

Holdingsford City Council Meeting Minutes March 9, 2020

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, Robb Berscheid, Mike Odden, Bob Sanchez, Julie Warren, Steve Horvath, Keith Hommerding, Scott Lange, William Shank, Kate Asfeld, Lisa Larson and Amber Larson.

Absent: Eric Berscheid

Mike Odden made a motion to approve the consent agenda to include minutes of the February 10th Council Meeting, submitted monthly claims, and financial reports. Robb Berscheid seconded the motion. AIF

Department Reports

Municipal Liquor Store financial report was given by Bill Shank, manager. February gross revenue = \$26,555.55, lottery sales of \$2,229.25. Expenses= \$24,2469.84. A comparison of last year's expenses and income was reviewed. Upcoming entertainment is planned for the next three Fridays.

Fire Department report was given by Chief Keith Hommerding. For this year, there have been 25 rescue calls; 24 were medical, one was an assist with the fire at Northern Metals Recycling in Becker. The Fire Relief Association's Annual Breakfast Fundraiser on Sunday, March 8th was a huge success. They served just over 1,000 people. They calculate an approximate \$7,500 profit. Keith Hommerding thanked the community and everyone who attended for the support shown for the Fire Relief Association. The department has a lot of spring training planned. The department currently has an individual who is interested in the Emergency Manager position. The new rescue truck is still in the works. On March 21st nine local fire departments will be hosting a farm safety day in Albany.

Emergency Manager, Dorine Rausch, did not have a report.

Maintenance Department Report was given Steve Horvath. Final results of the Minnesota Pollution Control Agency visit to the WWTP came back. There were no violations, although minor equipment updates are needed and several DMR reports need to be revised (this is a time-consuming process but they have made progress). A Mercury Mitigation Plan and a feasibility study for how water samples are taken will also need to be completed. Steve Horvath has met with SEH regarding the Mercury Mitigation Plan and feasibility study and they are coming up with solutions to complete the plan. Quarterly water sampling for Bac-T, fluoride and water quality parameters were completed. The maintenance department has completed maintenance on the street sweeper so it is ready for action. There is an opportunity to host a waste water intern for three weeks in April, which the council agreed upon. Snow melting off the roof and freezing in front of the maintenance garage is causing safety concerns for individuals and equipment, a bid was obtained for gutters to be placed on the building. A bid was received from JDL Leafless Gutters in the amount of \$1,240. Robb Berscheid made a motion to accept the bid from JDL Leafless Gutters for the amount of \$1,240 for gutters on the maintenance shop. Motion was seconded by Mike Odden. AIF Also, Lloyd Rausch has been asked to assist with mowing grass this summer.

1,247,000 gallons of well water were pumped. 1,964,000 gallons of wastewater was treated.

Engineer Scott Lange submitted project updates: We have the final contract close out requirements from Northland Lining for sewer lining under River Street. Scott Lange recommended payment approval upon receiving the completed IC134 form. Robb Berscheid made a motion to pay the final invoice for Northland Lining, Inc., in the amount of \$18,750, contingent upon receiving the completed IC134 form. Motion seconded by Bob Sanchez. AIF

Comments regarding the Safe Routes to School project were received back from MnDOT. SEH addressed the comments and have resubmitted plans. A discussion was held regarding school kids crossing County Rd. 17 to the Dollar General store and not using the crosswalk. Solutions will be looked into, may be able to use funds from the Safe Routes to School project to address this issue if available.

Main Street construction plans have been submitted to Stearns County for review prior to being submitted to MnDOT. Stearns County has determined the storm sewer is adequate so will not be changed. Discussion was held regarding a new sidewalk and how to address access problems by reducing or eliminating a step into buildings. More details will be upcoming. They expect the plan approval process will be completed with Stearns County and MnDOT in late April. One of the options being looked at for storage at the Well House is using pre-engineered/pre-manufactured structures to keep costs more economical. In checking the control panels at the Well House, Preferred Controls determined one of the panels is fine, they are looking into alternative options for the panel that needs replacement. With the chemicals removed, they may not necessarily need the same type of panel currently being used.

Guests

Lisa Larson, a resident, presented concerns regarding the cost of charges for sanitary sewer services for water that does not go into the system for purposes such as watering grass and flowers, pools, water beds, power washing, etc. The council members explained the city does not have a way to monitor what goes into the sanitary system, the meter only monitors water being brought into a residence. The city at one time did have a water forgiveness program in the summer for water that may not be going into the sanitary system, but

discontinued it due to costs involved. The council was agreeable to allow forgiveness of water usage not going into the sanitary system for a one-time usage for power washing her home. It was stipulated that she must give advance notice to the office in City Hall for the day the extra usage would occur. The difference in usage would then be reduced for the sanitary sewer portion for that day.

