

City Council Meeting Minutes (Approved)
May 9, 2011

Present at the meeting: Mike Odden, Lloyd Rausch, Susan Marstein, Ernie Schmit, Kim Ebnet, Vicki Statz, Pat Meier, Gordon Sjaheim, Tony Stalberger, Dorine Rausch, Louis Walz, Louise Winkler, Scott Lange, Jeremy Freudenrich

Mayor Ernie Schmit called the meeting to order at 7:00 p.m.

Motion to approve checks was made by Kim Ebnet, seconded by Sue Marstein. AIF

Motion to approve bank reconciliation was made by, Lloyd Rausch, seconded by Mike Odden. AIF

Motion to approve electronic transfers, debit card purchases was made by Sue Marstein, seconded by Lloyd Rausch. AIF

Motion to approve minutes with correction of the April 11, 2011 council meeting was made by Sue Marstein seconded by Mike Odden. AIF

Motion to approve the Board of Equalization meeting minutes from Tuesday, April 12, 2011, with correction was made by Mike Odden, seconded by Sue Marstein. AIF

The Liquor Store report was given by manager, Pat Meier. Total revenue so far this year is \$3,396.91 with an additional \$1,600.89 from the lottery for a grand total of \$4,997.80. The liquor store is open on Sunday's to watch racing and MN Twin's baseball. We had the Pot of green raffle drawing last Saturday, May 7.

The Fire Department report was given by Fire Chief, Pat Meier. We have had 30 calls so far this year: 1 mutual aid in Albany Township; 5 for Brockway; 11 for the City of Holdingford; 9 for Holding Township; 3 for Krain and 1 mutual aid in Two Rivers township. Saturday, May 14 will be hands on testing for FFII. The Relief Association bought a washing machine for washing fire fighter clothing.

Old Business

Scott Lange shared with the council all the bids for all three projects with Rural Development. Larson Excavating had low base bid of \$2,308,405.57 for Utility System Improvements Project. Motion was made by Mike Odden, seconded by Lloyd Rausch to award the low bid to Larson Excavating Contractors, Inc. AIF

Other base bids that came in for the Utility System Improvement Project:

R.L. Larson Excavating, St. Cloud	\$2,599,816.50
Latour Construction, Maple Lake	\$2,677,775.70
Kuechle Underground, Kimball	\$2,691,605.42
J. R. Ferche, Rice	\$2,825,644.15
Geislinger & Sons, Watkins	\$3,040,550.83
Quam Construction, Willmar	\$3,536,900.00

The Engineers Estimate \$2,879,592.00

The Wastewater Treatment Facility upgrade had a low bid of \$828,600.00 from Rice Lake Construction group from Deerwood, MN. Motion to accept Rice Lake bid of \$828,600 was made by Kim Ebnet, seconded by Sue Marstein. AIF

Other Wastewater Treatment Facility Improvement bids:

Magney Construction, Inc.. Chanhassen	\$836,700
KHC Construction, Marshall	\$880,000
Gridor, buffalo	\$885,400
Northern Plains Contracting , Wolverton	\$911,500
Shank Constructors, Brooklyn Park	\$989,300
Eagle Construction Co, Inc. Little Falls	\$1,039,000

Engineers Estimate \$910,071.43

Water meters (Sensus brand) for all of Holdingford, low bid came in at \$84,101.85 from HD Supply Waterworks of Eden Prairie, MN. Motion to approve this bid contingent upon RD approval was made by Lloyd Rausch, seconded by Kim Ebnet. AIF

Other water meter bids:	
Dakota Supply Group	\$104,066.72
Ferguson Water Works	\$105,136.89

There were 3 quotes for testing for soil for street/utility project, concrete, trenches compaction, etc.:

ITT (Independent Testing Technologies)	\$9,350
CHI	\$9,700
Braun Intertec	\$20,000

Motion to have ITT do soil testing, etc throughout the project was made by Kim Ebnet, seconded by Mike Odden. AIF

After the bids were awarded, interim financing was discussed. Rural Water Association has interim financing for projects such as this one. Working with David Drown, his suggestion was to use Rural Water funding as this would be the best use of financing for the city.

Because the bids on all three projects came in under estimates, in order to take advantage of the grant dollars, discussion was held on the possibility of extending the project to Spring Street and either 3rd to Gertrude and 2nd to Gertrude or 3rd to Gertrude and Main St. to Gertrude. Motion to do Spring St, and 3rd to Gertrude from Spring St. and Main St. from Spring St. to Gertrude was made by Mike Odden, seconded by Lloyd Rausch, contingent upon approval by Rural Development. AIF Money for the ineligible costs will come from our budget line item of Excess Revenue above expenses; the waste treatment bond will be paid off this year, so we will not have that payment (\$125,000) to make next year, plus the Excess Revenue from our budget for 2012. We also have in reserve approximately \$250,000. These dollars will make up for the ineligible costs for doing these extra streets. The council wants to make use of the entire loan and grant dollars available to our city. We will have ineligible costs to do this extra part of the project and have gotten the okay from our financial advisor, David Drown that we would be able to handle these extra ineligible costs at the present EDU of \$15 per month.

