

City Council Meeting Minutes (Approved)
April 11, 2011

Present at the meeting: Mike Odden, Lloyd Rausch, Susan Marstein, Ernie Schmit, Council person Kim Ebnet was absent from this meeting, Vicki Statz, Bryan Remer, Pat Meier, Gordon Sjaaheim, Craig Dewar, Tony Stalberger, Wayne Ebnet, Dave Yurczyk, Dorine Rausch, Molly Thompson

Mayor Ernie Schmit called the meeting to order at 7:03 p.m.

Motion to approve checks was made by Sue Marstein, seconded by Mike Odden. AIF

Motion to approve bank reconciliation was made by, Sue Marstein, seconded by Lloyd Rausch. AIF

Motion to approve electronic transfers, debit card purchases was made by Lloyd Rausch, seconded by Sue Marstein. AIF

Motion to approve minutes of the March 14, 2011 council meeting was made by Mike Odden seconded by Lloyd Rausch. AIF

Dorine Rausch and Pat Meier from the Fire Department gave their report. There have been 21 calls so far this year. They assured the council that the \$9,400 grant they have received for training will be spent by the time the grant expires. Firefighter II written testing will be on April 27th, with the hands on testing on May 14th. A tuition voucher award of \$2,082 can be used for future training. The EMS region grant is done. The DNR \$2,000 is here and will be used for reimbursement for hoses and nozzles on the new fire truck. Five firefighters have completed their first responder training. EMS requesting reimbursement was sent in to the county today, April 11, 2011. The Fire Relief breakfast served 797 people. Thank you to all who participated.

The Liquor Store report was given by Pat Meier, manager. Gross receipts for March was \$29,943.39, expenses \$28,812.97. Total net revenue is \$1,476.27. In addition, the lottery netted \$491.33 for a yearly total of \$1,251.31. Net profit through March is \$2,727.58. The Lottery CD is due to mature this month. On a motion by Lloyd Rausch, seconded by Mike Odden, the council passed the motion to roll this CD over for another 12 months. Interest is at .75 percent. Annie Philippi's annual review was gone over by the council. Motion to approve her next step was made by Sue Marstein, seconded by Lloyd Rausch. AIF She will go from Group E Step 5 to Step 6. There was a 500 card party at the Liquor Store on Sunday, April 10, and was well attended by having 6 tables. The last video horse racing for the season will be Friday, May 6th. There will be a pot-of-green raffle drawing on Saturday, May 7th at 8 p.m. Get your raffle ticket before then.

Mayor Ernie Schmit gave his report. See end of minutes for details.

Old Business

Bryan Remer from SEH, reported for Scott Lange, our city engineer on the upcoming city projects. Bids will be opened on Tuesday, April 19th. The water meter bid will be opened at 10 a.m., the wastewater treatment plant bid at 11 a.m. and the water, sewer, street bid opening will be at 1 p.m. The public is invited to attend these bid openings. They will be officially awarded at the May 9, 2011 regular council meeting. SEH has set up a web site allowing us to watch the progress of each of these processes. Go to www.holdingfordmn.us on the right hand side click on Updates to Street Rehabilitation Project 2011. It will take you to the SEH City of Holdingford projects. There will be a letter coming out after the bids are awarded giving more information of what to expect over the summer months.

Resolution 11-04-11-01 Establishing limited clean up and property damage protection for sewer back-ups and water main breaks for water and sewer customers was passed on a motion by Mike Odden, seconded by Lloyd Rausch. AIF Dollar amounts will need to be set at the next council meeting in May.

New Business

Tony Stalberger came to the council to see about a variance that may be needed for him to add an attached garage on the north side of his home. He is having his lot surveyed this week and will find out exactly where his lot lines are. On a motion by Sue Marstein, seconded by Lloyd Rausch, he was given a variance to build his garage to be in alignment with his home as long as he gets a written agreement from his neighbor to the west, Roy Granberg, stating his okay and has a Certificate of Survey, and even if the lot line is closer than five feet to his house he will be able to attach his garage at the same footage as his home. AIF

Molly Thompson, from Schlenner, Wenner auditing firm, gave the council the 2010 city audit report. She told the council that the city is in compliance with all tax and reporting issues. The 2010 expenditures and revenues were very similar to 2009 with the exception of the Fire Department because of the purchase of the new fire truck. Some of the precautions she outlined was with record keeping items during the projects this summer, have a written policy on capitalization, and that we are to be sure the bank has the collateral to cover the money we have for the projects.

