

Holdingford City Council Meeting Minutes June 8, 2020

The Holdingford City Council meeting was called to order by Mayor Sue Marstein at 7:00 p.m. via Zoom, an electronic teleconferencing resource. Mayor Susan Marstein read a declaration for the Determination Regarding Conducting Meetings by Telephone or Other Electronic Means due to a health pandemic or an emergency declared under MN State Statutes, Chapter 12. The pledge of allegiance was recited.

Present via remote access/electronic teleconferencing: Susan Marstein, Robb Berscheid, and Eric Berscheid answered to roll call. Keith Hommerding, Sandra Meer, Steve Horvath, Scott Lange (SEH) and Logan Oellien were also present. Councilman Bob Sanchez joined at 8:00pm. Absent: Mike Odden.

Robb Berscheid made a motion to approve the consent agenda to include minutes of the May 11th Council Meeting, the May 18th Special meeting, submitted monthly claims and additions to the agenda of Logan Oellien, Bond option for Main Street Project, and Covid-19 Preparedness Plan. Sue Marstein seconded the motion. Following a roll call vote, all voted in favor. Motion passed. Financial reports will be forwarded to the council members later this week.

Department Reports

Municipal Liquor Store financial report was given by Mayor Sue Marstein. May gross revenue was \$20,306.55, compared to \$40,366.98 in May 2019. The Liquor Store outdoor patio bar is now open and hours were extended on Sundays from noon-6pm. The washable wall board was installed in the back room and the floor was resurfaced to comply with health and safety standards.

Fire Chief Keith Hommerding gave an update on Fire Department activities. Calls for this year have totaled 68; 59 were medical, six fire, two hazardous conditions, and one cancelled in route. Of the 68 calls, 41 were in the city of Holdingford, 15 in Holding Township, five in Krain Township, six in Brockway Township and one mutual aid in Becker. Severe weather calls are now being dispatched by the department and not through the county. The DNR grant has been completed. Charitable gambling is opening up this week at Rudolph's and the Municipal Liquor Store. The new rescue truck is expected to be done soon but has been delayed due to Covid-19 issues. A \$500 donation was received from Resurrected Artists and will be applied to purchase of an extractor washer.

Maintenance Department Report was given by Lead Supervisor, Steve Horvath. Sewer lines were jetted on the north side of town and by the school. They will also be jetting other areas before bringing it back to Upsala in July. The bathrooms at the campground were opened with the exception of the showers due to Covid-19 restrictions. A fence was built and tables put out for the Muni outdoor patio. Pressure washed weirs and clarifiers and completed annual maintenance at WWTP. The latest water samples tested for copper and lead passed all tests. The city will have one more test in October before returning to an annual testing schedule, if the tests maintain the same safe levels. Several hydrants were flushed at some trouble spots. Lift station pumps were cleaned out and there has been an increase of orange peels coming through the sewer system which has caused the pumps to clog. Forks were fabricated for the loader to move the large amount of brush and trees that have been dropped off this spring. Last month: 1,987,000 gallons of well water were pumped. 365,000 gallons of wastewater was treated.

Engineer Scott Lange noted that the Sate Routes to School (SRTS) project is expected to start the week of June 15th with an expected finish date of Labor Day, before school starts. Construction Testing Proposals were received from Braun Intertec and ITT. Lange recommended using Braun Intertec, as their quote was more complete per the requested specifications. Engineering, testing, administration, and legal fees are not covered under the SRTS grant. Robb Berscheid made a motion to approve proposal of \$7,113 from Braun Intertec for soil and concrete testing done for the SRTS Project. Eric Berscheid seconded the motion. Following a roll call vote, all voted in favor.

MnDOT and the County approved the plans for the Main Street Project. Bids will be opened on June 24th via remote meeting session and a special meeting was scheduled for Monday, June 29th to review and approve a bid. The Main Street Project is scheduled to begin mid-July and be completed by October 15th. Another meeting with business owners will be scheduled at city hall to outline schedule and time frames before the preconstruction meeting. A weekly email and link will also go out to Main Street business owners to keep them informed of progress.

The well house project to separate and store chemicals is still in progress. Preferred Controls has provided options for retro fitting the control panel and Lange will have more information by the end of June.

The water tower inspection that was done last fall sited some needed repairs. Color Dynamics, the company that recoated the water tower, is out of business as of this spring. Lange recommended filing a claim with their bonding company in order to move forward with the repairs, which were estimated to be about \$2,500-\$5,000. The city attorney will be contacted to make a claim to the bonding company.

