

Holdingsford City Council Meeting Minutes February 14, 2022

The Holdingsford City Council meeting was called to order at 7:00 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, Julie Warren, Steve Horvath, Scott Lange and Herman Lensing.

Robb Berscheid made a motion to approve the consent agenda to include minutes of the January 10th Council Meeting, submitted monthly claims, contract hours and financial reports. Eric Berscheid seconded the motion. All in favor.

Department Reports

Liquor Store financial report was reviewed. January Revenue = \$29,371.25. January Expenses = \$31,463.04. E-tabs and Pull tabs was \$2,147.00 There was a band on Saturday, February 5th and DJ Karaoke will be on the 18th. Bar BINGO is every Wednesday.

Fire Department report was reviewed. Total of 15 calls as of February 8, 2022. 7 calls were in the city of Holdingsford, 7 in Holding Township, 1 in Brockway Township and 0 in Krain Township. Of the 15 calls, 14 were medical, and 1 car accident. The annual Fire Relief breakfast fundraiser will be on March 13th. The Annual Fire Relief Association has decided to do a gun raffle with a drawing to be held at Rudolph's Redneck Roost after the breakfast on March 13th. The Fire Relief Association made a donation to the truck fund. One volunteer has submitted a letter of resignation effective in May, and one volunteer has taken a six-month leave of absence. First Responder Refresher is currently taking place. Bi-annual maintenance on the trucks has been completed. The Fire Department has requested approval to apply for Stearns Electric Association Operation Round Up Grant. They would like to purchase a pressure washer so members don't have to bring in their own. Mike Odden made a motion to approve the Fire Department applying for the Stearns Electric Association Operating Round Up Grant. Robb Berscheid seconded the motion. All in favor.

Maintenance Report was reviewed. The LCD screen was replaced at the Waste Water Treatment Plant. Some ammonia "bugs" had to be added to the WWTP ditches. The annual SARA Tier II report for the Department of Homeland Security was completed. Copper and Lead test results were mailed out to residents that participated. Waste Water Treatment Plant flow meters were calibrated. Contacted vendors for quotes for the well house completion. Several significant snow falls have required snow plowing. Have flushed hydrants in some problem areas.

1,966,000 gallons of well water were pumped. 1,516,000 gallons of wastewater was treated.

The City Engineer was given by Scott Lange. Main Street has been completed. Scott will check with the County about the timing for turning the street over the City.

Scott explained the issue with the elevation of the well house, which requires a ramp to allow for access. Due to the fact the building should have been closer to ground level, Council discussed reducing the last payment to St. Rosa Building Supply and request the reduction be applied to reduce the cost of installing the ramp. Eric Berscheid made a motion to pay St. Rosa Building Supply \$4,500 for the final invoice. Seth Young seconded the motion. Voting in favor was Eric Berscheid, Seth Young, Mayor Sue Marstein, and Robb Berscheid. Opposed – Mike Odden. Motion carried.

Discussed the finishing of the well house. A quote was provided from Preferred Controls Corp. for installing equipment and control panels in the amount of \$22,295. A quote from Sunset Electric was provided for the electrical wiring in the amount of \$2,910. After discussion, Scott Lange recommended accepting the two quotes as they fell within the price range for the project. It was mentioned if we change the current treatment for the water would we still use this well house. Scott Lange stated that we would still run the water through this well house even if an alternate treatment system was determined necessary. Eric Berscheid made a motion to accept the bids from Preferred Controls Corp. and Sunset Electric as presented. Mike Odden seconded the motion. All in favor.

Old Business

The Holdingsford Sign that was damaged due to a storm last fall was discussed. As insurance will not cover the full replacement and they have issued a partial check to the City. We will check to see if the payment may be used for repair of the damaged sign and to refurbish the Holdingsford sign by Two Rivers Inc. Will also check into the insuring of the signs to have replacement coverage.

Discussed the Planning & Zoning Committee and whether it should be limited to city residents only or open up to those outside of the city limits, should there be a chair who reviews the applicants for approval, should there be term limits. This will be revisited at the March meeting.

