

City Council Meeting Minutes (Approved)
February 11, 2008

Present at the meeting: Kim Ebnet, Mike Odden, Lloyd Rausch, Dick Paggen, Ernie Schmit, Vicki Statz, Louise Winkler, Gordon Sjaenheim, Pat Meier, Dan Kobylinski, Tim Kelly, Tim Berscheid, Gary Lange, Louis Walz, Mary Stalberger.

Mayor Ernie Schmit called the meeting to order at 7:00 p.m.

After some discussion, Dick Paggen made a motion to approve payment of bills, seconded by Lloyd Rausch. AIF

Approval of January meeting minutes, with changes made (park shelter area has no charge for using it, correcting Lloyd Rausch's last name, filling in who made motions after closed meeting) was made by Kim Ebnet, seconded by Mike Odden. AIF

A motion to approve change on the park shelter outside area not have a rental charge was made by Dick Paggen, seconded by Lloyd Rausch. AIF

Liquor Report was given by Manager, Pat Meier.

		February, 2008	LIQUOR STORE REPORT	
		GROSS RECEIPTS		
JANUARY	2008	\$ 27,678.37	GROSS RECEIPTS	\$ 27,678.37
DECEMBER	2007	\$ 31,619.39		
JANUARY	2007	\$ 25,634.55	PREVIOUS GROSS	\$
Lottery'08 January		\$ 675.69	'08 GROSS	\$ 27,678.37
'08 YTD		\$ 675.69	'08 EXPENSES	\$ 24,013.24
			PROFIT/(LOSS)	\$ 3,665.13
GT BANK		\$ 12,113.76	NET PROFIT LOTTERY	\$ 675.69
'06 CD	\$10,000	'07 CD \$10,000	TOTAL PROFIT (LOSS)	\$ 4,340.82

Coming events for the Liquor Store are: Feb. 17th, Sunday, will be open for the Daytona 500 car race. Saturday, March 1 will be a Game Day, 4 people on a team, various games. Inquire at the Liquor Store for more details on the Game Day. We are also scheduling entertainment for the weekends in May when the Army Reserves will be here putting up the Wobegon Covered Bridge over Two Rivers River.

There was a short discussion on the upcoming liquor fee increases. The mayor and city clerk will do more checking on MN state statues regarding annual fees. It will be brought up at the March public hearing on Monday, March 10, 2008 at 7:30 p.m.

The Fire Department Report was given by Fire Chief Pat Meier. The Truck Fund had interested added (\$29.49) at the end of December, 2007 for a total of \$16,238.47.

February 14th starts the 1st responder refresher course. Annual Fire Board meeting in January went well. The townships approved the proposed wage increase for firefighters. The new wages will be: 0 years to 5 yrs of service \$8/hr; 5 yrs, 1 day to 10 yrs, \$9/hr; 10 yrs, 1 day – 15 years, \$10/hr, 15 years, 1 day – 20 yrs, \$12/hr; over 20 yrs, \$13/hr. Anticipated number of hours and wage increase has been budgeted in this budget year. Dick Paggen made a motion to approve of the wage increase, seconded by Mike Odden. AIF

Kim Ebnet asked Pat for the bylaws and where the department is in getting these set up. She wants to have them by the April meeting.

Mayor Ernie Schmit gave his Mayor's Report. See end of minutes for complete details.

The city clerk explained to the council that the Stearns County Soil and Water Conservation District annual fee for Carrie Rabor's position need not be paid for in 2008. When the city is further into the Wellhead Protection Plan and we need her services, then we will be paying for that. So Mike Odden rescinded his motion from the January council meeting to pay the annual fee of \$500, Kim Ebnet rescinded her second on this motion. AIF The council will consider paying this in 2009.

Transfer of property to Louis Walz, where the Old Well #1 is located, now that this well has been abandoned and sealed was discussed. The city attorney has prepared a Quit Claim deed as written up in the signed contract dated March 16, 1992. There was

objection by Mr. Walz that it should be a Warranty Deed and not a Quit Claim Deed. Mr. Walz will talk to our city attorney on this objection. The council took no action on completing the Quit Claim Deed at this time.

One change needs to be made in the Personnel Manual 7.3 under Sick Leave the wording WAS (Severance pay in the amount of one-half the accumulated sick leave employees have to their credit at the time of resignation, retirement, or death shall be put into their HCSP.) This statement is incorrect with the words "or death" to be applied to HCSP. The following statement was approved on a motion by Dick Paggen, seconded by Mike Odden. AIF (Severance pay in the amount of one-half the accumulated sick leave employees have to their credit at the time of resignation or retirement shall be put into their HCSP. If, in the event of an employees death, severance pay in the amount of one-half the accumulated sick leave employees have to their credit at the time of death shall be paid to their beneficiary for employees who have been employed for at least one full year).