Motion to accept the 2010 audit was made by Sue Marstein, seconded by Mike Odden. AIF

Ernie talked about the skateboard park. We had a bid of \$10,461.33 to put in the Drumlite surfacing. This is similar to the Skatelite with as long a wear but less expensive. Costs to cover this will come from money previously set aside from the American Legion, reimbursement \$s from LMCIT, and Initiative Foundation grant \$s. None of this will come from the city coffers itself. Ernie requested that Craig Dewar, who is heading up this upgrade, to get a written contract signed from Ezra Jacobson on what exactly will be done, including putting up guard rails with a partial down payment at the start of the project and total payment after project is complete and to have it done by June 1, 2011. Motion to pay up to \$11,000 for the complete project was made by Mike Odden, seconded by Sue Marstein. AIF

Motion to include names and dollar amounts delinquent for utility billing was passed on a motion by Mike Odden, seconded by Lloyd Rausch. AIF Letters had been sent out with billings at the end of March for those who are delinquent explaining the council's decision to have these published in the March 14, 2011 council minutes.

Diane Young	\$ 545.88	Theresa Sanchez	\$304.30
Roger Richter	\$377.40	Andy Higgins	\$524.36

Holdingford Daze car show was talked about. Last year as cars were leaving many of them did a "burn out." Ernie is requesting the council's okay for them to do it at the north end of Main St if they are going to do it at all. There would be a roped off area, so there wouldn't be any people on the street where they want to "burn out." Council was okay with it.

Resolution 11-04-11-02 allowing a gambling permit for the Commercial Club to hold a Pot of Gold raffle for Holdingford Daze was passed on a motion by Lloyd Rausch, seconded by Sue Marstein. AIF

Resolution 11-04-11-03 allowing the Commercial Club Parade Committee to close off roads for the parade route to be held Saturday, July 9, 2011 was passed on a motion by Mike Odden, seconded by Sue Marstein. AIF

Resolution 11-04-11-04 allowing the Commercial Club Car Show Committee to close off part Main St, part of Plymouth St. and part of Cedar St. for the annual car show on Friday, July 8, 2011 was made on a motion by Lloyd Rausch, seconded by Sue Marstein. AIF

Resolution 11-04-11-05 allowing the Commercial Club Street Dance Committee to close off part of Main St. during the street dance, Saturday, July 9, 2011 to early Sunday, July 10, 2011 was made on a motion by Sue Marstein, seconded by Mike Odden. AIF

The council approved alternate routes to be used by the general public wanting to drive through Holdingford during the Holdingford Daze parade was passed on a motion by Sue Marstein, seconded by Lloyd Rausch. AIF

Resolution 11-04-11-06 Thanking Blattner Energy for their generous donation of food and other items as well as a cash donation to the city's food shelf was made on a motion by Mike Odden, seconded by Sue Marstein. AIF

Resolution 11-04-11-07 approving State of MN joint powers agreements with the City of Holdingford on behalf of its city attorney and police protection was passed on a motion by Lloyd Rausch, seconded by Mike Odden. AIF

Helping Hands requesting a gambling permit for a raffle during Holdingford Daze was passed on a motion by Sue Marstein, seconded by Lloyd Rausch. AIF

The city main software that takes care of utility billing, AP, GL, etc. has a software package that allows off site backups. After some discussion a motion was made to purchase this software on a motion by Mike Odden, seconded by Lloyd Rausch. AIF

Boy Scout troop 63 from the Holdingford/Upsala area, has asked Ernie Schmit if the city would want to display in the City Center, the pictures of all scouts who have achieved the rank of Eagle Scout. It was suggested that the BS donate these pictures to the Holdingford Area Historical Society and to have them displayed at city hall. Ernie is to talk to the BS leaders about this.

Ernie will check on the brush/burn pile.

City wide clean up schedule for Saturday, June 18: 8-10 a.m. Sue and Mike; 10-12 p.m. Lloyd and Ernie.

When the council reaches the time to do the second part of the Wellhead Protection Plan, they will do a Request for Proposal to have bids on doing this portion of the Wellhead Protection Plan. This should happen within the next year or so.

Lawn/leaf pick up is to begin the first Friday of May and continue on the first Friday of each month through the summer and fall.

Motion to adjourn was made by Lloyd Rausch, seconded by Sue Marstein. AIF Meeting adjourned at 9:20 p.m.

Respectfully submitted, Victoria R. Statz, City Clerk, Holdingford