

Holdingford City Council Meeting (Unapproved)
 September 13th, 2021

The Public Hearing for Ordinance 96B Re-authorizing the Grant of Cable Communications Franchise with MidContinent Communications was opened at 7:00 pm. There were no comments, the hearing ended at 7:13 pm

The Public Hearing for vacating the alley from Garden Lane east to 2nd street was opened at 7:00 pm. There were a few comments, the hearing ended at 7:13 pm.

The Holdingford City Council meeting was called to order at 7:13 p.m. by Mayor Sue Marstein. The Pledge of Allegiance was recited.

Present at City Hall: Sue Marstein, Robb Berscheid, Seth Young, Mike Odden, Steve Horvath, Jennifer Hegna, Keith Hommerding, Bill Shank, Scott Lange, Boy Scout Troop 63, Carlana Johnson, Alan Walz, Angel Becker, Raul Sanchez, Andy Bartkowicz, Jeremy Borgmann, Charla Bueckers, Shae Borgmann and Aaron Rudolph.

Robb Berscheid made a motion to approve the consent agenda to include minutes of the August 9th, 2021, Council meeting, submitted monthly claims and financial reports. Seth Young seconded the motion. All voted in favor.

Department Reports

Liquor Store report was given by Bill Shank. August Revenue= \$32,295.57. August expenses \$29,100. E-tabs and pull tabs = \$1,066. Bar Bingo is on Wednesday nights. The Lead Bartender position is posted for hire.

Fire Department report was given by Chief Keith Hommerding. Total calls for this year are 129. 8 fire calls, 113 medical calls, 5 Good Intent, 2 false alarm calls and 1 weather call. 76 calls were in the city of Holdingford, 37 in Holding Township, 8 in Krain Township, 6 in Brockway Township, one in Avon Township and one in Two Rivers Township. Farm Safety day went well on September 11th at Albany School. They also had training on truck driving and the pump. Keith reports that the budget meeting went well and it included a raise in retirement an additional \$100 per year of service, making the retirement \$1700 a year after 20 years. Robb Berscheid made a motion to raise the retirement an additional \$100 a year. Seth Young seconded this motion. All in favor. The Fire Department will be having an open house for Fire Safety week on October 7th from 6-7:30 p.m.

Steve Horvath gave the Maintenance Department report. In August, they swept the City of Upsala before their festival, took the biannual mercury samples at the treatment plant, took quarterly Bac-T and fluoride sample, took water quality parameter samples and took bio solids soil sample for the land application site. The annual lift station and pump inspection by Tri- State went well. The Maintenance Department replaced the reflective flags and pole on the fire hydrants in ditches along the snowmobile route, this was done for safety. The Maintenance Department was busy with storm clean up. Steve reported that he passed his Class C water exam. The Maintenance Department dropped off the plow truck for DOT inspection. Steve requested to purchase a bagger to be mounted on the lawn mower, council was in favor of this purchase. There was conversation about the Waste Water Treatment Plant being issued a new permit but the chloride levels would need to be halved. The chloride levels are additional salt in the water that is from water softeners. Steve reported this could open the city to funding options for build a softener plant. Scott Lange reported that the city should create a 5-year implementation plan with the MPCA. Steve also reported that the stop sign on Main St and Plymouth Street was hit. The Sheriff Department was contacted; they were able to locate the driver. In September, Trout wells will be coming to test and inspect both wells. The Maintenance Department will also be taking water samples and preform storm clean up at the park. The Maintenance Department flushed the hydrants in August. During the flushing, a fire hydrant became damaged. With assistance from MN Rural Water they were able to repair the fire hydrant. 2,446,200 gallons of well water were pumped. 1,327,000 gallons of wastewater was treated.