Discussed the Fire Service Contract as proposed and the section related to charging of emergency services by the townships. Council removed this section of the contract as they felt if anyone billed for services it should be the Fire Department and the fees collected would then reduce the cost to the townships. The length for the term of the contract was also discussed. Mayor Sue Marstein motioned to have the contract agreement for five years. Mike Odden seconded the motion. Voting for – Mayor Sue Marstein. Voting against – Eric Berscheid, Robb Berscheid, Seth Young, and Mike Odden. Motion failed. Eric Berscheid motioned for seven years for the term of the contract. Motion was seconded by Seth Young. Voting for – Robb Berscheid, Eric Berscheid, Seth Young, and Mike Odden. Voting against – Mayor Sue Marstein. Motion passed. The updated contract will be forwarded to the townships.

New Business

Reviewed Land Use Application for LED Sign for Opatz Metals & Roll-offs. Upon discussion, with a 9’ setback for the post, and an understanding that the ordinance may be adjusted for brightness, time of operation and content of sign. Eric Berscheid made a motion to approve the application. Seth Young seconded the motion. Motion carried.

Residents who are delinquent on their utility payments are: Hyatt House: \$4,282.59, Dave Hagemann \$2,152.33, Joseph Doll \$472.86 Aubrey Neuman \$446.14, James Taylor \$427.02, George Willenbring \$400.48, Jacob Hanebuth \$392.19, Kelly Kobernusz \$361.22, Roger Jensen \$347.76, Duane Young \$330.98, Walker Nienaber \$300.72.

Admin Reports

Mayors/Council Discussion notes:

- The CMAB Grant was approved and there will be a Crazy About Concertinas event on April 3, 2022 at the American Legion from 1:00 pm – 5:00 pm.
- The Council accepted a Letter of Resignation from Deputy Clerk/Treasurer, Julie Warren. The process for hiring a new Deputy Clerk/Treasurer will begin as soon as possible.
- The City received a letter of engagement notice, fee schedule and MSRB client brochure from David Drown & Associates. This does not bind the City to any agreement but is required to be sent by law.
- Candace Hamilton received a compliment from an area resident saying she is a good bartender and is quick to greet people and serve.
- Kathy O’Hara received a compliment about how well she takes care of the hall and kitchen.
- Andy Bartkovicz received a compliment for being helpful and thoughtful for holding a door open for a resident.

Clerk Report

- The Holdingford Local Board of Appeal and Equalization Meeting Date is scheduled for April 5th, at 6:00 pm at City Hall.
- Rental of the City owned crop land has been posted.
- Request for Proposals for garbage/recycling services for the City has been posted.

Announcements

City offices will be closed on February 21, 2022 in observance of Presidents’ Day.

Next council meeting: Monday, March 14th at 7:00 p.m.

Robb Berscheid made a motion to adjourn the meeting. Motion was seconded by Mayor Sue Marstein. Meeting adjourned at 8:50p.m.

Respectfully submitted,

Julie Warren

Deputy Clerk, Holdingford

January 2022	
<u>Department</u>	<u>Gross Pay</u>
General	\$7,545.83
Public Works	\$8,434.40
Fire	
Liquor	\$7,651.16
Total	\$23,631.39
2 pay periods ending	1/14/ and 1/28

City of Holdingford - Equal Opportunity Provider

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Accounts Payable Check Register Report - STEARNS BANK

For The Date Range From 1/1/2022 To 2/2/2022

Check # / eCheck ID	Type	Date	Vendor Name	Amt. Status
36980	C	1/13/2022	704 AFSCME Council 65	\$54.94C
36982	C	1/13/2022	828 Brian Zapzalka	\$650.00C
36983	C	1/13/2022	18 C & L Distributing, Inc	\$8,655.10C
36984	C	1/13/2022	24 Central McGowan, Inc	\$43.02C
36985	C	1/13/2022	550 Everything Signs	\$100.00C
36986	C	1/13/2022	316 GERAD'S OIL CO., INC	\$607.25C
36987	C	1/13/2022	1068 Global Equipment Company Inc.	\$434.15C

