

City Council Meeting Minutes (Approved)  
August 8, 2011

Present at the meeting: Mike Odden, Lloyd Rausch, Susan Marstein, Ernie Schmit, Kim Ebnet, Vicki Statz, Dorine Rausch, Scott Lange, Karla Kalla, Joan Eilers, Pat Meier, Jeremy Freudenrich, David Drown

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

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

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

Electronic transfers and debit card purchases for June was approved on a motion by Kim Ebnet, seconded by Lloyd Rausch. AIF

Bank rec. for July was approved on a motion by Lloyd Rausch, seconded by Mike Odden. AIF

Electronic transfers and debit card purchases for July was approved on a motion by Sue Marstein, seconded by Lloyd Rausch. AIF

Motion to approve minutes of the July 11, 2011 council meeting with corrections was made by Sue Marstein, seconded by Lloyd Rausch. AIF

Liquor Store report was given by manager, Pat Meier. Gross revenue for July was \$43,569.25 with expenses of \$33,201.75. Lottery YTD is \$2,352.32 for a net revenue of \$28,528.12. It should be noted that there are several invoices that came in at the very end of July, paid in August that will have an impact on the revenue for August. The municipal is open on Sundays for car racing, MN Twins games and golf. Saturday, August 27 we will have a game day and on September 11 there will be a wine taste day with wine from Millner Winery.

One of the freezers has malfunctioned. There has been a claim put in to LMCIT for content loss. Motion to allow Pat and the mayor to purchase a new freezer was made by Kim Ebnet, seconded by Mike Odden. AIF

Pat requested a raise for the part time subcontracted bartenders from \$6/hour to \$7.50/hour. After some discussion, motion to approve this pay raise was made by Sue Marstein, seconded by Lloyd Rausch. Voting yes was Sue Marstein and Lloyd Rausch. Voting no was Mike Odden and Kim Ebnet. Mayor Ernie Schmit voted no to the tie breaker. Motion did not pass.

Motion to raise the part time subcontracted bartenders from \$6/hour to \$7/hour was made by Sue Marstein, seconded by Mike Odden. Voting yes was Sue Marstein, Mike Odden, Kim Ebnet. Voting no was Lloyd Rausch. Motion passed.

Fire Department report was given by Fire Chief, Pat Meier. There has been a total of 44 calls so far this year. One from Albany Township, eight from Brockway Township, 16 from the City of Holdingford, 15 from Holding Township, three from Krain Township and one from Two rivers Township. Stearns Electric donated \$500 to the Fire Department to help purchase "hot sticks" that will be used to check if a downed power line is live or not.

Dorine Rausch reported on old turn out gear that has been donated to developing fire departments. They gave away 29 jackets, 19 bunkers, 17 helmets, 6 pair boots, 28 air tanks and 20 packs and masks. All this equipment has a useful life and was in good condition but no longer meets OSHA requirements, was given to another fire department in South America.

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

#### Old Business

Scott Lange gave the council an update on our street and utility project. There may be some contaminated soil in the street by Holdingford Gas and Grocery. Larson Excavating has notified the city that they may take any contaminated soil and spread it on their land south of Holdingford. Larson's are thinking it may be one or two truckloads. Acknowledging receipt and allowing the mayor to sign the Petroleum Remediation Program form was made on a motion by Lloyd Rausch, seconded by Mike Odden. AIF

Larson's are hopeful to start on the north side of Co. Rd. 17 next Monday, August 15. Paving of Washington and Cedar Sts. will be done at the same time next week. Cedar will have curb and gutter put in this week.

Request for Payment #2 for \$341,808.76 from Larson's was made by Scott. Motion to approve was made by Sue Marstein, seconded by Kim Ebnet. AIF

Motion to approve Change Order #1 contingent on USDA Rural Development approval for \$7,082.65 was made by Kim Ebnet, seconded by Mike Odden. AIF Change order details are available at the city clerk's office for anyone who may want to view them.

Comments from the public hearing were heard by the council. There is concern as to how Park St. will be handled when the south side expansion project is worked on. The council will be taking a look at how Park St. can be made more user friendly.