Scott Lange, City Engineer, updated the Council on the Main Street project and it was decided to table the sanitary sewer discussion. Scott reported that Stearns County has started the process of turning Main Street back into a city street. Scott spoke about Safe Routes to School. MNDOT reviewed the project and will not allow the Pedestrian Road gate to remain closed as it does not meet ADA requirements. Scott recommended to install a removable bollard 6 feet from the west gate post and modifying the gate to allow the west 6 feet to remain open. The eastern side of the gate will be locked to the bollard. Mike Odden made a motion to approve the installation of the bollard. Robb Berscheid seconded this motion. All in Favor. In regard to the well house, Scott provided a quote from St. Rosa Lumber. Mayor Sue Marstein made motion to move

forward with the St. Rosa quote. Mike Odden seconded, all in favor. Scott spoke about the School Crosswalk Flasher Replacement; this is in the process of being ordered. Once ordered, Scott estimates it will take 8 weeks to get the system delivered and installed. Scott spoke about adding stop signs at two intersections, he discouraged putting in a 3-way stop sign on 4th street, but believes a 4-way stop on Main and Washington Street could be a good option once Main Street is turned over to the city. Scott spoke about a drainage problem on Second Street. He stated that the driveway apron has settled over the last few years allowing significant water out of the curb line and flow into the house. To keep the water in the street, the apron will need to be ramped up by 6 inches. Scott will provide quotes to repair. There was a concern about the black dirt and grass needed to be planted on North High Court. Scott has been in contract with the contractor about this. The Maintenance department has also cleaned up dirt in this area.

Guests

Tom's Refuse requested a 5 year extension of their contract. Their contract currently expires May 31st 2022. Charla plans on retiring by the end of the year and her employee, Jeremy, is interested in purchasing the Stearns County routes. Charla advised the contract would stay the same. Council will review the contract and compare with other bids.

Alan Walz approached the council about his water having a rusty color. Steve explained that this has been an exceptional year because of the drought. Steve noted that on average 30,000 gallons of water are used, this summer Holdingford averaged 100,000 gallons of water a month. The Maintenance Department decided to flush the hydrants early because of the drought and extra water used.

Unfinished Business

There was discussion about the proposed change to the farm animal ordinance to allow chickens. No decisions were made by council, as that would require a public hearing. It was noted that the city has received a formal complaint asking to not approve chickens in town. The City Clerk spoke about some examples from other cities that allow chickens.

The City is working to update the Water Meter reading technology. Maintenance Specialist Andy Bartkowicz received 4 bids from different companies to replace the water meter reading technology. No decisions were made as council will review bids.

New Business

Mike Odden made a motion to approve Resolution 21-09-13-2 Road Closure for the Rockin' for Rya Benefit. Seconded by Seth Young All in Favor. On Saturday October 2nd from 4 p.m. to midnight Main Street will be closed from Plymouth Street to Cedar Street.

Robb Berscheid made a motion to approve Ordinance 96B Re-authorizing the Grant of Cable Communications Franchise with MidContinent Communications. Seconded by Seth Young. Mayor Sue Marstein called for a vote. Voting in favor were Robb Berscheid, Seth Young and Mayor Sue Marstein. Opposed Mike Odden. Motion passed.

Robb Berscheid made a motion to approve vacating the alley from Garden Lane east to 2nd Street. Seconded by Mayor Sue Marstein. All in favor.

Mike Odden made a motion to approve Resolution 21-09-13-3 Holdingford Lioness Club Raffle. Seconded by Robb Berscheid. All in favor.

The October City Council meeting will be held on Tuesday, October 12th at 7 p.m. This meeting will be held at City Hall. City Hall will be closed on the regular meeting date, October 11th in observance of Columbus Day.

The 2022 Preliminary Budget was reviewed. Robb Berscheid made a motion to set the 2022 levy at \$230,000 and set the Truth-in-Taxation public hearing for Monday, December 13th at 7:00p.m. Following discussion, Seth Young seconded the motion. All in favor.

There was a discussion to raise Election Judge hourly rate. Robb Berscheid made a motion to raise Head Election Judge pay to \$12 an hour and \$10 an hour for all other judges. Seconded by Seth Young. All in favor.

Admin Reports

Mayors/Council Discussion notes:

- Fourth Street- Data was requested from the electronic speed sign.
- There was a discussion about an Energy Assistance Program that will help pay for water and sewer bills for residents who are behind on their payments.
- The wooden "Holdingford" sign that is placed on school property was damaged during a storm. The Clerk will look into replacement or repair costs with insurance.
- Council received and reviewed a letter regarding the Pedestrian Road.
- Council received a complaint about flags with profanity on them.
- There was mention of Berkon Outdoors wanting to add on and utilize Tax Increment Financing.

