

## Holdingsford City Council Meeting Minutes April 9, 2018

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, Steve Horvath, Sandra Meer, Keith Hommerding, Pat Meier, Robb Berscheid, Melvin Breth, Bob Dickhaus, Jeremy Freudenrich, Scott Lange, Dorine Rausch, Ernie Schmit, Gordy Sjaasheim, and Tim Winter.

Alan Walz made a motion to approve the consent agenda to include the March 12<sup>th</sup> Council Meeting and Public Hearing minutes, March 19<sup>th</sup> Special Meeting minutes, financial reports, and submitted claims. Mike Odden seconded the motion. AIF

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### Department Reports

Liquor Store report was given by manager Patrick Meier. March gross revenue = \$35,549.31. Expenses = \$29,384.93 Year to date balance = \$3,664.64. Lottery year to date = \$437.28. Sunday sports continue along with Wednesday bingo. Musicians are playing April 13<sup>th</sup>, 21<sup>st</sup> and 27<sup>th</sup> as well as May 5<sup>th</sup> during the Pot O'Green. Pat will get another quote for roofing.

Fire Department report was given by Chief Keith Hommerding. In 2018 there have been 52 calls, including, 28 in Holdingsford, eleven in Holdings Township, six in Krain, one in Avon Township and six in Brockway. Of the 52 calls, 42 were medical, three fires, and one hazardous condition, one cancelled in route and five other false alarms.

Donations continue to trickle in and a \$1000 donation was received from the Resurrected Artists. Gambling is slow. The Fire Relief Association donated \$3,000 to truck fund from gambling proceeds.

The department will have another opportunity for a house burn and will do training with new air packs this summer.

The two new members have completed their Fire Fighter II training.

Leighton Broadcasting, where firefighter Tony Abfalter works, donated TV screens and audio equipment for the "I am Responding" program. A thank you resolution will be forthcoming.

Dorine Rausch will attend the county Emergency Managers meeting on April 17<sup>th</sup>.

City engineer Scott Lange has been working with the Maintenance staff to find a solution for getting wipes out of the system. Currently the pumps need to be pulled and cleaned which is causing the excessing wear and tear on the bolts and housings. A quote for \$1,243.25 was reviewed for an aluminum trash basket and cover plate for the Lift Station. This solution would require be more labor intensive since it would need to be checked more often. A quote to install the bucket and rail system will be sought since it's considered a confined space and extra equipment would be needed.

Mayor Sue Marstein read the remaining Maintenance Report. At the Main Lift Station, Pump one is back with repaired impellers and replaced shaft seals. Blower #1 at the Wastewater Treatment Plant (WWPT) was re-built by C Emery Nelson Co. Bearings were replaced in both polyphosphate pumps at the well house, saving over \$800 over the price of two new pumps. Repaired gas pedal on the loader and plugged fuel filter on the plow truck. Plowed and removed snow. The pump in Well 3 is not turning at full speed so Preferred Controls will troubleshoot control panel issues. Dealt with frozen storm sewer lines and flooding around Opatz Metals area. 1,271,000 gallons of well water were pumped. 1,933,000 gallons of wastewater was treated.

### Guests

Bob Dickhaus introduced himself as a candidate for Stearns County Sheriff. He has been a licensed peace officer for the last 27 years in Stearns County, and with the Stearns County Sheriff's Department since in 1993, serving in many departments from corrections to detective to patrol to communications and dispatch.

Scott Lange reviewed the schedule for annexation process and referenced a letter of intent from Greg Konsor to annex property that borders the city to the northeast of the Wobegon Trail. Eric Berscheid made motion to hold a public hearing on May 14, 2018 for consideration of the annexation of property north of the city. Mike Odden seconded the motion. AIF

Notices for the public hearing will be sent to adjoining and affected property owners this week. There was discussion about asking the township to consider fixing a portion of 4<sup>th</sup> Street; a timeline for taxes to be passed on, including both O'hara's property and 10 acre field that the city owns, conditions in Konsor letter regarding staying the current tax rate, consideration for no curb and gutter, and financial assistance with installation of water main under County Road 17. Scott Lange is looking into the best place to bring the water main across the County Road.

Scott Lange presented map with options for installing new sidewalk or having the county lay subgrade along County Road 17 between 2<sup>nd</sup> Street (Gas and Grocery) to the Wobegon Trail crossing. The county gave a rough estimate of \$15,000 if it was prepped and poured. If subgrade was completed, a sidewalk could be put in later by local contractor. Road construction will probably begin midsummer.

