

# Holdingsford City Council Meeting and Public Hearing Minutes

April 11, 2022

Public Hearing for Easement relating to an existing portion of a building which is located in an Alleyway was called to order at 7pm. After no comment, Robb Berscheid made a motion to close the Public Hearing at 7:02pm. Seth Young seconded. All in favor.

The Holdingsford City Council meeting was called to order at 7:02 p.m. by Mayor Sue Marstein, the Pledge of Allegiance was recited.

Present at City Hall: Susan Marstein, Eric Berscheid, Robb Berscheid, Mike Odden, Seth Young, Jenn Hegna, Sheri Johnson, Scott Lange, Steve Horvath, Janelle Kendall, Jeff Burg, Gordy Sjaheim, Jayme Opatz, Matt Kunstleben, Kimberly Kunstleben, Robin Heinen and Craig Dewar.

Robb Berscheid made a motion to approve the consent agenda to include minutes of the March 14<sup>th</sup> Council Meeting, March 30<sup>th</sup> special meeting, submitted monthly claims, contract hours and financial reports. Mike Odden seconded the motion. All in favor.

## Guests

Stearns County Attorney Janelle P Kendall gave the annual Holdingsford Prosecution Contract report for 2021. She reported that serious crime is very low in Holdingsford. There was a total of 17 adult and juvenile prosecutions from the City of Holdingsford.

Jeff Burg approached the council with an idea for a mural to be painted on the museum. This would be depicting the history of Holdingsford with a team of horses crossing the ford in the river and the old mill in the background. The Historical Society will be collecting donations for this project.

Robin Heinen, Matt and Kimberly Kunstleben approached the council because they are interested in purchasing and homesteading the trailer park. Council reviewed Section 7 of the Zoning Ordinance relating to Manufactured Home Parks.

## Department Reports

Liquor Store financial report was reviewed. March Revenue = \$30,818.65. March Expenses = \$24,363.80. E-tabs and Pull tabs was \$2,041.00. In April, there will be bands on the 9<sup>th</sup> and 23<sup>rd</sup>. DJ Karaoke on the 15<sup>th</sup>. Bar BINGO is every Wednesday.

Fire Department report was reviewed. Total of 31 calls in 2022. 15 calls were in the city of Holdingsford, 11 in Holding Township, 3 in Brockway Township, 1 in Krain Township and 1 in Elmdale Township. 27 were medical, 1 hazard, 1 structure fire and 2 car accident. It was reported that calendar donations are still coming in and they are doing very well. The Fire Department hired Brian Donabuer and Brandon Chafon. In April, there will be hybrid/ electric car training. Eric Berscheid made a motion to approve the purchase of a positive pressure fan with the estimated cost of \$5,000 to be paid by the Fire Relief Association. Seth Young seconded the motion. All in favor.

Maintenance Report was given by Lead Maintenance Specialist Steve Horvath. The 4<sup>th</sup> Street Lift Station had frost move the cover which bent the inside rails. Tri- State has a solution. The Maintenance team took down the Christmas decorations, prepared street sweeper for spring clean-up, worked with Traut Wells to create a plan for well 3, worked on the Kubota side by side which needed electrical repair, submitted bio solids samples in preparation of land application for the last week of April and started the Chlorine and Sulfur Dioxide back up at Waste Water Treatment plant per Minnesota Pollution Control permit requirements. Minnesota Department of Health took the 2<sup>nd</sup> test for Manganese levels. The Dump Station for the Campground has been started, Robb Berscheid made a motion to move forward with the bid from Traut Companies for Brush Casing and Shock Chlorinate for Well 3. The bid totaled \$8,350. Mike Odden seconded the motion. AIF. 1,424,000 gallons of well water were pumped. 2,327,000 gallons of wastewater was treated.

The City Engineer report was given by Scott Lange. We are still in the process of collecting all information needed for the Chloride variance request. There is a drainage problem at 170 Plymouth Street, the driveway apron has settled allowing water to overflow the curb line and flow into the house. This will be reviewed in the May meeting.

