856.03	C
32113	C	8/8/2016	81 Granite Electronics, Inc	\$90.80	C
32114	C	8/8/2016	91 Hawkins, Inc	\$150.00	C
32115	C	8/8/2016	92 Headley Hardware	\$434.27	C
32116	C	8/8/2016	481 Heggies Pizza	\$219.90	C
32118	C	8/8/2016	841 Holdingford CC Fireworks Account	\$500.00	C
32119	C	8/8/2016	614 Holdingford Gas and Grocery	\$311.17	C
32120	C	8/8/2016	691 Integra Telecom	\$202.34	C
32121	C	8/8/2016	882 Jason Peterson	\$420.00	C
32122	C	8/8/2016	119 Johnson Brothers Liquor C	\$2,251.00	C
32123	C	8/8/2016	122 Keith R. Hommerding	\$58.64	C
32124	C	8/8/2016	539 League of MN Cities Ins. Tr/BKLY	\$334.00	C
32125	C	8/8/2016	730 Midcontinent Business Solutions	\$225.35	C
32126	C	8/8/2016	905 Midwest Machinery Co	\$956.09	C
32127	C	8/8/2016	199 Opatz Metals	\$124.02	C
32128	C	8/8/2016	906 Pete's Portables	\$1,079.44	C
32129	C	8/8/2016	205 Phillips Wine & Spirits	\$1,294.96	C
32130	C	8/8/2016	872 Precise Ice, Inc.	\$91.00	C
32131	C	8/8/2016	465 Sandra Meer	\$38.34	C
32132	C	8/8/2016	685 Star Publications, LLC	\$1,185.96	C
32133	C	8/8/2016	554 Tim Winter	\$469.81	C
32134	C	8/8/2016	271 UC Lab	\$918.00	C

Check #	Type	Date	Vendor Name	Amount	Status
32135	C	8/8/2016	276 United Systems Technology	\$12.32	C
32136	C	8/8/2016	360 XCEL ENERGY 51-5655037-5	\$938.69	C
32137	C	8/8/2016	359 XCEL ENERGY 51-5655038-6	\$1,018.31	C
32138	C	8/8/2016	361 XCEL ENERGY 51-5655039-7	\$815.00	C
32139	C	8/8/2016	358 XCEL ENERGY 51-5655040-0	\$2,667.05	C
32140	C	8/8/2016	383 XCEL ENERGY 51-5655041-1	\$817.84	C
32188	C	8/29/2016	240 Stearns Bank-Holdingford	\$25.00	C
32117	C	8/8/2016	312 HENNEN FLOOR COVERING	\$4,167.00	O
32142	C	8/29/2016	6 AmeriPride Linen	\$63.41	O
32143	C	8/29/2016	674 Audrey Lange	\$210.36	O
32144	C	8/29/2016	326 Auto Value	\$253.98	O
32145	C	8/29/2016	9 Bernick's Pepsi-Cola	\$778.15	O
32146	C	8/29/2016	507 Blue Cross Blue Shield of Minnesota	\$345.03	O
32147	C	8/29/2016	627 Breakthru Beverage Minnesota	\$1,530.20	O
32148	C	8/29/2016	18 C & L Distributing, Inc	\$5,290.25	O
32149	C	8/29/2016	24 Central-McGowan, Inc	\$36.44	O
32150	C	8/29/2016	873 CenturyLink	\$63.51	O
32151	C	8/29/2016	448 Clarey's Safety Equipment, Inc	\$512.68	O
32152	C	8/29/2016	48 D & D Beverage	\$259.30	O
32153	C	8/29/2016	676 Diane Konsor	\$31.50	O
32154	C	8/29/2016	370 Dorine Rausch	\$24.84	O
32155	C	8/29/2016	550 Everything Signs	\$162.00	O
32156	C	8/29/2016	307 Florence Voss	\$92.25	O
32157	C	8/29/2016	70 Frito-Lay, Inc	\$122.72	O
32158	C	8/29/2016	316 GERAD'S OIL CO., INC	\$504.31	O
32159	C	8/29/2016	787 Granite City Jobbing Co	\$1,356.77	O
32160	C	8/29/2016	81 Granite Electronics, Inc	\$127.80	O
32161	C	8/29/2016	90 Harry's Frozen Foods	\$161.50	O
32162	C	8/29/2016	851 Health Partners	\$1,016.48	O
32163	C	8/29/2016	481 Heggies Pizza	\$173.30	O
32164	C	8/29/2016	100 Holdingford Booster Club	\$50.00	O
32165	C	8/29/2016	841 Holdingford CC Fireworks Account	\$500.00	O
32166	C	8/29/2016	691 Integra Telecom	\$201.87	O
32167	C	8/29/2016	116 Jeanette May	\$103.50	O
32168	C	8/29/2016	119 Johnson Brothers Liquor C	\$632.63	O
32169	C	8/29/2016	675 Kathy Gerads	\$33.30	O
32170	C	8/29/2016	333 Kathy O'Hara	\$111.51	O
32171	C	8/29/2016	891 Lisa Silbernack	\$123.93	O
32172	C	8/29/2016	651 MDH Environmental Hlth Div	\$100.00	O
32173	C	8/29/2016	144 MEDICA	\$1,292.36	O
32174	C	8/29/2016	171 MFSCB	\$25.00	O
32175	C	8/29/2016	752 MN Valley Testing Labs	\$454.75	O
32176	C	8/29/2016	431 MPCA	\$15.00	O
32177	C	8/29/2016	431 MPCA	\$300.00	O
32178	C	8/29/2016	143 M-R Sign Co.	\$128.63	O
32179	C	8/29/2016	205 Phillips Wine & Spirits	\$1,337.88	O
32180	C	8/29/2016	208 Principal Financial Group	\$106.52	O
32181	C	8/29/2016	907 Richard Koehn	\$127.17	O
32182	C	8/29/2016	893 Rolling Lake Auto	\$90.82	O
32183	C	8/29/2016	502 Ruthe Odden	\$103.50	O
32184	C	8/29/2016	223 S.E.H.	\$1,200.00	O
32185	C	8/29/2016	465 Sandra Meer	\$126.54	O
32186	C	8/29/2016	225 Schlenner, Wenner & Co	\$575.00	O
32187	C	8/29/2016	750 St Cloud Times #1076	\$38.00	O
32189	C	8/29/2016	258 The Nut Man	\$27.50	O
32190	C	8/29/2016	263 Tom's Refuse	\$6,011.08	O
32191	C	8/29/2016	804 Toshiba Financial Services	\$124.32	O
32192	C	8/29/2016	728 Tri-State Pump & Control, Inc.	\$11,681.04	O
32193	C	8/29/2016	903 Upper Lakes Foods, Inc.	\$312.32	O
32194	C	8/29/2016	386 USA Bluebook	\$108.95	O
32195	C	8/29/2016	339 Verizon Wireless	\$89.56	O
32196	C	8/29/2016	281 Viking Coca Cola Bottling	\$1,684.00	O
32197	C	8/29/2016	359 XCEL ENERGY 51-5655038-6	\$295.80	O
32198	C	8/29/2016	383 XCEL ENERGY 51-5655041-1	\$866.10	O
32199	C	8/29/2016	519 XCEL ENERGY 51-8242904-3	\$78.74	O
32200	C	8/29/2016	292 Ziegler	\$177.05	O
				Cleared	
				Outstanding	
				Void	
				\$35,162.39	
				\$46,518.15	
				\$0.00	