

**Holdingsford City Council Meeting Minutes**  
**Monday, Sept 12, 2022**

The City Council Meeting was called to order by Sue at 7:00pm, Pledge of Allegiance was recited.

**Consent Agenda**

Council Minutes of August 8<sup>th</sup>, 2022 Motion by Mike, 2<sup>nd</sup> Seth, All in Favor, no opposed, motion carries

**Present at City Hall:** Sue Marstein, Eric Berscheid, Seth Young, Mike Odden, Tony Abfalter, Amber Molitor, Kelly Abfalter, Steve Horvath, Scott Lange, Herman Lensing, Allison Voigt, Alan Walz, Raeanna, Elizabeth & Emma Kobernusz, Jessie and Carlana Johnson, Tim Winter, Aaron Rudolph, Keith Hommerding, Jeremiah Skudlarek, Braeden Wahl, Mel Breth, Greg Valentine

**Department Reports:**

**Liquor Store Report:** Requesting purchase of used self-contained fryer for \$2000. Motion made by Eric, 2<sup>nd</sup> by Seth. No opposed, motion carries. Hiring update for Muni manager; First round of interviews was made. Discussion on who would do second round interviews and make offer. Sue and Seth will be doing the interviewing.

**Fire Department Report:** Fire Relief Association will be donating \$5000 to truck fund from charitable gambling. Higher rate of calls than normal with 116. Did pre-incident plan of Gerad's Oil property near maintenance building. Getting quotes on the Wildland skid unit. Talking with grant writers on FEMA grant for turnout gear. Applied for Compeer Grant. Motion by Seth, Mike 2<sup>nd</sup> to move forward with the grant. All in Favor. Fire board approved a motion to raise the fire service pension by \$100/year. Requesting motion from the board to approve as well. \$100 increase for fire service pension. Motion by Seth, Mike 2<sup>nd</sup> – All in Favor.

**Emergency Managers Report:** Amber Molitor has been working on FEMA reimbursement for the floods in May

**Maintenance Department Report:** Having issues with water tower and well house not being able to communicate through the SCADA system. Extratyme not responding to calls to help fix this. Programming issues with the new controls for Well #3. October is going to be a busy month, with testing. Maintenance will be closing down sprinklers and the Legion Park bathrooms shortly this fall. Looking to sell white Ranger truck that is not being used. Does not need a closed bid. Will ask apx \$3000.

**City Engineer Report: Scott Lange:** The last item with the well house addition is the Dept. Of Health inspection. The requested Chloride variance for Waste water treatment plant could take 6 months to receive. Started review of potential funding sources for the Main Lift Station replacement project.

**Guests:** Several City residents attended the council meeting to discuss the situation with apartment renters at City View apartments and City residents' property that border the apartment buildings. There have been numerous complaints of children and adults trespassing and destruction of property. The City View property manager did stop out and talk to residents, but did not attend the Council meeting to which he was invited. Sue recommended that one more notice to be sent out with a request to respond to the council. Adjacent property owners stated they have had numerous issues over the years, and a last resort may be to start notifying Stearns County Sheriff on the situation.

**Unfinished Business:** Insurance Claim for 2<sup>nd</sup> City Welcome sign that was damaged in a storm this summer will be sent in. Township Fire boardmembers requested discussion at this meeting on the contract. No one was here to discuss. Pastor Greg Valentine, representing Community Country Church proposing annexation into city, conditional on not requiring to hook into City Water and Sewer at this time. EDU's will be charged if applicable. It was determined that a public Hearing would be the next step - Neighbors will be invited. Public Hearing will be scheduled during the next City Council Meeting, on October 11<sup>th</sup>. Larry Hadly and Pam Voss came in for finalization of building permit. Scott Lange (SEH) stated that they would need clarification on their surveyor's map for an easement along the road. The council will approve the conditional Motion pending the updated descriptions their lawyer will need to make. Motion – Sue, 2<sup>nd</sup> Eric, All in Favor. The contract for Abdo, the business that was used to manage the city financials during the absence of clerks, is ending Sept 30<sup>th</sup>. They offered a one-year training contract for continued support, at the current hourly rate. The city will only be charged when their services are needed. Motion – Mike, Seth 2<sup>nd</sup>, all in favor.