## Old Business

Robb Berscheid made a motion to approve the bid for purchase of the old holiday décor at \$15 apiece. Mike Odden seconded. All in favor.

## New Business

Sue Marstein made a motion to approve Resolution 22-04-11-01 Holdingsford Area Chamber of Commerce Gambling Permit for the ranger raffle on August 26<sup>th</sup>. Seth Young seconded. In favor- Sue Marstein, Eric Berscheid, Seth Young, Mike Odden. Abstain- Robb Berscheid. Motion passed.

Mike Odden made a motion to approve Resolution 22-04-11-02 Granting Easement. Robb Berscheid seconded. All in favor.

Mike Odden made a motion to appoint Jayme Opatz as a new member to City Council. He is appointed through the end of 2022. Seth Young seconded. In favor- Sue Marstein, Eric Berscheid, Seth Young, Mike Odden. Abstain- Robb Berscheid. Motion passed.

Jayme Opatz took his Oath of Office effective April 16<sup>th</sup> 2022.

## Land Use Permits

Mike Odden made a motion to approve Land Use Permit 22-5 for Craig Dewar. Eric Berscheid seconded. All in favor.

Eric Berscheid made a motion to approve Land Use Permit 22-6 for ISD 738. Sue Marstein seconded. All in favor.

The Planning and Zoning committee reviewed the variance application for Opatz Metals. They are asking for public input. The Council will review the application during a Special Meeting on April 27<sup>th</sup> at 6:00 p.m.

Residents who are delinquent on their utility payments are: Hyatt House: \$4,647.80, Joseph Doll \$444.39, Greg Willenbring \$409.44, Dale Lundberg \$397.44, Andy Higgins \$390.59, Kelly and Raeanna Kobernusz \$372.18, Duane Young \$352.20, Terry Runge \$339.33 and Roger Jensen \$301.82.

Admin Reports

Mayors/Council Discussion notes:

- Kathy O’Hara was recognized for 24 years of service to the city.
- Mayor Sue Marstein will be attending a training at the end of April on Economic Development.
- There was a discussion about branches at the compost pile.
- There was discussion about completing the skate park.
- Kathy O’Hara was complimented for the festive décor at City Hall.

Clerk Report

- Sheri Johnson was welcomed as our new Deputy Clerk- Treasurer.
- The phone number for the Fire Department has been disconnected per Fire Department request, questions about the Fire Department can be directed to City Hall.
- The Initiative Foundation sent a Thank You for the City donation.
- There is a request from the full time City Employees to stop contributing into their Health Care Savings Plan which can be used at retirement. Current city policies require ½ of earned sick time to be paid into the Health Care Savings Plan once an employee leaves employment with the City. The full time City Employees are asking for this to be changed to being paid out either on their final check or into their Health Savings Account.

Announcements

Special Council meeting on April 27<sup>th</sup> at 6:00 p.m.  
 Holdingford Cares Day May 7<sup>th</sup> from 9:00-noon  
 Next council meeting: Monday, May 9<sup>th</sup> at 7:00 p.m.

Robb Berscheid made a motion to adjourn the meeting. Motion was seconded by Eric Berscheid. Meeting adjourned at 9:31 p.m.

Respectfully submitted,  
 Jenn Hegna  
 Clerk, Holdingford

March 2022	
Department	Gross Pay
General	\$7,379.93
Public Works	\$8,434.40
Fire	
Liquor	\$7,074.76
Total	\$22,636.97
2 pay periods ending	3/11 and 3/25