David Drown came before the council and talked about a GO (General Obligation) Bond to finance all Rural Development ineligible costs of the project including the expansion project south of Washington St. Motion approving the issuance of \$975,000 G.O. Improvement Bonds, Series 2011B was made by Sue Marstein, seconded by Lloyd Rausch AIF. It was decided to have a competitive bid process on this bond issue with having the bid decision made at a special meeting on Monday, August 29, 2011 at 7 p.m. at city hall.

Motion to hire Empire Pipe Services out of Mankato, MN, contingent upon USDA Rural Development approval was made by Mike Odden, seconded by Kim Ebnet. AIF This company will do a televised and cleaning of sanitary sewer pipes in the expansion project and to see in what condition the sanitary sewer lines are in. Total cost will be \$4,730.

### New Business

Joan Eilers from Comfort Keepers, an elder in home health care company, came before the council to explain what their company does for the elderly. Flyers are available at city hall.

Revisited Resolution 11-07-11-01. After submitting this to our city attorney, he requested a change for the benefit of the city. Article 6 was changed from "This Resolution shall have the force of a continuing agreement with the Grantor, Grantee, and Assignee and Grantor shall not amend or otherwise alter this Resolution without the written consent of Grantee and Assignee." to read: "This Resolution shall have the force of a continuing agreement with the Grantor, Grantee, and Assignee." Motion to rescind Resolution 11-07-11-01 was made by Kim Ebnet, seconded by Sue Marstein. AIF Motion to accept Resolution 11-08-08-02 with the change on Article 6 to read: "This Resolution shall have the force of a continuing agreement with the Grantor, Grantee, and Assignee." was made by Sue Marstein, seconded by Kim Ebnet. AIF

Xtratyme (now Blueprint America) lease was discussed. After they pay their overdue electricity use bill to the city, a one year contract will be signed. They need to have this paid by August 30<sup>th</sup>. They have use of our water tower to send their internet signals.

Budget meetings have been set:

City administration with liaison Ernie Schmit will be Wednesday, Aug. 17 at 6:15 p.m.

Liquor budget with liaison Lloyd Rausch will be Thursday, Aug. 18 at 5 p.m.

Park budget with liaison Mike Odden will be Wednesday, Aug. 24 at 5 p.m.

Maintenance with liaison Kim Ebnet will be Wednesday, Aug. 24 at 6:30 p.m.

Fire Department with liaison Sue Marstein and township supervisors will be Thursday, Aug. 25 at 6:30 p.m. here at city hall.

LGA for the City of Holdingford will be the same as 2010. We were certified for \$169,193 for 2011 LGA was at \$165,544 in 2010 so we will lose \$3,649.

The newly installed fire alarm system for the city center will cost \$25/month for monitoring.

The city's dishwasher pressure rinse cycle is not working properly. Jeremy will be working to get someone in to get it fixed.

Resolution 11-08-08-03, accepting Jerry Schueler's resignation was approved on a motion by Kim Ebnet, seconded by Sue Marstein. AIF

Motion to move Jeremy from Maintenance Lead (Group I, Range 4 \$18.87) to Maintenance Supervisor (Group J, Range 3 \$19.24) was made by Lloyd Rausch, seconded by Sue Marstein. AIF

Motion to accept the employment of Adam Krebs was made by Sue Marstein, contingent upon his passing physical and drug tests, background check, was seconded by Lloyd Rausch. Voting yes: Sue Marstein, Lloyd Rausch, Kim Ebnet. Voting no: Mike Odden.

Motion to hire, at will employment, Jon Forsell, to fill in for B Wastewater operator for four hours/week at \$25/hr for four weeks was made by Sue Marstein, seconded by Kim Ebnet. AIF

Reminder that hazardous waste will be Saturday, August 27 at St. Mary's parking lot from 9 a.m. to 1 p.m.

Daryl Mosel requested clarification of who owns land just west of St. Hedwig's cemetery and who owns the approach. It was stated that Dale Wentland owns that approach.