Unfinished Business

Resolution 20-03-09-1 was brought forward. Mike Odden made a motion to approve Resolution 20-03-09-1 Approving A Property Division For Property ID 58.33668.0027. Motion was seconded by Bob Sanchez. AIF

Longevity benefits for part-time staff were discussed. The city received written approval from the Union for this option. Discussion regarding how to determine fair vacation hours/holidays for part-time employees. Decision was tabled while research is completed by checking with other cities to see how they handle longevity vacation/holiday hours.

With the Main Street project, electrical lighting costs are being checked into. Xcel Energy can put up new poles anytime. Different pole options are being explored and estimates should be available soon.

Discussion regarding the concerns presented last month regarding the culverts that runs under County Rd. 17. Scott Lange stated that culverts require less maintenance and inspections than bridges. He also thought MnDOT would require studies to be completed before a decision could be made regarding a bridge instead of a culvert. He does not recommend replacing the culvert with a bridge at this time.

New Business

Robb Berscheid made a motion to accept Resolution 20-03-09-02 Holdingford FFA Alumni Tractor Raffle to be held on October 14, 2020. Motion was seconded by Bob Sanchez. Motion passed.

Mike Odden made a motion to accept Resolution 20-03-09-03 Helping Hands Cash Raffle to be held on July 11, 2020. Motion was seconded by Robb Berscheid. Motion passed.

Admin Reports

Deputy Clerk Treasurer Julie Warren reported election results from the Presidential Nominating Primary on March 3, 2020. A total of 55 voters cast ballots (17 Democrat votes, 38 Republican votes).

Mayors/Council Discussion notes:

- Discussed furnace issues at City Hall. The new furnaces were put in by Ellingsons, but we have had continued problems with the thermostats stopping and not allowing heating. Ellingson is working on figuring out the issue.
- The Union would like negotiations to start earlier this year. Eric Berscheid was nominated by the council and Robb Berscheid also agreed to be on the negotiation committee.
- Mayor Sue Marstein received information asking the city to encourage people to complete the Census forms for 2020.
- Discussion regarding the property at 511 Second Street. Will check into how ordinances and setbacks would affect a new construction.

Announcements

Residents who are delinquent on their utility payments are: Dave Hagemann \$3,262.25, Scott Zehowski \$505.27, James Taylor \$451.87, Sandra Ross \$402.85, Bill Fellegly \$404.71, Travis Harlander \$379.61, Terry Runge \$367.37, Mara Glader \$356.56, Shannon Backlund \$328.70, Jacob Hanebuth \$324.03, Josh Krueger \$308.56, Brenda Rybak \$304.54.

Board of Appeals and Equalization will meet at City Hall on Tuesday, April 7, 6:00-6:30 pm.

Next council meeting: Monday, April 13th at 7:00 p.m.

Mike Odden made a motion to adjourn the meeting. Motion was seconded by Bob Sanchez. Meeting adjourned at 9:10 pm.

Respectfully submitted,

Julie Warren

Deputy City Clerk, Holdingford

FEBRUARY 2020	
Department	Gross Pay
General	\$6,749.06
Public Works	\$11,974.32
Fire	\$
Liquor	\$7,220.67
Total	\$25,944.05
2 pay periods ending	
2/14, 2/28	

