

Holdingsford City Council Meeting Minutes March 11, 2019

The Holdingsford City Council meeting was called to order by Mayor Sue Marstein at 7:00 p.m. The pledge of allegiance was recited.

Present: Susan Marstein, Eric Berscheid, Robb Berscheid, Mike Odden, Bob Sanchez, Sandra Meer, Keith Hommerding, Dorine Rausch, Tony Stalberger, Melvin Breth, and Jeremy Freudenrich.

Robb Berscheid made a motion to approve the consent agenda to include minutes of the February 11th Council Meeting, submitted monthly claims, and financial reports. Eric Berscheid seconded the motion. AIF

Department Reports

Liquor Store report was given by Mayor Sue Marstein. February gross revenue = \$30,882.63. Expenses = \$33,225.89. Year to date lottery proceeds = \$264.03 Year to date balance = \$2,357.10 Business has been good with the snowmobilers and Fun Runs.

Fire Department report was given by Chief Keith Hommerding. There have been 21 calls so far this year; 16 medical, two fires, two accidents with injuries, and one good intent/false alarm. Nine calls were in the city, seven in Holding Township, two in Krain Township and three in Brockway Township.

The annual Fire Relief Associatio breakfast served about 600 people and netted about \$4,000. Thanks to WD Scepaniak for lending their building next door to house several of the fire trucks during the event. Thanks to the Maintenance Staff for clearing snow from the parking lot and thanks to all for the support of Sunday's breakfast fundraiser.

A donation was made to the truck fund from charitable gambling. Once all of the specs are determined for the new rescue truck, it will be ordered from the Albany Chrysler Center.

Department staff met with a representative from the ISO for a rate review. Our current rating is 4, which is good for a city of our size.

Training last month was on "Through Smoke". More training will be scheduled to utilize the \$4,400 available for training.

Justin Spanier is new member on the department. He was with the Albany Department but has moved to our area. He has one certification that needs to be renewed. Mike Odden made a motion to approve hiring Justin Spanier to the department. Bob Sanchez seconded the motion. AIF

Laurie Fiedler turned in her resignation since she moved to the city of Avon.

No report from Dorine Rausch, the city Emergency Manager.

Maintenance Report was read by Mayor Sue Marstein. Tower and lines near the tower were flushed and a lot of oxidation was removed. There have been no complaints or reports of discolored water since then. Water quality and polyphosphate samples were taken as well as low level led samples. The 4th Street lift station pumps were plugged with blue shop towels. Tri-State Pump, out of Clearwater was called to assist with removal and clearing because of a frost heave. Wipes are becoming a problem again as the pumps were cleared at the main lift station four times in February. The WWTP mixer was brought to Aeration Industries to be rebuilt. The Well House chemical feed pumps were rebuilt but are not reliable anymore so four new pumps and new hose were ordered. Over 860 yards of snow was hauled from downtown area to the ballpark. Staff attended the annual Minnesota Rural Water Association annual conference.

Guests

Jeremy Freudenrich asked if WAC/SAC (Water Access Charge/Sewer Access Charge) incentives were still in place for new built homes. There was discussion about why the incentive began, (to help jumpstart new construction in the city), how those funds are used, infrastructure that needs to be maintained no matter the amount of end users, resident benefits, and if the incentive was still relevant. The original incentive was a two year agreement to dismiss the \$1,800 WAC/SAC hook up charges for developers and refund a portion of the city's property taxes to the home owner. In looking at other cities, some gave incentives directly to home owner, some none at all. Following discussion on whether the city should continue this program or collect revenue from new construction to help offset city costs, Eric Berscheid made a motion to extend the incentive as in past. Robb Berscheid seconded the motion. E. Berscheid, R Berscheid and Sanchez voted in favor. Odden and Marstein opposed.

John Bielejeski proposed a property lot split and submitted an application but was waiting on a current survey to be completed. Two lots would be split off on property located east of County Road 9. Each lot would be approximately a half acre, with a driveway or easement along one side of the property(s). Water and sewer would need to be laid. One of the lots has low land that was filled many years ago. The council agreed that a driveway that is considered part of the property would be better than an easement. The survey will be needed before a public hearing can be set.

Larry Hadley has an additional lot located directly east of his house that he is looking to sell but has concerns about the driveway, the property line and how it overlaps with the pedestrian trail. Repaving the trail is part of the Safe Routes to School grant and is planned for this summer. Water and sewer services are available to the additional property.

Unfinished Business

More information is being gathered for simplifying language of the draft ordinance for regulation specifications in potable water systems and will be postponed until further notice.

