

Holdingsford City Council Meeting and Public Hearing Minutes February 13, 2017

The public hearing was called to order at 6:00pm by Mayor Sue Marstein to hear public comment on the rezoning applications submitted by Opatz Metals and property owner, Karen Schwalbe, for parcel PIN's 58.33534.0000, 58.3357.0000, and property owned by Opatz Metals, PIN 58.33558.0000 for the purpose of expanding their scrap yard business and rezoning said properties from Residential to Industrial. A letter from the city requesting information was reviewed as well as the response and site drawings from Opatz Metals. Also presented was information pertaining to the floodplain from Ceil Strauss at the Department of Natural Resources (DNR), a map of the wetland determination from Stearns County, a memo and map from city engineer Scott Lange of SEH with floodplain, wetlands, wellhead protection, and site roadway areas addressed, and a map from the city Wellhead Protection Plan. Letters of concern were read from residents Don Elfering and Bob Lane (attached). Public comments were heard from Steve Blenker of Amerigas, who stated that Holdingsford was lucky to have internal businesses who want to expand in the city; Louie Walz voiced support; Joe Scepaniak talked about how the properties along the river have changed since 1959 when his parents bought property for their business, that properties were affected when the 100 year floodplain was established in 2009, that the Schwalbe property was used in similar fashion 50 years ago and he would like to see the council approve the change; Karen Voz, Minnesota Department of Health (MDH), noted that according to Minnesota regulations, the isolation distance from a scrap yard to public water supply is fifty (50) feet. She also said it takes about one year for contaminants to move from ground surface to water supply and precautions need be taken to make sure wells are protected; Jeff Burg from Holdingsford Mill and Janice Paggen from Jim's Snowmobile both supported the expansion and rezoning; Jordy Opatz noted that they are not planning to fill in the wetland and since they purchased the business eight years ago, contaminants are contained, they have passed all MPCA testing and have a storm water plan in place. The public hearing was closed at 6:50.

Present: Susan Marstein, Eric Berscheid, Mike Odden, Bob Sanchez, Alan Walz, Sandra Meer, Lisa Silbernick, Keith Hommerding, Steve Horvath, Karen Voz-MDH, Ray Becker, Steve Blenker, Jeff Burg, Jeremy Freudenrich, Chase Larson, Jordy & Gary Opatz, Janice Paggen, Lloyd Rausch, Joe Scepaniak, Jon Schave, Gordy Sjaheim, Louie Walz, and Jerry Winkler.

Mayor Sue Marstein called the Holdingsford City Council meeting to order at 7:03 p.m. The pledge of allegiance was recited

Eric Berscheid made a motion to approve the consent agenda to include January 11, 2017 Council Meeting minutes, finance reports, and submitted claims. Mike Odden seconded the motion to approve the consent agenda. AIF

Department Reports

Liquor Store report was given by Mayor Sue Marstein. January gross revenue =\$28,421.05. Expenses =\$25,103.64. Year to date lottery proceeds =\$257.37. Year to date balance =\$3,574.78. There are two bands scheduled this month, The Fun Runs have been slow due to lack of snow. Pat is finalizing numbers on the inventory. Bartender evaluations are in progress.

Fire Department report was given by Chief Keith Hommerding. In 2017, they have responded to 14 calls: 2 were fires, 9 medical, 1 cancelled in route, 1 auto accident and 1 hazardous condition: one in Krain Township, six in Holdings Township and 7 in the City. The Relief Association is appreciative of over \$3,000 in donations from calendar fundraiser. A windshield for the Polaris Ranger was bought with donation funds. The annual breakfast fundraiser is set for March 12th from 8am-noon at City Hall. Free will donations will be accepted.

Training this month will be on using the glucometer for diabetes patients and they are planning an active threat training this spring. At the annual fire board meeting, the townships approved an hourly pay increase for the firefighters. Eric Berscheid made a motion to approve the \$1.50 per hour pay increase for fire fighters as of January 1, 2017. Bob Sanchez seconded the motion. AIF
One new fire fighter has been interviewed and they are waiting on medical exam and fitness test results to bring before the council.