Motion to adjourn was made by Sue Marstein, seconded by Lloyd Rausch. AIF Meeting adjourned at 10:10 p.m. AIF

Respectfully submitted,  
 Victoria R. Statz  
 City Clerk, Holdingford

Liquor Acct:		JULY	General Acct:	
Name	Salary		Name	Salary
Pam Voss	\$ 1,163.76		Jerome Schueler	\$ 3,542.40
Pat Meier	\$ 3,249.60		Victoria Statz	\$ 3,164.82
Debbie Meier	\$ 643.51		Kathy O'Hara	\$ 961.23
Sherry Johnson	\$ 350.03		Jeremy Freudenrich	\$ 3,019.20
Anna Philippi	\$ 315.02		Ernie Schmit	\$ 244.00
Jackie Hadley	\$ 673.13		Kim Ebnet	\$ 137.00
Total Salary Liquor Store	\$ 6,395.05		Mike Odden	\$ 137.00
			Lloyd Rausch	\$ 137.00
2 Pay periods ending			Susan Marstein	\$ 137.00
7/04; 7/18				
			Total General Salary	\$ 11,479.65
			Total of General and Liquor	\$ 17,874.70

**City of Holdingford - Equal Opportunity Provider**  
**Accounts Payable Check Register Report - STEARNS BANK**  
**For The Date Range From 7/1/2011 To 7/31/2011**  
**For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated**

Check #	Type	Date	Vendor	Name	Amount	Status
0000027423	C	7/11/2011	328	ALLSPEC SERVICES, LLC	\$163.50	C
0000027424	C	7/11/2011	713	Bonnie Meier	\$15.00	C
0000027425	C	7/11/2011	378	Dan Bieniek	\$180.00	C
0000027426	C	7/11/2011	632	E C M Publishers, Inc	\$26.85	C
0000027427	C	7/11/2011	80	Gopher State One-Call, Inc	\$59.45	C
0000027428	C	7/11/2011	614	Holdingford Gas and Grocery	\$335.54	C
0000027429	C	7/11/2011	691	Integra Telecom	\$285.65	C
0000027430	C	7/11/2011	712	Jordie's Trail Side Cafe	\$918.56	C
0000027431	C	7/11/2011	133	Laverne Woidyla	\$59.23	C
0000027432	C	7/11/2011	309	Louise Winkler	\$32.19	C
0000027433	C	7/11/2011	161	Mike Odden	\$75.00	C
0000027434	C	7/11/2011	207	Postmaster	\$131.00	C
0000027435	C	7/11/2011	216	Reichert, Wenner, Koch	\$680.00	C
0000027436	C	7/11/2011	502	Ruth Odden	\$18.42	C
0000027437	C	7/11/2011	685	Star Publications, LLC	\$107.26	C
0000027438	C	7/11/2011	248	Stearns Cty Sheriff's Department	\$7,245.00	C
0000027439	C	7/11/2011	263	Tom's Refuse	\$5,548.03	C
0000027440	C	7/11/2011	271	UC Lab	\$690.00	C
0000027441	C	7/11/2011	339	Verizon Wireless	\$91.14	C
0000027442	C	7/11/2011	280	Vicki Statz	\$116.08	C
0000027443	C	7/11/2011	358	XCEL ENERGY 51-5655040-0	\$1,558.51	C
0000027452	C	7/27/2011	28	City of Holdingford	\$791.84	C