Guests

Logan Oellien asked about continuing to host the softball tournament that is normally held during Holdingford Days as a fundraiser for the wrestling program. They are not sure if they are doing food, which may push people downtown. A music DJ is tentatively scheduled for Friday night, as it was last year. The council agreed that they could host the tournament as long as still abiding to the

Covid-19 guidelines. Sue Marstein made a motion to approve a temporary liquor license for Logan Oellien/Holdingford Wrestling during the softball tournament on July 10th-12th. Robb Berscheid seconded the motion. Following a roll call vote, all voted in favor.

Unfinished Business

Robb Berscheid gave a brief update on the Main Street lighting project. The Chamber approved payment for the remaining balance of \$12,240 to Xcel Energy which will be forwarded to the city, since the balance must be prepaid in order to continue with construction progress. A maintenance easement has yet to be completed. The Chamber is sponsoring a sweatshirt fundraiser and their annual Polaris raffle with proceeds going to help fund the lighting project.

An update of nuisance properties included responding to Washington Avenue homeowners with pictures of crumbling wall and the condition of the house. A neighbor is also concerned about proximity of house in case of fire and unsure if house is habitable.

A request for adding ordinance citations will be sent to the county which will pertain to the Meadow Street property which has unlicensed vehicles and more vehicles per residence than is permitted by city ordinance. A certified letter with pictures of the Cedar Street property will be sent for nuisance storage.

New Business

Information for funding upcoming projects with a bond was reviewed and discussed with the possibility of combining all projects including SRTS costs that are not covered by the grant, Main Street Project, the well house, and lining the sewer under Main Street.

A draft of a Covid-19 Preparedness Plan was reviewed and discussed. Robb Berscheid made a motion to accept the Covid-19 Preparedness Plan as presented. Sue Marstein seconded the motion. Following a roll call vote, all voted in favor.

Eric Berscheid made a motion to approve liquor license renewals for American Legion Post 211, Always 5 O'Clock, LLC dba: Rudolphs Redneck Roost, and a new license for Art In Motion on the Lake Wobegon Trail dba; Boho Café. Bob Sanchez seconded the motion. Following a roll call vote, all voted in favor.

Following discussion and recommendation from Scott Lange, Robb Berscheid made a motion to approve the cost sharing agreement with Stearns County for the Main Street Project. Eric Berscheid seconded the motion. Following a roll call vote, all voted in favor.

The annual review for Deputy Clerk-Treasurer, Julie Warren was reviewed. Robb Berscheid made a motion to approve annual review and pay increase for Julie Warren from H-1 at \$19.98 to H-2 at \$20.35. Bob Sanchez seconded the motion. Following a roll call vote, all voted in favor.

Extension of a No Parking Zone that is posted near the school on County Road 17 and going west around to the 500 block of River Street/County Road 17 was discussed. When cars park on the west side of the road it causes a safety hazard for traffic rounding the corner until they have a straight line of sight down River Street. Council members postponed the discussion until the July meeting so on-site investigations could be done.

Announcements

Residents who are delinquent on their utility payments: Dave Hagemann \$2,676.68, Sandra Ross \$495.68, Bill Fellegly \$494.51, Robert Opheim \$375.07, Walker Nienaber \$321.94, Robert Keil \$315.45, Aubrey Neumann \$315.43.

Admin Reports

Clerk Treasurer Sandra Meer noted that the auditors are completing bookkeeping and will do field day virtually. The workman's comp audit will also be done virtually in the next few weeks. After submitting the solar amendment to the city attorney, he suggested not adopting the amendment without good reason that would benefit the city. We are waiting on response from NextEra. The union rep asked for an earlier start for negotiating this year's contract, and we are looking to schedule a meeting mid-July.

Mayors/Council Discussion notes:

- Neighbors with abutting property behind Cityview Apartments have asked for a privacy fence to eliminate rocks, debris and roaming dogs and kids.
- Filing dates for City Council seats will be posted on the city website and at city hall as soon as they are received.
- ACH fees for utility bills will be discussed.
- Two areas where street lights should be installed/maintained include where the crosswalk will be put in by the school entrance on County Road 17 and in North High Court cul de sac.

Eric Berscheid made a motion to adjourn the meeting. Bob Sanchez seconded the motion. Meeting adjourned at 9:00 p.m.