Holding Township approved the Property Tax Agreement for the Annexation which was forwarded to the city attorney. Language describing the agreement was added to Ordinance 103 Annexation of Land by Ordinance. Eric Berscheid made a motion to approve Ordinance 103A: An Ordinance of the City of Holdingford, Minnesota, amending Ordinance No. 103. Mike Odden seconded the motion. AIF

The approved amending Ordinance will be forwarded to the MN State Office of Administrative Hearings for review.

A meeting will be set up with the fire department to review the cost share of services with townships and the issue was postponed until the April meeting

One sealed bid was received for land rent for the city's ten acre field where biosolids are spread. The bid was from Jeremy Wentland for \$125/acre. Robb Berscheid made a motion to accept the bid from Jeremy Wentland. Bob Sanchez seconded the motion. AIF

Review of the League of Minnesota Cities safety survey of Veteran's Park will be postponed until spring.

The Council Item List will be prioritized at the work session scheduled for 6:00pm before the April council meeting.

Pricing for the water line to the WWTP will be obtained and staff will review and bring to the April council meeting.

Ordinance 92.21 on building maintenance and appearance was reviewed. A letter will be drafted to bring awareness to homeowners to keep properties presentable which helps keep property values up, brings pride to the neighborhood and makes a good impression on visitors to our city.

New Business

Robb Berscheid made a motion to approve Resolution 19-03-11-1 Holdingford Lions Club Raffle to be held on July 13, 2019. Bob Sanchez seconded the motion. AIF

Flushable wipes and blue shop rags are causing problems at the lift stations and then at the WWTP. Many cities are having problems with this. There was discussion on imposing fines to residents who flush wipes. Ongoing publicity through the city website, social media, the marquee and word of mouth will help bring awareness. Flushable wipes clog our systems and should be put in the garbage.

The city's application for the Safe Routes to School grant was selected for funding. The city will receive about \$160,000 for two sets of solar pedestrian cross walk signals, a concrete sidewalk along River Street and two bituminous walking trails.

A plan of action was discussed for the plugged/frozen storm drains on Washington Street near Opatz Metals. Water should be draining through to the drain on Main Street across from Spring Street and down to the river. The drain that runs from Main Street under Opatz' yard is likely frozen. When the Main Street construction is done in 2020, the drain issue could be remedied by connecting to north lines. In the meantime the storm drain could be steamed open or possibly jetted. The clerk will follow up with the Maintenance staff and contact a local operator to open the storm drain.

Residents who are delinquent on their utility payments are: Shannon Backlund \$568.08, Bill Fellegly \$351.59, Jenny Gunderson \$412.66, Dave Hagemann \$4,514.03, Hyatt House \$1,399.61, Roger Jensen \$352.17, Carlena Johnson \$430.80, Robert Keil \$392.49, Mel Nierenhausen \$318.71, Pat Rooney \$356.16 and Angie Sobania \$308.38.

The amount of petty cash held at the Municipal Liquor Store needs to be reviewed since it was not adjusted as expected and it's noted in the auditor's findings each year. Eric Berscheid made a motion to adjust HMLS petty cash balance at \$3,500 for this month and then revisit next month. Mike Odden seconded the motion. AIF

Admin Reports

Mayors/Council Discussion notes:

- The annual revenue report from Midcontinent for the Cable Television Franchise Agreement was reviewed
- Contact information for Xcel Energy will be forwarded to the Chamber to gauge interest from Main Street business about options to move electrical poles off of Main Street
- Lights near the ice skating rink could be turned on for evening skaters. Look into light timers for the rink for next year so it won't have to be done manually. More use could come from grade school PE classes.
- Several complaints were received about 2 German Shepherds at 840 4th Street and the Sheriff deputy will be updated.

The Deputy Clerk-Treasurer position is posted. A new computer server will be installed in the city offices.

Announcements

Next council meeting: Monday, April 8th at 7:00 p.m. with a work session at 6:00p.m. Board of Appeals on April 10, at 7:00pm
Mike Odden made a motion to adjourn the meeting. Motion was seconded by Robb Berscheid. Meeting adjourned at 9:23pm.

Respectfully submitted,
Sandra Meer
City Clerk, Holdingford

FEBRUARY 2019	
Department	Gross Pay
General	\$ 5,892.11
Public Works	\$ 6,654.95
Liquor	\$ 7,473.89
Total	\$20,020.95
2 pay periods ending	
02/01, 02/15	

City of Holdingford - Equal Opportunity Provider
Accounts Payable Check Register Report - STEARNS BANK
For The Fiscal Periods Range From 2019-2 To 2019-2

