

**Public Assessment Hearing and
City Council Meeting Minutes (Approved)
November 14, 2011**

Present at the public assessment hearing: Ernie Schmit, Kim Ebnet, Sue Marstein, Mike Odden, Lloyd Rausch, Dorine Rausch, Vicki Statz, Scott Lange, Sandra and Everett Olson, Clara Donnelly, Leander Bieniek, Karen Larsen, Mary Ann Buttweiler, Craig Dewar.

Mayor Ernie Schmit called the public hearing to order at 6:30 p.m. in the city center. Scott Lange, city engineer, explained the reason for the assessment. It is for the curb, gutter laid during the street project this past summer. Cost is figured at \$15/linear foot across the address side of the property. This process was started in 2009 and the curb/gutter portion of the project is now complete. Those who are getting assessed and would like to pay in full before it is certified with the county may do so by paying at city hall by Monday, November 21, 2011. Interest will start to be applied by the county assessor on January 1, 2012.

Several questions by the public were answered by the city engineer.

Motion to close the public hearing was made by Lloyd Rausch, seconded by Kim Ebnet. AIF Meeting adjourned at 6:45 p.m.

City Council Meeting Minutes (Approved)

Present at the council meeting:, Mike Odden, Lloyd Rausch, Susan Marstein, Ernie Schmit, Kim Ebnet, Vicki Statz, Dorine Rausch, Scott Lange, family of Marie Heitzman, Louis Walz, Dave Yurczyk.

Mayor Ernie Schmit called the meeting to order at 7:05 p.m.

The Holdingford city council and Fire Department were presented with an American flag by serviceman, Steve Horvath. Steve is a Holdingford Firefighter and is home from Iraq. He had this flag flying on September 11, 2011 in Iraq. Thank you to all the service people serving our country and especially those from the Holdingford area.

Resolution 11-11-14-01 Adopting Assessment for Curb and Gutter Improvements for those residents benefiting from such improvements was approved on a motion by Kim Ebnet, seconded by Sue Marstein. AIF Those who wish to view the resolution may do so by seeing it at the city clerk's office.

Motion to approve checks was made by Kim Ebnet, seconded by Lloyd Rausch. AIF

Bank rec. for October was approved on a motion by Kim Ebnet, seconded by Sue Marstein. AIF

Electronic transfers and debit card purchases for October was approved on a motion by Sue Marstein, seconded by Mike Odden. AIF

Motion to approve minutes of the October 4, 2011 council meeting was made by Lloyd Rausch, seconded by Sue Marstein. AIF

Liquor Store report was gone over by Mayor Ernie Schmit in the absence of Pat Meier, Liquor Store manager. Gross \$s for October was \$29,927.78, expenses were \$22,576.56. Lottery YTD is \$3,284.30 which makes the Liquor Store in arrears \$7,981.73 for the year. Sunday events are car racing and sports games. Dart League has just started as well as card league on every other Saturday night. Bingo continues to go quite well on Tuesday nights as is \$1.00 beer on Fridays. Friday, November 25th there will be a foosball tournament at the Liquor Store.

Fire Department report was given by Dorine Rausch in the absence of Pat Meier, Fire Department Chief. There have been 61 fire/rescue calls so far this year. November 30, 2011 marks the end of the payroll year for the Fire Department. Payroll checks will come out the middle of December. There will be a controlled house burn on Saturday, December 10, 2011. They will have practice on Doug Legatt's old house.

The Fire Department Relief Association is putting together a calendar with many of the community's events noted. With October and November council meetings usually falling on Federal holiday's the F.D. asked if the council would set their 2012 council meetings for October and November so they can be noted on the calendar. Tuesday, October 9, 2012 will be the meeting date for the council as well as Tuesday, November 13, 2012.

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

Old Business

At 8 p.m. the council did the bid opening for the Smith/Wesson .45 semi automatic gun that has been in storage for several years. Bids were as follows:

Doug Legatt	\$580
Dave Hagemann	\$650
Tony Ebnet	\$359
Louis Walz	\$212.50
Kevin Kutzman	\$402
Jesse Paggen	\$351

Motion to approve high bid of \$650 from Dave Hagemann was made by Sue Marstein, seconded by Mike Odden. AIF Payment will be made to the City of Holdingford, with the paperwork being completed by Guns N Gear of Waite Park.