Check #	Type	Date	Vendor	Name	Amount	Status
0000027458	C	7/27/2011	716	Ezra Jacobson	\$3,500.00	C
0000027461	C	7/27/2011	709	Gary Fisher	\$270.00	C
0000027476	C	7/27/2011	622	Matt Philippi	\$89.25	C
0000027485	C	7/27/2011	588	Rodney Adolph	\$225.00	C
0000027488	C	7/27/2011	240	Stearns Bank-Holdingford	\$13.15	C
0000027496	C	7/27/2011	280	Vicki Statz	\$44.82	C
0000027444	C	7/27/2011	719	Advance Fence & Deck, LLC	\$761.00	O
0000027445	C	7/27/2011	409	Albany Heating, A/C & Service, Inc.	\$350.00	O
0000027446	C	7/27/2011	6	AmeriPride Linen	\$190.07	O
0000027447	C	7/27/2011	8	Becker Septic Pumping	\$513.00	O
0000027448	C	7/27/2011	9	Bernick's Pepsi-Cola	\$2,117.20	O
0000027449	C	7/27/2011	18	C & L Distributing, Inc	\$1,903.45	O
0000027450	C	7/27/2011	662	Carol Harlander	\$489.06	O
0000027451	C	7/27/2011	21	Central MN. Alarms, Inc.	\$1,025.00	O
0000027453	C	7/27/2011	48	D & D Beer Co.	\$636.00	O
0000027454	C	7/27/2011	565	Duane Young	\$150.00	O
0000027455	C	7/27/2011	52	E. A. Sween Company	\$280.87	O
0000027456	C	7/27/2011	53	Ecolab	\$110.08	O
0000027457	C	7/27/2011	640	Evergreen Equipment	\$42.45	O
0000027459	C	7/27/2011	70	Frito-Lay, Inc - 8416	\$133.99	O
0000027460	C	7/27/2011	717	Garage Door Repair	\$67.83	O
0000027462	C	7/27/2011	90	Harry's Frozen Foods	\$236.00	O
0000027463	C	7/27/2011	91	Hawkins, Inc	\$3,604.85	O
0000027464	C	7/27/2011	481	Heggies Pizza	\$44.10	O
0000027465	C	7/27/2011	97	Henry's Waterworks, Inc	\$611.97	O
0000027466	C	7/27/2011	100	Holdingford Booster Club	\$40.00	O
0000027467	C	7/27/2011	715	Hotstick USA, Inc	\$844.50	O
0000027468	C	7/27/2011	691	Integra Telecom	\$75.03	O
0000027469	C	7/27/2011	720	Janice Stegura	\$93.50	O
0000027470	C	7/27/2011	574	Jeremy Freudenrich	\$24.57	O
0000027471	C	7/27/2011	557	Jo Hadeen	\$46.75	O
0000027472	C	7/27/2011	119	Johnson Brothers Liquor C	\$2,221.60	O
0000027473	C	7/27/2011	711	Kelly Heitzman	\$29.75	O
0000027474	C	7/27/2011	721	Kristi Weitalla	\$51.00	O
0000027475	C	7/27/2011	447	Marco, Inc	\$136.37	O
0000027477	C	7/27/2011	456	MDH Public Water Supply Unit	\$460.00	O
0000027478	C	7/27/2011	144	MEDICA	\$2,817.81	O
0000027479	C	7/27/2011	710	Michelle Cottrell	\$63.75	O
0000027480	C	7/27/2011	167	MN Dept of Public Safety	\$12.00	O
0000027481	C	7/27/2011	718	Nelson's Septic Service	\$300.00	O
0000027482	C	7/27/2011	207	Postmaster	\$42.00	O
0000027483	C	7/27/2011	208	Principal Life	\$626.45	O
0000027484	C	7/27/2011	210	Quality Wines & Spirits	\$1,330.89	O
0000027486	C	7/27/2011	451	Servocal Instruments, Inc	\$155.82	O

Check #	Type	Date	Vendor	Name	Amount	Status
0000027487	C	7/27/2011	685	Star Publications, LLC	\$25.00	O
0000027489	C	7/27/2011	240	Stearns Bank-Holdingford	\$3,282.34	O
0000027490	C	7/27/2011	258	The Nut Man	\$115.00	O
0000027491	C	7/27/2011	266	Traut Wells	\$87.00	O
0000027492	C	7/27/2011	270	Two Rivers Enterprise	\$6,098.86	O
0000027493	C	7/27/2011	294	US Cable	\$84.16	O
0000027494	C	7/27/2011	386	USA Bluebook	\$71.95	O
0000027495	C	7/27/2011	339	Verizon Wireless	\$56.33	O
0000027497	C	7/27/2011	281	Viking Coca Cola Bottling	\$1,907.50	O
0000027498	C	7/27/2011	714	XCEL ENERGY 135920-8	\$60.80	O
0000027499	C	7/27/2011	384	XCEL ENERGY 51-336-4 & 8	\$110.56	O
0000027500	C	7/27/2011	360	XCEL ENERGY 51-5655037-5	\$730.61	O
0000027501	C	7/27/2011	359	XCEL ENERGY 51-5655038-6	\$1,076.76	O
0000027502	C	7/27/2011	361	XCEL ENERGY 51-5655039-7	\$947.38	O
0000027503	C	7/27/2011	383	XCEL ENERGY 51-5655041-1	\$773.09	O
0000027504	C	7/27/2011	519	Xcel Energy 51-8242904-3	\$64.95	O
					<b>Cleared</b>	<b>\$23,270.47</b>
					<b>Outstanding</b>	<b>\$38,131.00</b>