

## Holdingsford City Council Meeting and Public Hearing Minutes

March 14, 2022

Public Hearing for Amending Ordinance No. 153 General Provisions was called to order at 7pm. After no comment, Mike Odden made a motion to close the Public Hearing at 7:02pm. Eric Berscheid seconded. All in favor.

The Holdingsford City Council meeting was called to order at 7:02 p.m. by Mayor Sue Marstein, the Pledge of Allegiance was recited.

Present at City Hall: Susan Marstein, Eric Berscheid, Robb Berscheid, Mike Odden, Seth Young, Jenn Hegna, Scott Lange, Kyle Pundsack, Mariah Pundsack, Keith Hommerding and Herman Lensing.

Robb Berscheid made a motion to approve the consent agenda to include minutes of the February 14<sup>th</sup> Council Meeting, submitted monthly claims, contract hours and financial reports. Seth Young seconded the motion. All in favor.

### Guest

Mariah and Kyle Pundsack are interested in purchasing 521 Main Street. It is currently built as a 3 unit apartment but zoned as a 2 unit apartment and 1 unit of retail space. Kyle was hoping to re-zone it to 3 unit apartments. Council had tried to rezone this in 2021 but was advised by the lawyer that the front unit on Main Street would need to remain a retail space.

### Department Reports

Liquor Store financial report was reviewed. January Revenue = \$30,678.29. January Expenses = \$25,499.74. E-tabs and Pull tabs was \$1,127.00. There was a band on Saturday, February 19th and DJ Karaoke will be on the 18th. Bar BINGO is every Wednesday.

Fire Department report was given by Fire Chief Keith Hommerding. Total of 25 calls in 2022. 11 calls were in the city of Holdingsford, 9 in Holding Township, 3 in Brockway Township, 1 in Krain Township and 1 in Elmdale Township. Of the 25 calls, 21 were medical, 1 hazard, 1 structure fire and 2 car accident. Keith reported that it was another decent month of charitable gambling. They were able to donate another \$7,000 to the truck and equipment fund. The annual Fire Relief breakfast fundraiser was on March 13<sup>th</sup>. Keith reported it was very successful and estimated they served over 900 people and raised \$9,500. Thank you to the community who continues to support the Fire Department. Thank You to WD Scepaniak for providing parking inside their building for the fire trucks during the fundraiser. The Fire Relief Association had a gun raffle with a drawing to be held at Rudolph's Redneck Roost after the breakfast. Keith reports this also went well raising \$4,000. Keith reports the calendar donations are still coming in and people have been very generous. The Fire Department has conducted interviews and requested to hire 2 applicants pending the results of a background study. Eric Berscheid made a motion to hire the 2 applicants. Robb Berscheid seconded. All in favor. First Responder Refresher training went well. There will be SCBA training in March. The Fire Relief association purchased 10 tables and chairs to donate to the city. Keith requested that Fire Department members be able to borrow these tables and chairs. Keith noted they put new low flow toilets in the Fire Department Bathrooms.

Maintenance Report was reviewed. The 4<sup>th</sup> Street Lift Station was completed as well as the electrical installation for the Well House. They sampled the water system for Bac-T, WQP and Fluoride as required by MDH. They repaired broken welds on the City Plow Truck and performed the 50-hour use maintenance on the Kubota. The Maintenance team attended the Minnesota Rural Water Association's technical conference for license hours. They received their annual compliance survey from the MPCA. This survey showed they have received no negative comments, no missing reports, samples or deadlines. The Council acknowledged Steve and Andy (Maintenance Staff) for their excellent work. MDH tested the Manganese levels and the report came back under the limit. 1,060,000 gallons of well water were pumped. 1,279,000 gallons of wastewater was treated.

The City Engineer report was given by Scott Lange. Scott recommended the City pay the remaining amount to St. Rosa for the Well House. The floor is as low as it could be to connect a wooden structure to an existing block wall. Eric Berscheid made a motion to pay St. Rosa Building Supply for the final invoice. Seth Young seconded the motion. AIF. Scott mentioned that we are still working on the Waste Water Treatment Plant Variance Request and will meet next week to discuss more. Scott mentioned that manganese on well #3 was a little high to meet the new standard, we are currently not using well #3. The Iron levels in well #3 will be tested by Traut Wells to determine if the high iron is caused by the well casing, pump, or the aquifer.

