

Public Hearing and Holdingford City Council Meeting Minutes May 14, 2018

The Public Hearing to hear comments on the proposed annexation was called to order at 7:00 p.m. by Mayor Susan Marstein. Petitioner, Greg Konsor, explained his vision for the properties which include an art workshop building and seasonal café along the Wobegon Trail as well as remodeling an existing house on one of the parcels to house guests and possibly an artist in residence program. Long term plans include residential homes with a road through the parcels between 4th Street and County Road 17. Water and sewer utilities would be extended along the east side of 4th Street and a permit would be needed to go through the wetland. If O'Hara's want to hook up to city services, the sewer pipe would be pushed underneath the road. If approved, the utility services and building construction would be started this year. A Grand Opening for the art building would be around the spring of 2020. Comments were addressed regarding the residential area, utility access and traffic through the area. Mike Odden made a motion to close the public hearing. Alan Walz seconded the motion. Mayor Marstein closed the public hearing at 7:18p.m.

Mayor Sue Marstein called the Holdingford City Council meeting to order at 7:18 p.m. The pledge of allegiance was recited

Present: Susan Marstein, Eric Berscheid, Mike Odden, Alan Walz, Sandra Meer, Keith Hommerding, Pat Meier, Dorine Rausch, Melvin Breth, Laurie Fiedler, Greg Konsor, Scott Lange, Marty O'Hara, Andy Pratt, Claude Raines, Mike Schmidt, Gordy Sjaaheim, Steve Soyka, Tony Stalberger, Louie Walz, Jason Welle, Tim Winter, and Dave Yurczyk. Ernie Schmit arrived at 9:30p.m.

Absent: Bob Sanchez

Alan Walz made a motion to approve the consent agenda to include minutes of the April 9th Council Meeting and the April 11th Board of Appeals meeting, finance reports, and submitted claims excluding three reimbursement checks for the fire department that were withheld for further discussion. Mike Odden seconded the motion. AIF

Department Reports

Liquor Store report was given by manager Patrick Meier. April gross revenue = \$34,042.44. Expenses = \$39,333.02. Year to date lottery proceeds = \$543.68. Year to date adjusted balance = (\$1,698.65). The process for recording lottery proceeds has changed and the manager and city clerk will work with the auditor to find a process that will work for both. Pat will get another bid to reroof the Liquor Store. Payments will be received following a court order for a fraudulent check that was accepted two years ago.

Fire Department report was given by Chief Keith Hommerding. There have been 72 calls so far this year, including one in Avon Township, 39 in Holdingford, 19 in Holding Township, seven in Brockway Township, and six in Krain Township. Of the 72 calls, 57 were medical, five fires, one good intent, five false alarms, three hazardous materials, and one service call.

The Fire Relief Association made a \$4,000 donation to the truck fund, donated funds for tires on the ranger and a LUCAS (CPR) machine that was paid for with fundraising dollars.

Steve Horvath resigned from the department which now leaves two positions open. Four new applications will be reviewed.

Training on the new air packs will be the focus for the next few months. The firefighters will have a show-and-tell before next meeting to showcase the air packs and new LUCAS machine. The officers will check into selling the old air packs or possibly donating them to a smaller department. Keys for the Fire Department office should be accounted for since sensitive information is stored.

Reimbursement rates for training meetings and conferences will be reviewed. A separate meeting will be set up with department officers and those attending this past conference to review and set rates for future trainings.

Dorine Rausch gave a short Emergency Managers Report and will get procedures in place to deal with weather issues during community events.

Maintenance Report was read by Mayor Marstein. The Maintenance road and potholes have been fixed. Blower #1 from the Wastewater Treatment Plant (WWTP) was repaired and installed. Snow plowing was done. Fecal tests are coming back within acceptable ranges at the WWTP. The 4th Street lift station pump had a blown circuit and the hour meter didn't match actual run times and it was determined that the pump is old and will be run until it goes out. Pump at Well #3 isn't turning at full speed, so Preferred Controls is coming to troubleshoot VFD controller. An estimate for \$5,590 was submitted for the controller.