Scott Lange gave the council an update on the street project, WWTP project and water meters. There have been a few change orders to the project as things were being done. Among them was the main lift station in the amount of \$32,648.29. Motion to approve the change order along with Larson's pay app No. 5 in the amount of \$541,123.02 was made by Sue Marstein, seconded by Kim Ebnet. AIF

Motion to approve miscellaneous bills (Roto-Rooter, \$2,553.75, Briggs and Morgan, \$4,580.00, Ripplinger Plumbing \$675, ITT \$2,995 was made by Kim Ebnet, seconded by Mike Odden. AIF

Motion to approve WWTP pay app. #3 to Rice Lake Construction in the amount of \$377,255.45 was made by Lloyd Rausch, seconded by Sue Marstein. AIF

Motion to approve change order #1 for the WWTP Exhibit A from SEH for \$26,853.00 was made by Mike Odden, seconded by Kim Ebnet. AIF

Motion to approve partial payment to Dakota Supply for water meters in the amount of \$75,554.31 was made by Sue Marstein, seconded by Lloyd Rausch. AIF

The alley off of Prairie St between Achman and Stalberger where Wayne Ebnet lives was named Hill Street on a motion by Lloyd Rausch, seconded by Sue Marstein. AIF Purchase of a Hill Street sign was made on a motion by Mike Odden, seconded by Kim Ebnet. AIF

Family members of Marie Heitzman came before the council to request that the city land that part of Mrs. Heitzman's garage is built on be quit claim deeded to her in order to have the property sold. They had the property at 131 River Street surveyed and found that part of the west end of the garage is actually on city owned property. Motion to approve the alley where the garage is setting on be deeded to Marie Heitzman with the stipulation that the city retains an easement for the non building portion of the alley, that Heitzman's pay for all costs relating to this transfer of land, including the city attorney reviewing the changes was made on a motion by Kim Ebnet, seconded by Sue Marstein. AIF Sam DeLeo will be writing up the transfer papers, then the city will have their attorney review the information before the completion of this transfer.

Motion to set the Sheriff's contract for police services for 2012 was set at 6 hours per week at \$45/hour was made by Kim Ebnet, seconded by Sue Marstein. AIF

Motion to give all non-union employees a 2% raise for 2012 was made on a motion by Lloyd Rausch, seconded by Mike Odden. AIF

Motion by Kim Ebnet, seconded by Sue Marstein to change wording in the Personnel Manual on 7.2 Vacation Leave – Regular Full-time Employees from “Employees must use accumulated vacation each year and may not carry over to the following year unless given written permission by the City Council.” to read “Employees must use accumulated vacation each year by anniversary hire date and may not carry over to the following year anniversary date unless given written permission by the City Council. AIF

Truth in taxation meeting is set for Monday, December 12 at 6:30 p.m. Motion made by Mike Odden, seconded by Sue Marstein. AIF

The list of home owners who will have a tax lien put on their property taxes because of delinquent water/sewer/garbage/EDU charges as well as lawn cutting services on foreclosed homes was approved on a motion by Kim Ebnet, seconded by Mike Odden. AIF

Delinquent utilities for November, 2011 are:

Jane Stodolka	\$307.75
Roger Richter	#323.92

Motion to approve purchase of a second vehicle for up to \$5,000 from Capital Outlay in the Water Department, for Maintenance workers was made by Sue Marstein, seconded by Mike Odden. Voting yes was Mike Odden, Sue Marstein, Lloyd Rausch. Voting no was Kim Ebnet.

A light at the Veteran's Park for the skating rink and a light for the parking lot by the Wobegon Shelter was discussed. Ernie will look into it.

Summer Rec program costs were looked at by the council. Motion to approve \$3,000 for the summer rec program was made by Sue Marstein, seconded by Lloyd Rausch. Voting yes was Sue Marstein, Lloyd Rausch, Kim Ebnet. Voting no was Mike Odden.

The high school program, FFA has agreed to take care of the Welcome to Holdingford sign on the west end of Holdingford on Co. Rd. 17 starting 2012.

Motion to adjourn was made by Kim Ebnet, seconded by Lloyd Rausch. AIF Meeting adjourned at 10:18 p.m.