Emergency Managers Report was given by Mayor Sue Marstein, who along with Dorine Rausch and Sandra Meer attended the Hazard Mitigation Planning meeting in Brooten on February 2nd. The city's mitigation goals will be re-evaluated and submitted to the county.

Maintenance Report was read by Maintenance Specialist Steve Horvath. Ziegler, Inc. repaired self-leveling float switch on the loader. All winter preventative maintenance was done on equipment. Lift station panel was finished and installed. Sunset Electric found burnt broken wires on Pump #1 which was sent to Tri-State Pump for repair. The sump pump in the lift station had to be replaced as well. Discussion on water tower mixer will be postponed until the March meeting. During the meeting, Steve received SCADA alert and left to check on the pumps and found the fuses blown on Pump #1 again. More trouble shooting will need to be done on the pump. Pump #2 was pumping. In January; 1,412,200 gallons of well water were pumped and 1,882,000 gallons of wastewater were treated.

Unfinished Business

The rezoning request from Opatz Metals and Karen Schwalbe was discussed. Council members voiced concerns including need for a topographical survey; once property is zoned Industrial it's hard to change back; conditions for use would be put on rezoned property; rental property would also be zoned industrial; fencing around property should be same as existing; gate onto Main Street should be set back from the right-of-way; any fill or grading would be sloped away from well head protection area; the DNR will need to be

involved with finding elevations for the floodplain; and prior work done by the city for the storm sewer should provide some information for elevations.

Following discussion, Eric Berscheid made a motion that property elevations should be determined and if property with elevations of lower than 1134.2 is deemed to be taken out of the floodplain then it would be rezoned from residential to industrial. Motion included recommended conditions as listed in SEH memorandum, with changes to #5, since clarification from MHD specified 50 foot setback, and #3, where council asked that there be no option to obtain permit to fill wetland, which Opatz's consented to.

1. The property with elevations below 1134.2 are not to be used for any industrial purpose.

2. The site will have a topographic survey completed, with a copy provided to the City, to establish the 1134.2 elevation. This line should be posted on the property.

3. The owner must confirm they will remain clear of any wetlands ~~unless a permit to fill is obtained~~ and agree wetland will not be filled in.

4. Provisions to protect the wellhead must be determined involving control of runoff and possible spills.

5. The industrial processes should remain clear of the ~~200~~ 50 foot setback from each well.

6. Site roadway and entrance will be constructed and located as approved by the City Engineer.

Motion was seconded by Alan Walz. Berscheid, Marstein, Sanchez and Walz voted in favor. Odden opposed.

The Maintenance Departments union contract was discussed. Health insurance changes and military benefits will affect both members and requires a change in contract language. A meeting will be set up to negotiate and finalize contract.

Water & sewer rate changes and discussion will be postponed until the March meeting. A web based dropbox or similar option will be explored to give council members easier access for information sharing, since the website doesn't offer a secure option.

New Business

The city Clean-up Day that is normally scheduled in June will be coordinated with the spring cleanup that the Lioness's sponsored last year in late April. Mayor Marstein will follow up.

A grant application for planning assistance with Safe Routes to School is due on March 3rd. Grants are also available to cover costs associated with implementing the plan.

Admin Reports

Clerks Report: Albany Mutual Telephone sent notification that they will be removing the antennae from the water tower and cancelling their contract with the city as of May 1, 2017.

Nancy Bieniek will have dog, Riley vaccinated and licensed with the city this Wednesday, February 15th.

Maintenance staff, Andy Bartkowicz notified the city that he will be deployed overseas for a year, currently scheduled for April 2018-March 2019.

Mayor's Report: There was discussion on compensatory hours for maintenance employees. Andy Bartkowicz had accumulated over 90 hours of comp time by year end before Steve Horvath started working. The council agreed that as per the personnel policy, comp time accumulated over 40 hours should be paid out at the end of the month.