**New Business:** - Alison Voigt, Stearns County Emergency Management Coordinator presenting on COPEWELL tool. Looking for ways to help the city of Holdingford for ways to deal with disasters and there is a Grant to help pay for those things. No motion needed. Planning will move forward for an informational Seminar inviting community members to attend. -Josh Winter requests to vacate alley next to 230 Washington Street. Unclear if Josh is legal owner yet. Scott Lange presented some information about the alley, and if vacated, recommends the Solits/Winter lot to square off. The alley is only ½ length, and goes along the wall. The Neighbor would like the Alley Closed, as it's on private property. Scott would like a city attorney to write up the vacation, suggesting a Survey of the property be done, to get a certificate of Survey for this parcel. Would need Public Hearing – The city more than likely will not have a problem with it. -Tony Abfalter and Braeden Wahl, a Marco representative, presented on IT infrastructure. Looking to save the city some cost-effective alternatives for phone and internet services. Marco would service them fully. This would eliminate 4 separate phone bills. The price includes hardware as well if purchased during the month of September. The city will check contract with Toshiba for the current copier. No overages, or fees for printing/copying. This would also cover the Muni and they would recommend internet streaming instead of cable bills. There are 2 internet options in the town (Centralink, MidCo). The city would like to get a little more information about the streaming capability, and connectivity to our SCADA system linking pump house to water tower. Tony, IT for the city, states blackouts don't apply when streaming as it's not geocoded. Commending Tony's current level of service and value his research and input. -Aaron Rudolph representing Rockin' Warriors, requesting road closure for a street dance on Oct 1<sup>st</sup> for a cancer fundraiser from 4pm to 1am from Plymouth street to City Hall. Resolution motion by Mike, 2<sup>nd</sup> Eric, All in Favor. -Request for HCSP reinstatement at 3.5% for all full-time employees –Motion to move forward – Eric, with a suggestion to look into other things, Seth 2<sup>nds</sup> – all in Favor. -AFSME union negotiations; did not have enough time to discuss the proposal. Recommending a special meeting for discussion along with Budget discussions. Sept 20<sup>th</sup> at 6pm. Set Levy and Truth -In -Taxation hearing dates. Will be discussed at special meeting on Sept 20<sup>th</sup> as budget is not completed. Truth in Taxation hearing will be set in December. -Eric Berscheid, request for refund of sewer charges on Pool fill. 17,800 gallons of credit for the Sewer portion. Motion Sue, 2<sup>nd</sup> Seth, All in Favor, no oppose, Eric Abstains

#### **Admin Reports:**

**Mayor's Report:** Waiting for Final Quote from KJohnson on city building repairs. Kyle Pundsack, inquiring on utilizing the main floor of his building on Main Street for short term rental. He like to have something like a short-term rental, B&B on the main floor. Eric thinks it illegal for us to allow, Mike said it should be denied.

**Council Report:** -Several Properties in the city along CR 9 need the ditches to be mowed, as well as lawn at the home at 540 4<sup>th</sup> Street. Letters will be sent out. Steve will ask the County to find out about the ditch mowing for the rest of CR 9 in the city. -A Grant from Central MN Arts Board has been written by Frank Hanes, to have mural painted on the Historical Society Museum building. -The Holding Township has fixed the culvert by Art in Motion on 4<sup>th</sup> street.

**Clerk's Report:** Asyst training and League of MN Cities training scheduled. Clerk office closed during these times (posted on doors). ABDO assisting with payroll training. New dual monitors installed. Clerks approved on bank accounts at Stearns Bank. Update on utility reader. Eric recommended getting the lock fixed on the kitchen door. He stated MidCentral doors installed them.

**Notices Sent for Past Due Water Bills:** Eric started discussion on when shut off notices need to go out. He stated that they need to be shut off if the accounts continue to gain larger balances. Residents must pay down, not just make small payments. Grant Knick, Dale Lundberg, Walker Nieaber, Duane Young, Greg Willenbring, Jacob Fischer, Scott Henkemyer, Brenda Rybak, Joseph Doll, Hyatt House, Jesse and Carlena Johnson, Roger Jensen, Greg and Kyra Reiter, Principal Logistics, Terry Runge.

**Announcements:** Fire Dept Open House on October 11<sup>th</sup> from 6-7:30pm. Tours at Seitz and TRE on October 8<sup>th</sup> 9-12

**Adjourn Motion – Seth, 2<sup>nd</sup> Mike, All in Favor. No Work session for the next City Council meeting**

**Looking Forward:** Next Council Meeting: Tuesday, October 11th, 2022. Public hearing for the Community Country Church annexation request at 7pm. Special meeting Tuesday Sept 20<sup>th</sup> at 6pm.