Respectfully submitted,
 Victoria R. Statz
 City Clerk
 Holdingford

Liquor Acct:		OCTOBER	General Acct:	
Name	Salary		Name	Salary
Pam Voss	\$ 751.92		Adam Krebs	\$, 2,638.40
Pat Meier	\$ 3,249.60		Victoria Statz	\$ 3,164.80
Debbie Meier	\$ 452.34		Kathy O'Hara	\$ 791.60
Sherry Johnson	\$ 371.56		Jeremy Freudenrich	\$ 3,078.40
Anna Philippi	\$ 166.94		Ernie Schmit	\$ 214.00
Jackie Hadley	\$ 619.27		Kim Ebnet	\$ 107.00
Total Salary Liquor Store	\$ 5,611.63		Mike Odden	\$ 107.00
			Lloyd Rausch	\$ 107.00
2 Pay periods ending			Susan Marstein	\$ 107.00
10/10;10/24				
			Total General Salary	\$ 10,315.20
			Total of General and Liquor	\$ 15,926.83

City of Holdingford - Equal Opportunity Provider
Accounts Payable Check Register Report - STEARNS BANK
 For The Date Range From 10/1/2011 To 10/31/2011
 For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated

Check	Type	Date	Vendor	Name	Amount	Status
27659	C	10/4/2011	328	ALLSPEC SERVICES, LLC	\$1,629.39	C
27660	C	10/4/2011	8	Becker Septic Pumping	\$120.00	C
27661	C	10/4/2011	547	Carla Fowler	\$68.25	C
27662	C	10/4/2011	28	City of Holdingford	\$310.89	C
27663	C	10/4/2011	80	Gopher State One-Call, Inc	\$37.70	C
27664	C	10/4/2011	614	Holdingford Gas and Grocery	\$290.82	C
27665	C	10/4/2011	691	Integra Telecom	\$286.76	C
27666	C	10/4/2011	729	Kathryn Feia	\$197.75	C
27667	C	10/4/2011	680	Mary Helmin	\$84.00	C
27668	C	10/4/2011	456	MDH Public Water Supply Unit	\$458.00	C
27669	C	10/4/2011	161	Mike Odden	\$75.00	C

Check	Type	Date	Vendor	Name	Amount	Status
27670	C	10/4/2011	271	UC Lab	\$690.00	C
27671	C	10/4/2011	358	XCEL ENERGY 51-5655040-0	\$1,636.26	C
27672	C	10/21/2011	662	Carol Harlander	\$65.36	C
27673	C	10/21/2011	24	Central-McGowan, Inc	\$230.43	C
27674	C	10/21/2011	733	Charles Stalberger	\$140.00	C
27675	C	10/21/2011	737	Clare Witt	\$350.00	C
27676	C	10/21/2011	70	Frito-Lay, Inc - 8416	\$140.62	C
27677	C	10/21/2011	74	Gas Service Co	\$1,394.14	C
27678	C	10/21/2011	89	Handyman's Inc	\$57.06	C
27679	C	10/21/2011	91	Hawkins, Inc	\$3,381.32	C
27680	C	10/21/2011	92	Headley Hardware	\$526.56	C
27681	C	10/21/2011	98	Herman Ebnet	\$200.00	C
27682	C	10/21/2011	691	Integra Telecom	\$74.00	C
27684	C	10/21/2011	736	Keith Raivo	\$350.00	C
27685	C	10/21/2011	732	Leonard Heitzman	\$200.00	C
27686	C	10/21/2011	447	Marco, Inc	\$136.37	C
27687	C	10/21/2011	144	MEDICA	\$1,456.28	C
27689	C	10/21/2011	731	MES - MIDAM	\$443.13	C
27690	C	10/21/2011	649	Michelle Kiley	\$101.91	C
27691	C	10/21/2011	155	Michels Trucking	\$97.17	C
27692	C	10/21/2011	730	Midcontinent Business Solutions	\$84.15	C
27693	C	10/21/2011	204	Patrick Meier	\$256.00	C
27694	C	10/21/2011	207	Postmaster	\$131.00	C
27695	C	10/21/2011	208	Principal Life	\$684.91	C
27696	C	10/21/2011	697	Randall J. Radziej	\$16,659.38	C
27697	C	10/21/2011	235	St Cloud Times ads	\$34.00	C
27698	C	10/21/2011	734	Sue Jegloski	\$350.00	C
27699	C	10/21/2011	454	Sue Marstein	\$25.50	C
27701	C	10/21/2011	276	United Systems Technology	\$2,140.00	C
27702	C	10/21/2011	339	Verizon Wireless	\$147.17	C
27703	C	10/21/2011	714	XCEL ENERGY 135920-8 marquee	\$80.18	C
27704	C	10/21/2011	384	XCEL ENERGY 51-336-4 & 8	\$75.84	C
27705	C	10/21/2011	359	XCEL ENERGY 51-5655038-6	\$1,113.29	C
27706	C	10/21/2011	361	XCEL ENERGY 51-5655039-7	\$1,189.98	C
27707	C	10/21/2011	383	XCEL ENERGY 51-5655041-1	\$611.37	C
27708	C	10/21/2011	519	Xcel Energy 51-8242904-3	\$17.27	C
27683	C	10/21/2011	117	Jerome Schueler	\$375.00	O
27700	C	10/21/2011	735	Susan Armington	\$350.00	O
27709	C	10/31/2011	6	AmeriPride Linen	\$86.17	O
27710	C	10/31/2011	740	Angie Ebnet	\$599.00	O
27711	C	10/31/2011	739	Becky Volkers	\$63.00	O
27712	C	10/31/2011	9	Bernick's Pepsi-Cola	\$1,452.90	O
27713	C	10/31/2011	18	C & L Distributing, Inc	\$2,919.10	O
27714	C	10/31/2011	25	Centre Jobbing Company	\$1,570.76	O