Residents who are delinquent on their utility payments are: Hyatt House \$3,458.93, Jesse & Carlena Johnson \$552.18, Ben Groetsch \$526.40, Duane Young \$552.93, Roger Jensen \$302.99, Terry Runge \$487.47, Kevin Feia \$341.07, Dale Lundberg \$329.15, Tamara Shaughnessy \$373.19, Luke Mosey \$747.35, Aubrey Neuman \$349.92 and Jacob Hanebuth \$511.51.

Clerks Notes:

- Clerk has been in contact with Xtratyme about their rent increase with no results. The Clerk will send a certified letter notifying Xtratyme again of the rent increase.
- Clerk is working on creating an ordinance on storage containers.
- Clerk presented a quote from Bardson Excavating to install a dump station at the campground. Robb Berscheid made a motion to move forward with the quote. Mike Odden seconded. All in favor.
- There was a discussion about City Hall hours. It was decided to keep the hours as is. Monday 8-4, Tuesday 8-4, Wednesday 8-6, Thursday 8-4 and Friday 8-noon.

Announcements

Next council meeting: Tuesday, October 12th at 7:00 p.m. at City Hall. This meeting has been changed as City Hall will be closed on Columbus Day.

Robb Berscheid made a motion to adjourn the meeting. Motion was seconded by Seth Young. AIF
Meeting adjourned at 9:48 p.m.

Respectfully submitted,
Jenn Hegna
City Clerk-Treasurer, Holdingford

July 2021	
<u>Department</u>	<u>Gross Pay</u>
General	\$ 7,271.70
Public Works	\$ 8,234.98
Fire / EM	
Liquor	\$ 6,450.72
Total	\$21,957.40
2 pay periods ending	
8/12 & 8/26	

Accounts Payable Check Register Report
For The Date Range From 8/1/2021 To 8/31/2021