**City of Holdingford - Equal Opport Providr**  
**For The Date Range From 3/1/2022 To 3/31/2022**

Check # / eCheck ID	Type	Date	Vendor Name	Amount	Status
37099	C	3/2/2022	1072	\$470.75	O
37100	C	3/2/2022	691 Allstream	\$254.97	O
37101	C	3/2/2022	6 Aramark	\$105.43	O
37102	C	3/2/2022	9 Bernick's Pepsi-Cola	\$256.03	O
37103	C	3/2/2022	18 C & L Distributing, Inc	\$2,970.75	O
37104	C	3/2/2022	873 CenturyLink	\$69.33	O
37105	C	3/2/2022	959 Emergency Services Marketing Corp., Inc.	\$2,096.00	O
37106	C	3/2/2022	316 GERAD'S OIL CO., INC	\$727.51	O
37107	C	3/2/2022	787 Granite City Jobbing Co	\$669.01	O
37108	C	3/2/2022	90 Harry's Frozen Foods	\$99.00	O
37109	C	3/2/2022	91 Hawkins, Inc	\$10.00	O
37110	C	3/2/2022	481 Heggies Pizza	\$66.00	O
37111	C	3/2/2022	594 Holdingford Lions Club	\$200.00	O
37112	C	3/2/2022	119 Johnson Brothers Liquor Co.	\$827.48	O
37113	C	3/2/2022	984 Net V Pro	\$15.00	O
37114	C	3/2/2022	476 Preferred Controls Corp	\$1,297.80	O
37115	C	3/2/2022	223 S.E.H.	\$626.50	O
37116	C	3/2/2022	1071 Speedee	\$16.91	O
37117	C	3/2/2022	750 St Cloud Times #1076	\$30.00	O
37118	C	3/16/2022	704 AFSCME Council 65	\$109.88	O
37119	C	3/16/2022	9 Bernick's Pepsi-Cola	\$472.37	O
37120	C	3/16/2022	828 Brian Zapzalka	\$650.00	O
37121	C	3/16/2022	18 C & L Distributing, Inc	\$3,493.20	O