Check	Type	Date	Vendor	Name	Amount	Status
27715	C	10/31/2011	48	D & D Beer Co.	\$115.00	O
27716	C	10/31/2011	477	Dan Gerads	\$52.42	O
27717	C	10/31/2011	45	Department of Public Safety	\$20.00	O
27718	C	10/31/2011	52	E. A. Sween Company	\$67.60	O
27719	C	10/31/2011	53	Ecolab	\$27.79	O
27720	C	10/31/2011	56	Emergency Apparatus Maint	\$736.48	O
27721	C	10/31/2011	70	Frito-Lay, Inc - 8416	\$89.76	O
27722	C	10/31/2011	76	Gen. Rental Center of Albany	\$49.88	O
27723	C	10/31/2011	90	Harry's Frozen Foods	\$293.75	O
27724	C	10/31/2011	481	Heggies Pizza	\$106.95	O
27725	C	10/31/2011	564	Holdingsford Area Historical Society	\$100.00	O
27726	C	10/31/2011	107	Holdingsford Fire Relief Assn	\$4,600.00	O
27727	C	10/31/2011	727	Infinity	\$150.00	O
27728	C	10/31/2011	691	Integra Telecom	\$361.25	O
27729	C	10/31/2011	119	Johnson Brothers Liquor C	\$1,529.38	O
27730	C	10/31/2011	729	Kathryn Feia	\$134.75	O
27731	C	10/31/2011	122	Keith R. Hommerding	\$25.00	O
27732	C	10/31/2011	680	Mary Helmin	\$350.00	O
27733	C	10/31/2011	710	Michelle Cottrell	\$49.00	O
27734	C	10/31/2011	175	MN Municipal Beverage Ass'n	\$395.00	O
27735	C	10/31/2011	489	Northland Frozen Pizza, Inc	\$317.60	O
27736	C	10/31/2011	588	Rodney Adolph	\$15.75	O
27737	C	10/31/2011	242	Stearns Cty Auditor-Treas	\$1,500.00	O
27738	C	10/31/2011	258	The Nut Man	\$94.00	O
27739	C	10/31/2011	263	Tom's Refuse	\$4,978.03	O
27740	C	10/31/2011	627	WirtzBM Wine and Spirits, Inc	\$1,136.45	O
27741	C	10/31/2011	384	XCEL ENERGY 51-336-4 & 8	\$18.09	O
27742	C	10/31/2011	360	XCEL ENERGY 51-5655037-5	\$451.56	O
27688	C	10/21/2011	000	VOIDED	\$0.00	V

Cleared **\$38,829.21**

Outstanding **\$25,181.42**

Void **\$0.00**