If this extension of the project is approved by Rural Development, a public hearing will be held on June 9th, 2011 at 7 p.m. at city hall. More information will be forthcoming.

Weekly update meetings have been set up for Wednesday's: for the wastewater treatment plant, 3 p.m.; for the street project, 4 p.m.; for the public, 5 p.m. There will be a preconstruction meeting with Larson Excavating on Monday, May 16.

When federal dollars are being spent locally, we must be in compliance with federal regulations and ADA (American Disabilities Act). When our city hall was built in the early 1990s, we were in compliance. Some things have changed since then; one of them being the city hall bathrooms not meeting code for handicap accessibility. Another is handicap parking in front of city hall. Our city engineer will have an assessment done next week in regard to what will be needed as upgrading our city hall to be in compliance.

Partial completion date for the street project is for late October, 2011, with substantial completion date by end of June, 2012.

Updates on the projects will be posted on our city website weekly (www.holdingfordmn.us).

New Business

The Commercial Club has requested a bingo gambling permit for Holdingford Daze to be held at the American Legion. Resolution 11-05-09-01 to allow this gambling permit was made by Lloyd Rausch, seconded by Sue Marstein. AIF

Dave Hagemann and the trailer park – no show.

Moonshiner's tabled till next meeting. An unexpected event came up for them.

Reopening the union wage negotiation was tabled until the September council meeting on a motion by Sue Marstein, seconded by Kim Ebnet. AIF

Polar Tank Trailer has approached the city with the possibility of hauling its wastewater from Polar in Opole to our sewer plant. With their increased number of workers, their septic system is over capacity. Motion for Polar to be allowed up to 12,000 gallons (2 loads) of wastewater per week to be brought to the city for cost plus fair compensation made to the city with renegotiation of price after 2 months was made by Kim Ebnet, seconded by Sue Marstein. Voting yes: Kim Ebnet, Sue Marstein, Lloyd Rausch, voting no: Mike Odden. Motion passed.

Resolution 11-04-11-01 that was passed at the last council meeting needed to have a dollar amount listed as to the maximum amount the city's insurance would pay per incident for water main breaks and sewer backups. Motion to keep it at the \$10,000 per incident,

per household rate with a maximum total of \$250,000 per event overall was made by Sue Marstein, seconded by Lloyd Rausch. Voting yes: Sue Marstein, Lloyd Rausch, Kim Ebnet; voting no; Mike Odden. Motion passed.

Cell phone protocol to be added to the Personnel Manual was discussed. Motion to accept this policy was made by Kim Ebnet, seconded by Sue Marstein. AIF

A Capital Asset Policy was brought up by our city auditor when she gave us our yearly audit. Motion to accept the capital asset policy was made by Mike Odden, seconded by Sue Marstein. AIF

The blue slide at Veteran's Park is damaged beyond repair. Jerry is to get a price on a new one, so this was tabled until the next meeting.

Stearns County League of Cities meeting will be Tuesday, May 17th in Avon. Any council members wanting to attend are to let Mayor Schmit know.

Repair of the old maintenance shop roof was discussed. The council had given the HAHS permission to use this building as a museum. They are asking if the city would be willing to help pay for roof repair. HAHS has several thousand dollars to help with the repair. Total cost will be about \$14,000. Motion to pay half or up to \$8,500 was made by Kim Ebnet, seconded by Mike Odden. AIF Funds from the city will come from the antenna lease we get from Stearns Comsis.

There is a tree in the right-of-way next to Jerry Winkler's garage in the alley. This had caused a challenge for our city snow plow last winter and is a safety hazard. Strand's Tree Service gave the city a bid of \$490 to remove this tree including stump removal. Motion to have Strand's Tree Service do this was made by Lloyd Rausch, seconded by Mike Odden. AIF

The anniversary hire date for Jeremy Freudenrich was May 4, 2011. A performance review was done by his supervisor. Jeremy will be taking the "C" class wastewater test in 2012, the earliest he can take it. Motion to move Jeremy from Group I, Step 3 to Group I, Step 4 was made by Sue Marstein, seconded by Mike Odden. AIF

The City of Holdingford is now fifth from the top in Stearns County tax capacity rating. We had been first for many years, so this is a great improvement. This means four other cities in Stearns County have higher tax capacity rates than we have.

Council discussed the noncompliance of Ordinance 92.20 of the Ed Vail and George Eiden properties. The City sent a letter last year asking the owners of the properties to please clean up to comply with ordinance. To date the owners still have not complied. Motion by Kim Ebnet seconded by Mike Odden to have City Attorney for the City of Holdingford, start the legal process to mandate the clean up of the Ed Vail and George Eiden properties per ordinance 92.20. AIF

Clerk Items: Due to a job change of her husband, the city clerk has to go back on the city insurance.

The city clerk will be attending a liquor licensing class Thursday, May 12th, so the office will be closed that day.

The lease for our copier is coming due in August. We have the option of keeping the same pay schedule for another year even without a lease. Maintenance and toner would still be included in this schedule. Council agreed to keep this copier for one more year without the lease.

Motion to adjourn was made by Mike Odden, seconded by Kim Ebnet. AIF. Meeting adjourned at 9:50 p.m.

Respectfully submitted,
Victoria R. Statz
City Clerk, Holdingford