37122	C	3/16/2022	814 Cruise Control	\$375.00O
37123	C	3/16/2022	70 Frito-Lay, Inc	\$30.60O
37124	C	3/16/2022	787 Granite City Jobbing Co	\$728.47O
37125	C	3/16/2022	92 Headley Hardware	\$322.92O
37126	C	3/16/2022	481 Heggies Pizza	\$225.20O
37127	C	3/16/2022	1038 Hertzberg Community Solar LLC	\$188.04O
37128	C	3/16/2022	101 Holdingford Chamber of Commerce	\$60.00O
37129	C	3/16/2022	614 Holdingford Gas and Grocery	\$269.91O
37130	C	3/16/2022	324 Initiative Foundation	\$500.00O
37131	C	3/16/2022	119 Johnson Brothers Liquor Co.	\$565.00O
37132	C	3/16/2022	121 KASM Radio	\$80.00O
37133	C	3/16/2022	153 Med-Compass, Inc	\$2,000.00O
37134	C	3/16/2022	730 Midcontinent Business Solutions	\$338.46O
37135	C	3/16/2022	911 MN PEIP	\$1,924.71O
37136	C	3/16/2022	718 Nelson's Septic Service	\$881.25O
37137	C	3/16/2022	984 Net V Pro	\$15.00O
37138	C	3/16/2022	1015 Patricia Browen	\$200.00O
37139	C	3/16/2022	204 Patrick Meier	\$25.00O
37140	C	3/16/2022	671 Ripplinger Plumbing	\$138.00O
37141	C	3/16/2022	920 Rudolph's Redneck Roost	\$988.84O
37142	C	3/16/2022	1070 Samantha Angevine	\$231.66O
37143	C	3/16/2022	237 St Rosa Lumber, Inc	\$1,645.90O
37144	C	3/16/2022	685 Star Publications, LLC	\$211.96O
37145	C	3/16/2022	242 Stearns Cty Auditor-Treas	\$135.20O
37146	C	3/16/2022	263 Tom's Refuse	\$6,622.00O
37147	C	3/16/2022	804 Toshiba Financial Services	\$209.56O
37148	C	3/16/2022	728 Tri-State Pump & Control, Inc.	\$16,823.18O
37149	C	3/16/2022	271 UC Lab	\$936.88O
37150	C	3/16/2022	903 Upper Lakes Foods, Inc.	\$541.03O
37151	C	3/16/2022	339 Verizon Wireless	\$113.63O
37152	C	3/16/2022	281 Viking Coca Cola Bottling	\$588.00O
37153	C	3/16/2022	360 XCEL ENERGY 51-5655037-5	\$3,756.73O
37154	C	3/16/2022	359 XCEL ENERGY 51-5655038-6	\$869.03O
37155	C	3/16/2022	383 XCEL ENERGY 51-5655041-1	\$805.58O
37156	C	3/16/2022	519 XCEL ENERGY 51-8242904-3	\$27.37O
37157	C	3/30/2022	496 Albany Chrysler Center	\$129.04O
37158	C	3/30/2022	691 Allstream	\$250.62O
37159	C	3/30/2022	501 American Legion	\$100.00O
37160	C	3/30/2022	856 Andy Bartkowicz	\$75.00O
37161	C	3/30/2022	6 Aramark	\$108.61O
37162	C	3/30/2022	9 Bernick's Pepsi-Cola	\$361.14O
37163	C	3/30/2022	627 Breakthru Beverage Minnesota	\$598.01O
37164	C	3/30/2022	18 C & L Distributing, Inc	\$2,326.70O
37165	C	3/30/2022	24 Central McGowan, Inc	\$43.02O
37166	C	3/30/2022	873 CenturyLink	\$69.33O
37167	C	3/30/2022	836 Charles Roth	\$350.00O
37168	C	3/30/2022	48 Dahlheimer Beverage	\$313.50O
37169	C	3/30/2022	1074 DG Minnesota CS 2021, LLC	\$803.32O
37170	C	3/30/2022	53 Ecolab	\$91.73O
37171	C	3/30/2022	70 Frito-Lay, Inc	\$45.90O
37172	C	3/30/2022	787 Granite City Jobbing Co	\$383.48O
37173	C	3/30/2022	90 Harry's Frozen Foods	\$98.00O
37174	C	3/30/2022	481 Heggies Pizza	\$99.00O
37175	C	3/30/2022	1038 Hertzberg Community Solar LLC	\$302.05O
37176	C	3/30/2022	119 Johnson Brothers Liquor Co.	\$549.01O
37177	C	3/30/2022	333 Kathy O'Hara	\$75.00O
37178	C	3/30/2022	1075 Minnesota Dutchmen	\$450.00O
37179	C	3/30/2022	431 MPCA	\$200.00O
37180	C	3/30/2022	1015 Patricia Browen	\$200.00O
37181	C	3/30/2022	207 Postmaster	\$120.00O
37182	C	3/30/2022	223 S.E.H.	\$507.00O
37183	C	3/30/2022	750 St Cloud Times #1076	\$35.00O
37184	C	3/30/2022	915 Steve Horvath	\$75.00O
37185	C	3/30/2022	412 Sunset Electric, Inc	\$2,910.00O
37186	C	3/30/2022	263 Tom's Refuse	\$6,326.05O
37187	C	3/30/2022	266 Traut Wells	\$108.00O
37188	C	3/30/2022	281 Viking Coca Cola Bottling	\$439.25O
37189	C	3/30/2022	360 XCEL ENERGY 51-5655037-5	\$3,211.53O
37190	C	3/30/2022	359 XCEL ENERGY 51-5655038-6	\$1,833.46O
37191	C	3/30/2022	361 XCEL ENERGY 51-5655039-7	\$1,143.39O
37192	C	3/30/2022	383 XCEL ENERGY 51-5655041-1	\$450.52O
37193	C	3/30/2022	519 XCEL ENERGY 51-8242904-3	\$27.39O

**\$84,117.08**