**City of Holdingford - Equal Opportunity Provider
Accounts Payable Check Register Report - STEARNS BANK**

For The Date Range From 2/1/2020 To 2/29/2020

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

Check #	Type	Date	Vendor Name	Amount	Status
35346	C	2/11/2020	704 AFSCME Council 65	\$182.20	C
35347	C	2/11/2020	517 Alex Air Apparatus, Inc	\$5,492.61	C
35348	C	2/11/2020	691 Allstream	\$218.30	C
35349	C	2/11/2020	6 AmeriPride Linen	\$83.04	C
35350	C	2/11/2020	1013 Anderson Excavating & Septic	\$100.00	C
35351	C	2/11/2020	326 Auto Value	\$27.48	C
35352	C	2/11/2020	9 Bernick's Pepsi-Cola	\$182.10	C
35353	C	2/11/2020	627 Breakthru Beverage Minnesota	\$902.30	C
35354	C	2/11/2020	828 Brian Zapzalka	\$650.00	C
35355	C	2/11/2020	18 C & L Distributing, Inc	\$5,930.70	C
35356	C	2/11/2020	48 D & D Beverage	\$55.60	C
35357	C	2/11/2020	405 DVS Renewal	\$73.50	C
35358	C	2/11/2020	70 Frito-Lay, Inc	\$62.96	C
35359	C	2/11/2020	80 Gopher State One-Call, Inc	\$150.00	C
35360	C	2/11/2020	787 Granite City Jobbing Co	\$266.24	C
35361	C	2/11/2020	81 Granite Electronics, Inc	\$119.94	C
35362	C	2/11/2020	90 Harry's Frozen Foods	\$76.00	C
35363	C	2/11/2020	92 Headley Hardware	\$331.88	C
35365	C	2/11/2020	614 Holdingford Gas and Grocery	\$220.18	C
35366	C	2/11/2020	121 KASM Radio	\$200.00	C
35367	C	2/11/2020	730 Midcontinent Business Solutions	\$315.92	C
35368	C	2/11/2020	911 MN PEIP	\$1,137.00	C
35371	C	2/11/2020	682 Ridgewater College	\$2,200.00	C
35372	C	2/11/2020	671 Ripplinger Plumbing	\$1,168.00	C
35373	C	2/11/2020	685 Star Publications, LLC	\$377.33	C
35374	C	2/11/2020	804 Toshiba Financial Services	\$127.98	C
35375	C	2/11/2020	877 Joel Knutson	\$300.00	C
35376	C	2/11/2020	386 USA Bluebook	\$747.89	C
35377	C	2/11/2020	339 Verizon Wireless	\$116.67	C
35379	C	2/11/2020	360 XCEL ENERGY 51-5655037-5	\$2,331.90	C
35380	C	2/11/2020	359 XCEL ENERGY 51-5655038-6	\$1,003.25	C
35381	C	2/11/2020	361 XCEL ENERGY 51-5655039-7	\$1,359.59	C
35382	C	2/11/2020	358 XCEL ENERGY 51-5655040-0	\$3,044.38	C
35383	C	2/11/2020	383 XCEL ENERGY 51-5655041-1	\$751.40	C
35384	C	2/11/2020	519 XCEL ENERGY 51-8242904-3	\$27.80	C
35398	C	2/25/2020	359 XCEL ENERGY 51-5655038-6	\$581.41	C
35404	C	2/25/2020	787 Granite City Jobbing Co	\$45.78	C
35364	C	2/11/2020	933 Helping Hands Outreach	\$81.00	O
35370	C	2/11/2020	1015 Patricia Browen	\$225.00	O
35387	C	2/25/2020	9 Bernick's Pepsi-Cola	\$204.02	O
35388	C	2/25/2020	48 D & D Beverage	\$138.00	O
35389	C	2/25/2020	70 Frito-Lay, Inc	\$49.99	O
35390	C	2/25/2020	119 Johnson Brothers Liquor C	\$972.74	O
35391	C	2/25/2020	179 MN State Fire Dept. Assn	\$800.00	O
35392	C	2/25/2020	207 Postmaster	\$105.00	O
35393	C	2/25/2020	223 S.E.H.	\$10,043.67	O
35394	C	2/25/2020	263 Tom's Refuse	\$6,219.00	O
35395	C	2/25/2020	276 Vadim Municipal Software Inc.	\$3.76	O
35396	C	2/25/2020	281 Viking Coca Cola Bottling	\$581.90	O
35397	C	2/25/2020	351 Holdingford Public Schools	\$50.00	O
35399	C	2/25/2020	481 Heggies Pizza	\$117.20	O
35400	C	2/25/2020	550 Everything Signs	\$42.84	O
35401	C	2/25/2020	686 Lake Region Firefighters Ass'n	\$40.00	O
35402	C	2/25/2020	750 St Cloud Times #1076	\$25.00	O
35403	C	2/25/2020	752 MN Valley Testing Labs	\$455.00	O
35405	C	2/25/2020	856 Andy Bartkowicz	\$84.99	O
35406	C	2/25/2020	873 CenturyLink	\$65.78	O
35407	C	2/25/2020	883 Amber Molitor	\$209.04	O
35408	C	2/25/2020	905 Midwest Machinery Co	\$42.77	O
35408	C	2/25/2020	905 Midwest Machinery Co	\$42.77	O
35409	C	2/25/2020	948 Henry's Foods, Inc	\$561.40	O
35410	C	2/25/2020	959 Emergency Services Marketing Corp., Inc.	\$735.00	O
35411	C	2/25/2020	995 Robert Opheim	\$300.00	O
35412	C	2/25/2020	1016 Independent Testing Technologies, Inc.	\$1,905.00	O
35369	C	2/11/2020	176 MN Rural Water Assn	\$275.00	V
35378	C	2/11/2020	281 Viking Coca Cola Bottling	\$1.00	V
				Cleared	\$30,961.33
				Outstanding	\$24,058.10
				Void	\$276.00