### Old Business

The city needs to have more input from residents for our Planning and Zoning Committee. It was decided that the committee should be made up of 5 members. This would be 1 Council member, 2 city residents and 2 residents of Holding Township, Brockway Township, Krain Township or owners of property in Holdingsford. Members would have to apply and be appointed for 2 year terms to the committee.

There was a discussion about updating Holdingsford's Comprehensive Plan. This plan would be a guide to decision making on growth and development issues. There was discussion on how to encourage business growth within the city, looking into annex properties for residential and commercial expansion. Scott Lange mentioned that we are only using the Waste Water Treatment plant at 50% capacity, so we have room to grow.

New Business

Mike Odden made a motion to approve Ordinance No. 153 Relating to General Provisions, Robb Berscheid seconded. AIF. This change revises section 10.99 (E) to read- "In addition to any penalties provided from this section or in 10.98 if any person, firm or corporation fails to correct the violation within 14 calendar days this will result in an additional citation. Third citation results in a mandatory court appearance."

Eric Berscheid made a motion to approve Resolution 22-03-14-01 FFA Alumni Tractor Raffle. Seth Young seconded. AIF.

Eric Berscheid made a motion to approve Resolution 22-03-14-03 Re-Establishing Polling Places and Redistricting. Robb Berscheid seconded. AIF.

The Planning and Zoning Committee recommended the approval of Land Use Permits 22-3 and 22-4. The Council reviewed and approved Land Use Permit 22-3 Konsor Residence and 22-4 Art in Motion Pavilion. Eric Berscheid made a motion to approve permit 22-3 and Mike Odden second. All in Favor. Robb Berscheid made a motion to approve permit 22-4 and Mike Odden seconded. All in Favor.

The council accepted the bid from Jeremy Wentland for crop land rental at \$155 an acre. Mike Odden made a motion to approve and Eric Berscheid seconded. All in Favor.

After discussion, there was no change to the job posting for Deputy Clerk- Treasurer.

Residents who are delinquent on their utility payments are: Hyatt House: \$3,870.20, Aubrey Neuman \$575.25, Jacob Hanebuth \$544.04, Duane Young \$416.59, Joseph Doll \$387.07, Kevin Feia \$350.22 and Jesse and Carlena Johnson \$325.02.

Admin Reports

Mayors/Council Discussion notes:

- Andy Bartkowicz and Steve Horvath received many compliments on snow removal.
- The Council received the 2022 market assessment letter which shows the average market value changes to properties in the district. The Holdingford Local Board of Appeal and Equalization Meeting Date is scheduled for April 5<sup>th</sup>, at 6:00 pm at City Hall.
- Council received drawings for a potential addition to the skate park.

Clerk Report

- Minnesota Public Employee Insurance Program has started to offer vision benefits for public employees. This would provide glasses, contact and Lasik benefits to public employees. Mike Odden made a motion to approve single vision benefits at \$6.41 a month. Eric Berscheid seconded. All in Favor.
- There was a request to purchase the old holiday décor from the city. This will be posted for bids for 1 week for those who are interested in purchasing.
- There was a comment about selling the light poles in the parking lot of City Hall as they are no longer used.

Announcements

The Holdingford Local Board of Appeal and Equalization Meeting Date is scheduled for April 5<sup>th</sup>, at 6:00 pm at City Hall.

Next council meeting: Monday, April 11<sup>th</sup> at 7:00 p.m.

Robb Berscheid made a motion to adjourn the meeting. Motion was seconded by Mike Odden. Meeting adjourned at 8:39 p.m.

Respectfully submitted,

Jenn Hegna

Clerk, Holdingford

February 2022	
<u>Department</u>	<u>Gross Pay</u>
General	\$7,344.47
Public Works	\$8,434.41
Fire	
Liquor	\$6,858.09
Total	\$22,636.97
2 pay periods ending	2/11 and 2/25