### Unfinished Business

Ernie Schmit reviewed bids for the bathhouse/shower facility at Veteran's Park. Bids for concrete and building materials were received last fall and prices were confirmed. Total cost of the building will need to be under \$100,000. Plumbing needs to be approved through state and county. According to the county health inspector, a dump station is required to approve campground area. Locations for a dump station were discussed. Satellite toilets will be placed at the park while the building is being constructed. Bids will be requested for ceramic tile and fixtures. Ernie has two bids for construction labor and will seek one more.

Eric Berscheid made motion to accept bid from APEX Masonry & Concrete for cement work at \$9563.00, and from St Rosa Lumber for \$30,835 for materials. Mike Odden seconded the motion. AIF

Mike Odden made a motion to accept bid of \$3,951.00 from Sunset Electric. Bob Sanchez seconded the motion. AIF

Over \$60,000 has been budgeted by the city. A letter from the city and the American Legion will be sent out to area organizations and businesses requesting donations.

Changes to the snow plowing policy were discussed. Two suggestions included adding language for new mail boxes to have a swing away post and be USPS approved black, non-decorative boxes and include charges for moving snow and/or adding to piles that the city has already made.

With attorneys' revisions for Segura rezoning request, Eric Berscheid made a motion to approve Resolution 18-04-09-1: Resolution Approving a Rezoning from R-1 to H-B. Alan Walz seconded the motion. AIF

### New Business

In regards to the annexation request and public hearing scheduled for May 14<sup>th</sup>, a notice will be sent to adjoining property owners, as well as O'Hara's. Mayor Marstein will attend the next Holding Township meeting.

Robb Berscheid requested that the TIF development agreement for TIF District #4 be amended to account for adjusted property values and the council reviewed an amended agreement from David Drown Associates. Discussion was postponed until a representative from David Drown can meet with the council to answer questions.

Mike Odden made a motion to approve Resolution 18-04-09-2: Holdingford FFA Alumni Tractor Raffle to be held on Friday, October 12, 2018. Alan Walz seconded the motion. AIF

### Admin Reports

Mayors/Council Discussion notes:

- Thank you to Resurrected Artists for \$1000 donation to Historical Society, \$1000 donation to Fire Relief Association, and \$500 donation to Helping Hands.
- Request that Tom's Refuse remove dumpster from campground in the winter and/or make sure it's emptied
- Holdingford Cares Day in conjunction with City wide Clean-up Day on Saturday, May 5<sup>th</sup> from 9-noon. Opatz Metals will provide a dumpster and staff to help, along with Tom's Refuse and will bill the city since it's covered by county grant.
- The city received a \$250 grant from Stearns Electric Operation Round Up for flashing lights on County Road 17, as part of the Safe Routes to School program collaboration
- A spring progress meeting will be scheduled for Safe Routes to School committee
- Will check with school about hosting a bike rodeo, possibly on "Bike to School Day" on May 9<sup>th</sup>.
- Continue discussion for vehicle for maintenance department

Clerks Report: Thanks to the Fire Relief Association for donation of silverware for the kitchen.

### Announcements

Residents who are delinquent on their utility payments are Dave Hagemann, Jenney Gunderson, Jesse Johnson, Sandra Ross, Angie Sobania, Mike Byland, Katie Severson, Kevin Feia, Roger Jensen, Bill Fellegly, and William Wolter.

Next Council Meeting: Monday, May 14<sup>th</sup> at 7:00pm. Local Board of Appeals will meet April 11, 2018 at 7:00pm at City Hall.

Mike Odden made a motion to adjourn the meeting which was seconded by Alan Walz. Meeting adjourned at 9:20p.m.