A resident on Riverbank Lane had requested help from the Maintenance Department after having sewer problems. The Maintenance department used the jetter and spent an hour helping resident to clear plugged lines on his property. The council agreed that the resident be billed for services according to the fee schedule since the obstruction was on the residential property.

Council members noted discolored water during the last few days, which may have been caused by the large amount of water being pumped by the fire department over the weekend.

Councilmembers Report: Mike Odden noted improvements at the Historical Museum including a new outer door that Herman Ebnet installed, a 55" color TV mounted with speakers and a new computer that were bought with proceeds from the "MN 13: From Grain to Glass" DVD. The theme for this summers' Holdingford Days will center on the area's Minnesota 13 prohibition heritage.

Announcements

Residents who are delinquent on their utility payments are: Dave Hagemann, Hyatt House, Wayne Johnston, Jesse Johnson, Brenda Rybak, James Taylor, Scott Zehowski, and Jenny Gunderson.

Next Council Meeting: Monday, March 13, 2017, at 7:00pm, work session at 6:00pm for water & sewer rate adjustments. City offices will be closed on February 20th for Presidents Day.

A motion was made by Alan Walz to adjourn the meeting, seconded by Bob Sanchez. Meeting adjourned at 9:45 p.m.
Respectfully submitted,

Sandra Meer

City Clerk, Holdingford

JANUARY 2017	
Department	Gross Pay
General	\$ 4,973.12
Public Works	\$ 4,111.28
Fire	\$
Liquor	\$ 5,132.64
Total	\$ 14,217.04
2 pay periods ending	
1/6, 1/20	

**City of Holdingford - Equal Opportunity Provider
Accounts Payable Check Register Report - STEARNS BANK
For The Fiscal Periods Range From 2016-12 To 2016-12**