eCheck #	Type	Date	Vendor Name	Amount	Status
36628	C	8/11/2021	704 AFSCME Council 65	\$115.40	C
36629	C	8/11/2021	691 Allstream	\$249.50	C
36631	C	8/11/2021	981 Arnolds of St Martin	\$214.57	C
36632	C	8/11/2021	9 Bernick's Pepsi-Cola	\$560.08	C
36633	C	8/11/2021	828 Brian Zapzalka	\$650.00	C
36634	C	8/11/2021	24 Central McGowan, Inc	\$46.46	C
36635	C	8/11/2021	48 Dahlheimer Beverage	\$200.10	C
36636	C	8/11/2021	40 David Drown Associates	\$2,500.00	C
36637	C	8/11/2021	550 Everything Signs	\$900.94	C
36638	C	8/11/2021	70 Frito-Lay, Inc	\$41.70	C
36639	C	8/11/2021	894 Generator Power Systems	\$1,110.00	C
36640	C	8/11/2021	787 Granite City Jobbing Co	\$872.61	C
36641	C	8/11/2021	90 Harry's Frozen Foods	\$51.00	C
36642	C	8/11/2021	91 Hawkins, Inc	\$150.00	C
36643	C	8/11/2021	92 Headley Hardware	\$699.50	C
36644	C	8/11/2021	481 Heggies Pizza	\$161.20	C
36646	C	8/11/2021	614 Holdingford Gas and Grocery	\$126.26	C
36647	C	8/11/2021	119 Johnson Brothers Liquor Co.	\$1,329.18	C
36648	C	8/11/2021	730 Midcontinent Business Solutions	\$344.66	C
36649	C	8/11/2021	175 MN Municipal Beverage Assoc	\$500.00	C
36650	C	8/11/2021	911 MN PEIP	\$1,803.44	C
36651	C	8/11/2021	465 Sandra Meer	\$314.00	C
36652	C	8/11/2021	237 St Rosa Lumber, Inc	\$179.54	C
36653	C	8/11/2021	685 Star Publications, LLC	\$246.60	C
36654	C	8/11/2021	246 Stearns Cty Hwy Dept	\$102.40	C
36655	C	8/11/2021	804 Toshiba Financial Services	\$140.08	C
36656	C	8/11/2021	271 UC Lab	\$918.00	C
36657	C	8/11/2021	903 Upper Lakes Foods, Inc.	\$123.74	C
36658	C	8/11/2021	339 Verizon Wireless	\$114.47	C
36659	C	8/11/2021	281 Viking Coca Cola Bottling	\$600.20	C
36660	C	8/11/2021	359 XCEL ENERGY 51-5655038-6	\$1,032.75	C
36661	C	8/11/2021	361 XCEL ENERGY 51-5655039-7	\$163.58	C
36662	C	8/11/2021	383 XCEL ENERGY 51-5655041-1	\$132.89	C
36663	C	8/11/2021	519 XCEL ENERGY 51-8242904-3	\$108.22	C
36668	C	8/25/2021	627 Breakthru Beverage Minnesota	\$616.95	C
36669	C	8/25/2021	1061 Bremer Bank	\$9,234.68	C
36674	C	8/25/2021	473 Doug Legatt	\$101.00	C
36675	C	8/25/2021	956 Franklyn F Haynes	\$849.00	C
36677	C	8/25/2021	787 Granite City Jobbing Co	\$892.50	C
36681	C	8/25/2021	119 Johnson Brothers Liquor Co.	\$800.74	C
36684	C	8/25/2021	553 Melvin Breth	\$71.96	C
36690	C	8/25/2021	995 Robert Opheim	\$350.00	C
36693	C	8/25/2021	240 Stearns Bank-Holdingford	\$25.00	C
36694	C	8/25/2021	412 Sunset Electric, Inc	\$2,236.00	C
36696	C	8/25/2021	903 Upper Lakes Foods, Inc.	\$349.45	C
36698	C	8/25/2021	359 XCEL ENERGY 51-5655038-6	\$16.64	C
36630	C	8/11/2021	1013 Anderson Excavating & Septic	\$100.00	C
36645	C	8/11/2021	101 Holdingford Chamber of Commerce	\$35.00	C
36664	C	8/25/2021	1036 James Keehr	\$375.00	C
36665	C	8/25/2021	706 AG Resource Consulting, Inc.	\$30.00	C
36666	C	8/25/2021	6 Aramark	\$108.18	C
36667	C	8/25/2021	9 Bernick's Pepsi-Cola	\$616.45	C
36670	C	8/25/2021	18 C & L Distributing, Inc	\$4,332.36	C
36671	C	8/25/2021	1039 C&L Excavating, Inc	\$67,914.66	C
36672	C	8/25/2021	873 CenturyLink	\$68.99	C
36673	C	8/25/2021	1020 DG Central 1, LLC	\$4,597.10	C
36676	C	8/25/2021	70 Frito-Lay, Inc	\$91.74	C
36678	C	8/25/2021	481 Heggies Pizza	\$404.90	C
36679	C	8/25/2021	1038 Hertzberg Community Solar LLC	\$2,276.72	C
36680	C	8/25/2021	1016 Independent Testing Technologies, Inc.	\$960.00	C
36682	C	8/25/2021	1012 Justin Spanier	\$12.32	C
36683	C	8/25/2021	929 Loren's Tree & Lawn Service	\$1,500.00	C
36685	C	8/25/2021	176 MN Rural Water Assn	\$320.00	C
36686	C	8/25/2021	752 MN Valley Testing Labs	\$470.75	C
36687	C	8/25/2021	984 Net V Pro	\$15.00	C
36688	C	8/25/2021	199 Opatz Metals	\$175.00	C
36689	C	8/25/2021	207 Postmaster	\$275.00	C
36691	C	8/25/2021	223 S.E.H.	\$1,082.50	C
36692	C	8/25/2021	750 St Cloud Times #1076	\$35.01	C
36695	C	8/25/2021	637 Tony Stalberger	\$649.72	C
36697	C	8/25/2021	386 USA Bluebook	\$156.35	C
				Cleared	\$32,346.99
				Outstanding	\$86,602.75