Respectfully submitted,  
Sandra Meer  
City Clerk-Treasurer

MARCH 2018	
<u>Department</u>	<u>Gross Pay</u>
General	\$ 9,138.78
Public Works	\$ 12,988.34
Fire	\$
Liquor	\$ 9,804.54
Total	\$30,881.66
3 pay periods ending	
3/2, 3/16 and 3/30	

**City of Holdingford - Equal Opportunity Provider  
Accounts Payable Check Register Report - STEARNS BANK  
For The Fiscal Periods Range From 2018-3 To 2018-3**

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

Check #	Type	Date	Vendor	Name	Amount	Status
33536	C	3/12/2018	860	Alan Walz	\$198.90	C
33537	C	3/12/2018	496	Albany Chrysler Center	\$711.52	C
33538	C	3/12/2018	691	Allstream	\$205.42	C
33539	C	3/12/2018	6	AmeriPride Linen	\$66.49	C
33540	C	3/12/2018	856	Andy Bartkowicz	\$75.00	C
33541	C	3/12/2018	8	Becker Septic Pumping	\$160.00	C
33542	C	3/12/2018	9	Bernick's Pepsi-Cola	\$192.80	C
33543	C	3/12/2018	825	Bound Tree Medical, LLC	\$86.28	C
33544	C	3/12/2018	828	Brian Zapzalka	\$650.00	C
33545	C	3/12/2018	18	C & L Distributing, Inc	\$5,756.71	C
33546	C	3/12/2018	836	Charles Roth	\$400.00	C
33547	C	3/12/2018	48	D & D Beverage	\$343.00	C
33548	C	3/12/2018	370	Dorine Rausch	\$36.57	C
33549	C	3/12/2018	53	Ecolab	\$82.95	C
33550	C	3/12/2018	550	Everything Signs	\$427.68	C
33551	C	3/12/2018	956	Frank Haynes Consulting	\$105.00	C
33552	C	3/12/2018	70	Frito-Lay, Inc	\$46.02	C
33553	C	3/12/2018	316	GERAD'S OIL CO., INC	\$680.65	C
33554	C	3/12/2018	787	Granite City Jobbing Co	\$444.58	C
33555	C	3/12/2018	90	Harry's Frozen Foods	\$90.50	C
33557	C	3/12/2018	481	Heggies Pizza	\$299.45	C
33558	C	3/12/2018	132	Larson Excavating	\$6,432.09	C
33559	C	3/12/2018	539	League of MN Cities Ins. Tr/BKLY	\$14,234.00	C
33560	C	3/12/2018	730	Midcontinent Business Solutions	\$232.43	C
33561	C	3/12/2018	905	Midwest Machinery Co	\$19.48	C
33562	C	3/12/2018	402	MN Ambulance Association	\$75.00	C
33563	C	3/12/2018	911	MN PEIP	\$514.23	C
33564	C	3/12/2018	207	Postmaster	\$105.00	C
33566	C	3/12/2018	951	Shred Right	\$67.60	C
33567	C	3/12/2018	685	Star Publications, LLC	\$161.35	C
33568	C	3/12/2018	957	Stearns DHIA Central Lab	\$87.00	C
33569	C	3/12/2018	915	Steve Horvath	\$75.00	C
33570	C	3/12/2018	896	Team Lab	\$284.50	C
33571	C	3/12/2018	804	Toshiba Financial Services	\$99.12	C
33572	C	3/12/2018	270	Two Rivers Enterprise	\$95.37	C
33573	C	3/12/2018	271	UC Lab	\$998.00	C
33574	C	3/12/2018	276	United Systems Technology	\$12.72	C
33575	C	3/12/2018	903	Upper Lakes Foods, Inc.	\$80.25	C
33576	C	3/12/2018	339	Verizon Wireless	\$89.96	C
33577	C	3/12/2018	281	Viking Coca Cola Bottling	\$640.80	C
33578	C	3/12/2018	360	XCEL ENERGY 51-5655037-5	\$1,991.83	C
33579	C	3/12/2018	359	XCEL ENERGY 51-5655038-6	\$1,694.39	C
33580	C	3/12/2018	361	XCEL ENERGY 51-5655039-7	\$1,036.83	C
33581	C	3/12/2018	358	XCEL ENERGY 51-5655040-0	\$2,682.09	C
33582	C	3/12/2018	383	XCEL ENERGY 51-5655041-1	\$703.67	C
33583	C	3/12/2018	519	XCEL ENERGY 51-8242904-3	\$26.29	C
33584	C	3/12/2018	292	Ziegler	\$338.30	C
33535	C	3/12/2018	704	AFSCME Council 65	\$100.16	O
33556	C	3/12/2018	92	Headley Hardware	\$768.44	O
33565	C	3/12/2018	893	Rolling Lake Auto	\$169.25	O
					<b>Cleared</b>	<b>\$43,836.82</b>
					<b>Outstanding</b>	<b>\$1,037.85</b>
					<b>Void</b>	<b>\$0.00</b>