The council went over the Job Ad for Herman's Maintenance position. The council also went over the Job Description for Maintenance Department Technician. It was okayed on a motion by Lloyd Rausch, seconded by Kim Ebnet. AIF Lloyd Rausch is to find out if the Albany Hospital will be able to do the physical and drug testing for whomever is hired. The drug testing will be by "chain of command." The council also reviewed the Employment application. The job ad will be in the St. Cloud Times, the Enterprise, and the Morrison County Record and on the job list of Minnesota. Applications will be accepted until March 15th, 2008 and they can be asked for at the clerk's office. The city clerk will make sure it is advertised in all these venues. It will also be posted on our website: www.holdingfordmn.us. Click on Public Works Department.

The proposed timeline for the hiring of a new Maintenance technician is accepting application until March 15, 2008. March 19, if more than seven applicants have applied, the committee will interview all applicants and narrow it down to five. A special meeting will be held Monday, March 31 to interview the five to seven applicants and decide on best candidate. April 1 to April 18, submit chosen candidate to background check, physical and drug testing. After favorable testing results and background check, candidate will start working.

Resolution 08-02-11-01 for Pot O Gold raffle Holdingford Daze held on July 12, 2008 with drawing at 9 p.m. at the Liquor Store at 451 Main Street, Holdingford, was approved on a motion by Kim Ebnet, seconded by Mike Odden. AIF

Resolution 08-02-11-02 to have Bingo at Holdingford Daze held on July 12, 2008 at the American Legion at 560 Main Street, Holdingford, was approved on a motion by Lloyd Rausch, seconded by Kim Ebnet. AIF

Resolution 08-02-11-03 for the Commercial Club to have a Spring Pot O Gold raffle to be held on April 12, 2008 at TKs Restaurant was approved on a motion by Mike Odden, seconded by Kim Ebnet. AIF One hundred tickets for \$100 each will be sold for this raffle.

Tim Berscheid came before the council to discuss the special assessments on three parcels of property he purchased in 2003. It was decided by the council on a motion by Dick Paggen, seconded by Mike Odden that parcel # R58.33675.030 (now owned by Marcus Berscheid) will have ½ the assessed amount of \$4,406 put on his taxes because neither Marcus nor the city was at fault for having the special assessments dropped from his Stearns County tax statement. \$2,203 will be put on his tax statement payable over a 15 year period at 7.5% interest.

R58.33675.018 owned by Tim Berscheid will have \$5,030 put back on his tax statement, payable over 15 years at a rate of 7.5% interest rate on a motion by Lloyd Rausch, seconded by Kim Ebnet. AIF

R58.33675.020 owned by Tim Berscheid will have \$5,026 put back on his tax statement, payable over 15 years at a rate of 7.5% interest rate on a motion by Mike Odden, seconded by Lloyd Rausch. AIF

Tim also discussed with the council the possibility of annexing the property owned by Community Country Church (across from the Elementary School). The church is anticipating building sometime in 2009. Mayor Schmit will get our city engineer involved in the process. He will be able to help us with planning the water, sewer lines, etc.

Resolution 08-02-11-04 encouraging our legislative officials to request from the Public Utilities Commission that a natural gas line be brought to Holdingford was made on a motion by Dick Paggen seconded by Kim Ebnet. AIF. Several years ago when Xcel Energy was still NSP, the city was told that once NSP crossed the Mississippi River by Rice, we would be able to get natural gas here in Holdingford. Xcel Energy natural gas is now on the west side of the Mississippi by Rice so we are requesting it come to Holdingford.

Purchasing a new laptop and printer and accessories for no more than the budgeted amount of \$1,700 for the Maintenance Department was made on a motion by Lloyd Rausch, seconded by Kim Ebnet. AIF

Mayor Schmit informed the council the city had heard back from the Petro Fund. There are several items they are questioning, among them is the Earth Tech invoices and Brian Brix Excavating (he was not registered with the State at that time). So the city may be out around \$700 because of these non qualifying companies. Braun Intertec is working with the city to get the rest of the items requested from the Petro Fund taken care of.

Mike Odden informed the council that the city's email provider has enlarged our storage capacity and band width. Kim Ebnet brought up the meeting several people from the community had on natural disaster scheduling. Pat Meier, the Fire Chief and officers will be working on getting this protocol set up.

Jerry Schueler, Holdingford's Sanitation Technician was appointed our Wellhead Protection Manager for our city's process to be completed by November, 2009. This appointment was made on a motion by Mike Odden, seconded by Lloyd Rausch. AIF

Motion to adjourn was made by Dick Paggen, seconded by Kim Ebnet. AIF Meeting adjourned at 9 p.m.

Respectfully submitted by Victoria Statz, City Clerk of Holdingford.