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

Check #	Type	Date	Vendor	Name	Amount	Status
34415	C	2/11/2019	704	AFSCME Council 65	\$104.78	C
34416	C	2/11/2019	326	Auto Value	\$374.11	C
34417	C	2/11/2019	9	Bernick's Pepsi-Cola	\$588.99	C
34418	C	2/11/2019	828	Brian Zapzalka	\$650.00	C
34419	C	2/11/2019	18	C & L Distributing, Inc	\$5,549.25	C
34420	C	2/11/2019	405	DVS Renewal	\$51.00	C
34421	C	2/11/2019	926	Eckberg Lammers, P.C.	\$84.00	C
34422	C	2/11/2019	70	Frito-Lay, Inc	\$80.65	C
34423	C	2/11/2019	961	Goldstar Products, Inc	\$726.14	C
34424	C	2/11/2019	787	Granite City Jobbing Co	\$473.85	C
34425	C	2/11/2019	90	Harry's Frozen Foods	\$87.00	C
34426	C	2/11/2019	91	Hawkins, Inc	\$220.00	C
34427	C	2/11/2019	92	Headley Hardware	\$1,040.60	C
34428	C	2/11/2019	481	Heggies Pizza	\$364.70	C
34429	C	2/11/2019	948	Henry's Foods, Inc	\$598.46	C
34430	C	2/11/2019	614	Holdingford Gas and Grocery	\$158.57	C
34432	C	2/11/2019	121	KASM Radio	\$200.00	C
34433	C	2/11/2019	730	Midcontinent Business Solutions	\$231.99	C
34434	C	2/11/2019	905	Midwest Machinery Co	\$763.52	C
34435	C	2/11/2019	176	MN Rural Water Assn	\$240.00	C
34436	C	2/11/2019	989	Nathan Neumann	\$500.00	C
34437	C	2/11/2019	476	Preferred Controls Corp	\$264.82	C
34438	C	2/11/2019	237	St Rosa Lumber, Inc	\$84.64	C
34439	C	2/11/2019	685	Star Publications, LLC	\$18.75	C
34440	C	2/11/2019	242	Stearns Cty Auditor-Treas	\$224.35	C
34441	C	2/11/2019	637	Tony Stalberger	\$91.63	C
34442	C	2/11/2019	804	Toshiba Financial Services	\$96.24	C
34443	C	2/11/2019	271	UC Lab	\$998.00	C
34444	C	2/11/2019	276	United Systems Technology	\$3.04	C
34445	C	2/11/2019	903	Upper Lakes Foods, Inc.	\$40.73	C
34446	C	2/11/2019	358	XCEL ENERGY 51-5655040-0	\$3,635.95	C
34447	C	2/11/2019	519	XCEL ENERGY 51-8242904-3	\$36.28	C
34448	H	2/19/2019	176	MN Rural Water Assn	\$130.00	C
34449	H	2/19/2019	687	MN Dept Hlth, MDH	\$32.00	C
34431	C	2/11/2019	351	Holdingford Public Schools	\$50.00	C
34450	C	2/25/2019	9	Bernick's Pepsi-Cola	\$411.85	O
34451	C	2/25/2019	18	C & L Distributing, Inc	\$4,337.90	O
34452	C	2/25/2019	873	CenturyLink	\$65.60	O
34453	C	2/25/2019	48	D & D Beverage	\$106.40	O
34454	C	2/25/2019	70	Frito-Lay, Inc	\$84.09	O
34455	C	2/25/2019	316	GERAD'S OIL CO., INC	\$562.25	O
34456	C	2/25/2019	787	Granite City Jobbing Co	\$152.74	O
34457	C	2/25/2019	90	Harry's Frozen Foods	\$72.00	O

34458	C	2/25/2019	481 Heggies Pizza	\$167.25	O
34459	C	2/25/2019	101 Holdingford Chamber of Commerce	\$60.00	O
34460	C	2/25/2019	119 Johnson Brothers Liquor C	\$2,154.88	O
34461	C	2/25/2019	333 Kathy O'Hara	\$66.72	O
34462	C	2/25/2019	911 MN PEIP	\$528.81	O
34463	C	2/25/2019	207 Postmaster	\$105.00	O
34464	C	2/25/2019	223 S.E.H.	\$24.61	O
34465	C	2/25/2019	750 St Cloud Times #1076	\$25.00	O
34466	C	2/25/2019	915 Steve Horvath	\$179.99	O
34467	C	2/25/2019	263 Tom's Refuse	\$6,204.50	O
34468	C	2/25/2019	903 Upper Lakes Foods, Inc.	\$43.60	O
34469	C	2/25/2019	339 Verizon Wireless	\$116.32	O
34470	C	2/25/2019	281 Viking Coca Cola Bottling	\$2,420.55	O
34471	C	2/25/2019	359 XCEL ENERGY 51-5655038-6	\$1,781.77	O
34472	C	2/25/2019	361 XCEL ENERGY 51-5655039-7	\$1,530.07	O
			Cleared	\$18,744.04	
			Outstanding	\$21,251.90	
			Void	\$0.00	