Respectfully submitted,
Sandra Meer
City Clerk, Holdingford

MAY 2020

Department	Gross Pay
General	\$ 7,034.69
Public Works	\$ 8,087.50
Fire	\$
Liquor	\$ 5,450.01
Total	\$20,572.20
2 pay periods ending	
5/8, 5/22	

**City of Holdingford - Equal Opportunity Provider
Accounts Payable Check Register Report - STEARNS BANK
For The Fiscal Periods Range From 2020-5 To 2020-5**

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

Check #	Type	Date	Vendor	Name	Amount	Status
35540	C	5/11/2020	704	AFSCME Council 65	\$105.20	O
35541	C	5/11/2020	691	Allstream	\$217.98	O
35542	C	5/11/2020	326	Auto Value	\$33.07	O
35543	C	5/11/2020	9	Bernick's Pepsi-Cola	\$332.10	O
35544	C	5/11/2020	627	Breakthru Beverage Minnesota	\$145.56	O
35545	C	5/11/2020	828	Brian Zapzalka	\$650.00	O
35546	C	5/11/2020	18	C & L Distributing, Inc	\$3,635.85	O
35547	C	5/11/2020	1020	DG Central 1, LLC	\$1,165.51	O
35548	C	5/11/2020	85	Granite Water Works	\$104.85	O
35549	C	5/11/2020	91	Hawkins, Inc	\$731.34	O
35550	C	5/11/2020	91	Hawkins, Inc	\$200.00	O
35551	C	5/11/2020	92	Headley Hardware	\$790.32	O
35552	C	5/11/2020	948	Henry's Foods, Inc	\$1,220.86	O
35553	C	5/11/2020	614	Holdingford Gas and Grocery	\$116.38	O
35554	C	5/11/2020	899	Illinois Casualty	\$2,073.00	O
35555	C	5/11/2020	119	Johnson Brothers Liquor C	\$2,057.90	O
35556	C	5/11/2020	1009	Kennedy & Graven, Chartered	\$511.50	O
35557	C	5/11/2020	730	Midcontinent Business Solutions	\$316.81	O
35558	C	5/11/2020	911	MN PEIP	\$1,137.00	O
35559	C	5/11/2020	465	Sandra Meer	\$24.36	O
35560	C	5/11/2020	685	Star Publications, LLC	\$554.75	O
35561	C	5/11/2020	242	Stearns Cty Auditor-Treas	\$2,000.00	O
35562	C	5/11/2020	245	Stearns Cty Public Health	\$250.00	O
35563	C	5/11/2020	915	Steve Horvath	\$25.00	O
35564	C	5/11/2020	804	Toshiba Financial Services	\$117.94	O
35565	C	5/11/2020	271	UC Lab	\$1,782.00	O
35566	C	5/11/2020	339	Verizon Wireless	\$116.43	O
35567	C	5/11/2020	281	Viking Coca Cola Bottling	\$1,115.70	O
35568	C	5/11/2020	358	XCEL ENERGY 51-5655040-0	\$1,164.61	O
35569	C	5/11/2020	519	XCEL ENERGY 51-8242904-3	\$24.75	O
35570	C	5/27/2020	9	Bernick's Pepsi-Cola	\$810.75	O
35571	C	5/27/2020	18	C & L Distributing, Inc	\$6,886.85	O
35572	C	5/27/2020	873	CenturyLink	\$65.66	O
35573	C	5/27/2020	48	D & D Beverage	\$433.10	O
35574	C	5/27/2020	550	Everything Signs	\$74.99	O
35575	C	5/27/2020	89	Handyman's Inc	\$175.52	O
35576	C	5/27/2020	119	Johnson Brothers Liquor C	\$1,365.74	O
35577	C	5/27/2020	998	Julie Warren	\$44.80	O
35578	C	5/27/2020	132	Larson Excavating	\$2,458.00	O
35579	C	5/27/2020	1003	Marie Ritzer	\$28.93	O
35580	C	5/27/2020	153	Med-Compass, Inc	\$1,420.00	O
35581	C	5/27/2020	1000	Molly Schnell	\$139.00	O
35582	C	5/27/2020	938	Nathan Pilarski	\$4,900.00	O
35583	C	5/27/2020	207	Postmaster	\$105.00	O
35584	C	5/27/2020	223	S.E.H.	\$14,338.45	O
35585	C	5/27/2020	750	St Cloud Times #1076	\$25.00	O
35586	C	5/27/2020	242	Stearns Cty Auditor-Treas	\$4,965.50	O
35587	C	5/27/2020	1024	Stryker Sales Corporation	\$1,162.80	O
35588	C	5/27/2020	263	Tom's Refuse	\$6,304.00	O
35589	C	5/27/2020	637	Tony Stalberger	\$107.55	O
35590	C	5/27/2020	276	Vadim Municipal Software Inc	\$3.84	O
35591	C	5/27/2020	281	Viking Coca Cola Bottling	\$576.00	O
35592	C	5/27/2020	359	XCEL ENERGY 51-5655038-6	\$1,339.55	O
35593	C	5/27/2020	361	XCEL ENERGY 51-5655039-7	\$1,059.50	O
					Cleared	\$0.00
					Outstanding	\$71,511.30