Check # / eCheck ID	Type	Date	Vendor Name	Page 2 Amt. Status
36988	C	1/13/2022	787 Granite City Jobbing Co	\$820.07C
36989	C	1/13/2022	90 Harry's Frozen Foods	\$99.00C
36990	C	1/13/2022	92 Headley Hardware	\$578.32C
36991	C	1/13/2022	481 Heggies Pizza	\$153.10C
36992	C	1/13/2022	614 Holdingford Gas and Grocery	\$272.31C
36993	C	1/13/2022	587 Knights of Columbus	\$20.00C
36994	C	1/13/2022	687 MN Dept Hlth, MDH	\$731.00C
36995	C	1/13/2022	638 MN DNR	\$289.40C
36996	C	1/13/2022	911 MN PEIP	\$1,924.71C
36997	C	1/13/2022	179 MN State Fire Dept. Assn	\$175.00C
36998	C	1/13/2022	1000 Molly Schnell	\$96.34C
37000	C	1/13/2022	207 Postmaster	\$158.00C
37001	C	1/13/2022	995 Robert Opheim	\$375.00C
37002	C	1/13/2022	750 St Cloud Times #1076	\$35.00C
37003	C	1/13/2022	685 Star Publications, LLC	\$163.36C
37004	C	1/13/2022	240 Stearns Bank-Holdingford	\$9.90C
37005	C	1/13/2022	242 Stearns Cty Auditor-Treas	\$8,112.50C
37006	C	1/13/2022	804 Toshiba Financial Services	\$154.45C
37007	C	1/13/2022	728 Tri-State Pump & Control, Inc.	\$680.00C
37008	C	1/13/2022	271 UC Lab	\$844.00C
37009	C	1/13/2022	339 Verizon Wireless	\$113.63C
37010	C	1/13/2022	281 Viking Coca Cola Bottling	\$630.30C
37011	C	1/13/2022	359 XCEL ENERGY 51-5655038-6	\$1,064.54C
37012	C	1/13/2022	361 XCEL ENERGY 51-5655039-7	\$833.75C
37013	C	1/13/2022	383 XCEL ENERGY 51-5655041-1	\$335.60C
37014	C	1/13/2022	519 XCEL ENERGY 51-8242904-3	\$32.38C
36981	C	1/13/2022	856 Andy Bartkowicz	\$196.95C
36999	C	1/13/2022	1015 Patricia Browen	\$200.00C
37015	C	1/31/2022	691 Allstream	\$258.63C
37016	C	1/31/2022	824 American Solutions for Business	\$267.72C
37017	C	1/31/2022	1013 Anderson Excavating & Septic	\$200.00C
37018	C	1/31/2022	6 Aramark	\$115.65C
37019	C	1/31/2022	326 Auto Value	\$200.11C
37020	C	1/31/2022	9 Bernick's Pepsi-Cola	\$692.96C
37021	C	1/31/2022	627 Breakthru Beverage Minnesota	\$282.25C
37022	C	1/31/2022	18 C & L Distributing, Inc	\$1,177.45C
37023	C	1/31/2022	817 C Emery Nelson, Inc	\$307.48C
37024	C	1/31/2022	1039 C&L Excavating, Inc	\$46,303.43C
37025	C	1/31/2022	21 Central MN. Alarms, Inc.	\$218.85C
37026	C	1/31/2022	873 CenturyLink	\$68.30C
37027	C	1/31/2022	48 Dahlheimer Beverage	\$510.60C
37028	C	1/31/2022	1020 DG Minnesota CS 2021, LLC	\$1,085.99C
37029	C	1/31/2022	405 DVS Renewal	\$19.25C
37030	C	1/31/2022	405 DVS Renewal	\$19.25C
37031	C	1/31/2022	550 Everything Signs	\$150.00C
37032	C	1/31/2022	70 Frito-Lay, Inc	\$55.60C
37033	C	1/31/2022	76 General Rental Center of Albany	\$116.73C
37034	C	1/31/2022	316 GERAD'S OIL CO., INC	\$90.00C
37035	C	1/31/2022	80 Gopher State One-Call, Inc	\$50.00C
37036	C	1/31/2022	889 GovOffice Accounts Receivable	\$660.00C
37015	C	1/31/2022	691 Allstream	\$258.63C
37016	C	1/31/2022	824 American Solutions for Business	\$267.72C
37017	C	1/31/2022	1013 Anderson Excavating & Septic	\$200.00C
37018	C	1/31/2022	6 Aramark	\$115.65C
37019	C	1/31/2022	326 Auto Value	\$200.11C
37020	C	1/31/2022	9 Bernick's Pepsi-Cola	\$692.96C
37021	C	1/31/2022	627 Breakthru Beverage Minnesota	\$282.25C
37022	C	1/31/2022	18 C & L Distributing, Inc	\$1,177.45C
37023	C	1/31/2022	817 C Emery Nelson, Inc	\$307.48C
37024	C	1/31/2022	1039 C&L Excavating, Inc	\$46,303.43C
37025	C	1/31/2022	21 Central MN. Alarms, Inc.	\$218.85C
37026	C	1/31/2022	873 CenturyLink	\$68.30C
37027	C	1/31/2022	48 Dahlheimer Beverage	\$510.60C
37028	C	1/31/2022	1020 DG Minnesota CS 2021, LLC	\$1,085.99C
37029	C	1/31/2022	405 DVS Renewal	\$19.25C
37030	C	1/31/2022	405 DVS Renewal	\$19.25C