**City of Holdingford - Equal Opport Providr**  
**For The Date Range From 2/1/2022 To 3/31/2022**

Check # / eCheck ID	Type	Date	Vendor Name	Amount	Status
37062	C	2/1/2022	1061 Bremer Bank	\$60,214.40	C
37063	C	2/15/2022	704 AFSCME Council 65	\$208.78	C
37064	C	2/15/2022	9 Bernick's Pepsi-Cola	\$787.09	C
37065	C	2/15/2022	627 Breakthru Beverage Minnesota	\$831.28	C
37066	C	2/15/2022	828 Brian Zapzalka	\$650.00	C
37067	C	2/15/2022	18 C & L Distributing, Inc	\$5,492.45	C
37068	C	2/15/2022	24 Central McGowan, Inc	\$25.73	C
37069	C	2/15/2022	48 Dahlheimer Beverage	\$108.00	C
37070	C	2/15/2022	1022 First Systems Technology, Inc.	\$525.00	C
37071	C	2/15/2022	70 Frito-Lay, Inc	\$55.08	C
37072	C	2/15/2022	787 Granite City Jobbing Co	\$701.07	C
37073	C	2/15/2022	90 Harry's Frozen Foods	\$104.00	C
37075	C	2/15/2022	481 Heggies Pizza	\$308.75	C
37076	C	2/15/2022	614 Holdingford Gas and Grocery	\$70.00	C
37077	C	2/15/2022	119 Johnson Brothers Liquor Co.	\$1,550.26	C
37078	C	2/15/2022	1012 Justin Spanier	\$12.87	C
37079	C	2/15/2022	843 K & S Pharmacy	\$950.78	C
37080	C	2/15/2022	121 KASM Radio	\$120.00	C
37081	C	2/15/2022	1009 Kennedy & Graven, Chartered	\$66.00	C
37082	C	2/15/2022	1053 MacQueen Emergency	\$1,220.00	C
37083	C	2/15/2022	730 Midcontinent Business Solutions	\$348.76	C
37086	C	2/15/2022	1069 Municipal Emergency Services	\$2,751.98	C
37089	C	2/15/2022	237 St Rosa Lumber, Inc	\$4,500.00	C
37090	C	2/15/2022	685 Star Publications, LLC	\$120.00	C
37091	C	2/15/2022	804 Toshiba Financial Services	\$210.01	C
37093	C	2/15/2022	386 USA Bluebook	\$482.84	C
37094	C	2/15/2022	339 Verizon Wireless	\$113.63	C
37097	C	2/15/2022	359 XCEL ENERGY 51-5655038-6	\$1,180.61	C
37098	C	2/15/2022	361 XCEL ENERGY 51-5655039-7	\$1,367.64	C
37074	C	2/15/2022	92 Headley Hardware	\$359.02	O
37084	C	2/15/2022	917 Mike Schmidt	\$25.76	O
37085	C	2/15/2022	911 MN PEIP	\$1,924.71	O
37087	C	2/15/2022	1070 Samantha Angevine	\$205.92	O
37088	C	2/15/2022	465 Sandra Meer	\$307.50	O
37092	C	2/15/2022	728 Tri-State Pump & Control	\$1,379.94	O
37095	C	2/15/2022	281 Viking Coca Cola Bottling	\$638.60	O
37096	C	2/15/2022	759 Volunteer FF Benefit Assoc of MN	\$220.00	O
37099	C	3/2/2022	1072	\$470.75	O
37100	C	3/2/2022	691 Allstream	\$254.97	O
37101	C	3/2/2022	6 Aramark	\$105.43	O
37102	C	3/2/2022	9 Bernick's Pepsi-Cola	\$256.03	O
37103	C	3/2/2022	18 C & L Distributing, Inc	\$2,970.75	O
37104	C	3/2/2022	873 CenturyLink	\$69.33	O
37105	C	3/2/2022	959 Emergency Services Marketing Corp., Inc.	\$2,096.00	O
37106	C	3/2/2022	316 GERAD'S OIL CO., INC	\$727.51	O
37107	C	3/2/2022	787 Granite City Jobbing Co	\$669.01	O
37108	C	3/2/2022	90 Harry's Frozen Foods	\$99.00	O
37109	C	3/2/2022	91 Hawkins, Inc	\$10.00	O
37110	C	3/2/2022	481 Heggies Pizza	\$66.00	O
37111	C	3/2/2022	594 Holdingford Lions Club	\$200.00	O
37112	C	3/2/2022	119 Johnson Brothers Liquor Co.	\$827.48	O
37113	C	3/2/2022	984 Net V Pro	\$15.00	O
37114	C	3/2/2022	476 Preferred Controls Corp	\$1,297.80	O
37115	C	3/2/2022	223 S.E.H.	\$626.50	O
37116	C	3/2/2022	1071 Speedee	\$16.91	O
37117	C	3/2/2022	750 St Cloud Times #1076	\$30.00	O
				<b>Cleared</b>	<b>\$85,077.01</b>
				<b>Outstanding</b>	<b>\$15,869.92</b>