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

Check #	Type	Date	Vendor Name	Amount	Status
32515	C	1/11/2017	704 AFSCME Council 65	\$78.79	C
32516	C	1/11/2017	824 American Solutions for Business	\$98.12	C
32517	C	1/11/2017	6 AmeriPride Linen	\$128.34	C
32518	C	1/11/2017	9 Bernick's Pepsi-Cola	\$336.26	C
32520	C	1/11/2017	18 C & L Distributing, Inc	\$3,342.40	C
32521	C	1/11/2017	21 Central MN. Alarms, Inc.	\$75.00	C
32522	C	1/11/2017	48 D & D Beverage	\$132.00	C
32523	C	1/11/2017	80 Gopher State One-Call, Inc	\$1.35	C
32524	C	1/11/2017	92 Headley Hardware	\$416.56	C
32525	C	1/11/2017	481 Heggies Pizza	\$117.70	C
32526	C	1/11/2017	614 Holdingford Gas and Grocery	\$367.65	C
32527	C	1/11/2017	109 Hommerding Plumbing & Heating	\$241.90	C
32528	C	1/11/2017	691 Integra Telecom	\$204.54	C
32529	C	1/11/2017	119 Johnson Brothers Liquor C	\$1,791.36	C
32530	C	1/11/2017	686 Lake Region Firefighters Ass'n	\$40.00	C
32531	C	1/11/2017	730 Midcontinent Business Solutions	\$226.09	C
32532	C	1/11/2017	687 MN Dept Hlth, MDH	\$456.00	C
32533	C	1/11/2017	172 MN Licensed Beverage Assoc	\$360.00	C
32534	C	1/11/2017	179 MN State Fire Dept. Assn	\$148.00	C
32535	C	1/11/2017	191 Northland Trust Services, Inc	\$56,058.75	C
32536	C	1/11/2017	207 Postmaster	\$580.00	C
32538	C	1/11/2017	685 Star Publications, LLC	\$219.15	C
32540	C	1/11/2017	241 Stearns County Chiefs Assn	\$15.00	C
32541	C	1/11/2017	243 Stearns County Sheriff's Office	\$6,500.00	C
32542	C	1/11/2017	915 Steve Horvath	\$94.99	C
32543	C	1/11/2017	804 Toshiba Financial Services	\$99.12	C
32544	C	1/11/2017	267 Tri-County Septic Service	\$135.00	C
32545	C	1/11/2017	271 UC Lab	\$844.00	C
32546	C	1/11/2017	276 United Systems Technology	\$12.56	C
32547	C	1/11/2017	339 Verizon Wireless	\$89.43	C
32548	C	1/11/2017	359 XCEL ENERGY 51-5655038-6	\$997.80	C
32549	C	1/11/2017	361 XCEL ENERGY 51-5655039-7	\$986.86	C
32550	C	1/11/2017	358 XCEL ENERGY 51-5655040-0	\$2,875.77	C
32551	C	1/11/2017	292 Ziegler	\$49.45	C
32557	C	1/26/2017	873 CenturyLink	\$63.42	C
32561	C	1/26/2017	52 E. A. Sween Company	\$64.25	C
32562	C	1/26/2017	70 Frito-Lay, Inc	\$46.86	C
32563	C	1/26/2017	787 Granite City Jobbing Co	\$679.06	C
32564	C	1/26/2017	340 HACH COMPANY	\$334.27	C
32579	C	1/26/2017	903 Upper Lakes Foods, Inc.	\$443.46	C
32580	C	1/26/2017	281 Viking Coca Cola Bottling	\$301.00	C
32581	C	1/26/2017	359 XCEL ENERGY 51-5655038-6	\$717.59	C
32582	C	1/26/2017	383 XCEL ENERGY 51-5655041-1	\$746.05	C
32583	C	1/26/2017	519 XCEL ENERGY 51-8242904-3	\$50.17	C
32519	C	1/11/2017	828 Brian Zapzalka	\$800.00	O
32537	C	1/11/2017	914 Ryan Winter	\$500.00	O
32539	C	1/11/2017	391 Stearns Co. Municipal League	\$20.00	O
32553	C	1/26/2017	883 Amber Molitor	\$9.72	O
32554	C	1/26/2017	9 Bernick's Pepsi-Cola	\$699.95	O
32555	C	1/26/2017	18 C & L Distributing, Inc	\$1,948.05	O
32556	C	1/26/2017	21 Central MN. Alarms, Inc.	\$128.85	O
32558	C	1/26/2017	477 Dan Gerads	\$9.72	O
32559	C	1/26/2017	655 David Yurczyk	\$20.00	O
32560	C	1/26/2017	370 Dorine Rausch	\$9.72	O
32565	C	1/26/2017	90 Harry's Frozen Foods	\$88.50	O

32566	C	1/26/2017	481 Heggies Pizza	\$93.00	O
32567	C	1/26/2017	119 Johnson Brothers Liquor C	\$2,637.96	O
32568	C	1/26/2017	136 League of MN Cities	\$325.00	O
32569	C	1/26/2017	297 McDowall Company	\$405.25	O
32570	C	1/26/2017	553 Melvin Breth	\$75.20	O
32571	C	1/26/2017	917 Mike Schmidt	\$9.72	O
32572	C	1/26/2017	911 MN PEIP	\$2,363.00	O
32573	C	1/26/2017	638 MNDNR Ecological and Water Resources	\$155.24	O
32574	C	1/26/2017	389 Pat's Floral Design	\$53.44	O
32575	C	1/26/2017	918 Positive Promotions, Inc	\$403.33	O
32576	C	1/26/2017	750 St Cloud Times #1076	\$37.00	O
32577	C	1/26/2017	242 Stearns Cty Auditor-Treas	\$394.00	O
32578	C	1/26/2017	263 Tom's Refuse	\$6,088.08	O
			Cleared	\$81,566.07	
			Outstanding	\$17,274.73	
			Void	\$0.00	