Check # / eCheck ID	Type	Date	Vendor Name	Amt.	Status
37031	C	1/31/2022	550 Everything Signs	\$150.000	
					Page 3
37032	C	1/31/2022	70 Frito-Lay, Inc	\$55.600	
37033	C	1/31/2022	76 General Rental Center of Albany	\$116.730	
37034	C	1/31/2022	316 GERAD'S OIL CO., INC	\$90.000	
37035	C	1/31/2022	80 Gopher State One-Call, Inc	\$50.000	
37036	C	1/31/2022	889 GovOffice Accounts Receivable	\$660.000	
37037	C	1/31/2022	787 Granite City Jobbing Co	\$483.760	
37038	C	1/31/2022	91 Hawkins, Inc	\$4,141.010	
37039	C	1/31/2022	1038 Hertzberg Community Solar LLC	\$168.620	
37040	C	1/31/2022	118 Jim's Snowmobile & Marine	\$250.720	
37041	C	1/31/2022	119 Johnson Brothers Liquor Co.	\$1,881.950	
37042	C	1/31/2022	1048 Joseph Lashinski	\$600.000	
37043	C	1/31/2022	686 Lake Region Firefighters Ass'n	\$40.000	
37044	C	1/31/2022	553 Melvin Breth	\$107.540	
37045	C	1/31/2022	730 Midcontinent Business Solutions	\$333.900	
37046	C	1/31/2022	354 MN Dept of Public Safety	\$200.000	
37047	C	1/31/2022	176 MN Rural Water Assn	\$500.000	
37048	C	1/31/2022	984 Net V Pro	\$15.000	
37049	C	1/31/2022	1015 Patricia Browen	\$200.000	
37050	C	1/31/2022	207 Postmaster	\$700.000	
37051	C	1/31/2022	223 S.E.H.	\$1,554.500	
37052	C	1/31/2022	465 Sandra Meer	\$150.000	
37053	C	1/31/2022	750 St Cloud Times #1076	\$35.000	
37054	C	1/31/2022	896 Team Lab	\$332.000	
37055	C	1/31/2022	263 Tom's Refuse	\$6,297.070	
37056	C	1/31/2022	271 UC Lab	\$936.880	
37057	C	1/31/2022	281 Viking Coca Cola Bottling	\$576.000	
37058	C	1/31/2022	360 XCEL ENERGY 51-5655037-5	\$4,103.990	
37059	C	1/31/2022	359 XCEL ENERGY 51-5655038-6	\$973.200	
37060	C	1/31/2022	383 XCEL ENERGY 51-5655041-1	\$799.210	
37061	C	1/31/2022	519 XCEL ENERGY 51-8242904-3	\$39.410	
37062	C	2/1/2022	1061 Bremer Bank	\$60,214.400	
					Cleared
					Outstanding
					Void
					\$29,246.12
					\$138,881.36
					\$0.00