Frozen storm drain is still causing issues at Opatz Metals and will be televised to determine if the drain was compromised. The well at the WWTP has rust bacteria in the well and needs to be shocked. The ratio of water pumped and treated through the system is not in balance and will be looked into.

1,143,000 gallons of well water were pumped. 4,684,000 gallons of wastewater was treated.

Guests

Steve Soyka, a candidate for Stearns County Sheriff introduced himself and talked about his 22 years with the Stearns County Sheriff and 6 years with the Benton County Sheriff's Department. Steve's experience in law enforcement; from patrol and field training to gang strike force, detective, deputy medical examiner, and the multi-jurisdictional drug task force has provided experience to help give a multi-disciplinary approach to dealing with issues facing the department, cities and county.

Wade and Cathy Birt were not available to discuss the variance for four dogs.

New Business

City Engineer Scott Lange noted that road construction is scheduled to begin the week of June 4th. It will start up by the school on County Road 17 and will include a mill and overlay to County Road 9. The county is aware of the Holdingford Daze events on July 12th and 13th. Eric Berscheid made a motion to approve Resolution 18-05-14-1: Approving County Project within Municipal Corporate Limits. Alan Walz seconded the motion. AIF

Alan Walz made a motion to approve Resolution 18-05-14-2: Accepting Donation of I.T. Equipment from Leighton Broadcasting and Tony Abfalter for the Fire Department. Mike Odden seconded the motion. AIF

Mike Odden made a motion to approve Resolution 18-05-14-3 Resolution Receiving a Petition to Annex Certain Property into the City of Holdingford. Alan Walz seconded the motion. AIF

Following discussion on the utility collections policy, the council suggested adding language to the payment plan agreement that includes collecting \$100 and the amount that is 90 days past due before the agreement is implemented.

There was discussion on what the Sheriff's Department can write tickets for in regards to the city ordinances. Since updated, several of the ordinances for nuisance and parking ordinances need to be added to the new e-ticket system.

Unfinished Business

A comparison of the water and sewer rates and billed services was reviewed. The last six months since the rates were changed were compared to the same range of months from last year. Utility billing has increased as well as income received by the city.

Scott Lange will look into bids for paving the Pedestrian Road and the ¼ mile of River Street near the cemetery that is in city limits. The mill and overlay will be coordinated with the road construction that the township and the county are doing. There was discussion on how wide the Pedestrian road should be.

The Snowplowing Policy will be reviewed this summer to determine where snow piles are best accumulated. The city places the main piles behind the Municipal Liquor Store, on the east side of the trail by Plymouth Street and behind the Ball Park towards the river.

There have been concerns with unloading, parking and gravel on Washington Street and the alley by Opatz Metals. It's used heavily by trucks and other traffic and the street sweeper isn't able to sweep the layers of mud that accumulate. Options will be discussed.

Two bids for tiling the new Veteran's Park bathhouse/shower facility were reviewed and labor charges were discussed, Eric Berscheid made a motion to accept the quote from Hennen Floor Covering for tile. Alan Walz seconded the motion. AIF

Three bids for construction of the park bath/shower facility were reviewed. Ernie Schmit noted that the quote from Arnzen Construction stayed the same as last year. Eric Berscheid made a motion to accept the quote for \$13,250 for materials and labor. Mike Odden seconded the motion. AIF

Arnzen didn't give a deadline for construction but said they would fit it into their schedule. They suggested matching the steel for the building to the shelter building at the park. The council agreed that the steel and trim would look better matched with the other building in the park. Two River Enterprises will donate stainless steel sinks. There was discussion on using gas or electric heat. If Ripplinger can still put in pipe for gas option before the floor is poured then do it. Preference was for outside doors to swing in. Security cameras will be purchased by the city as well as hand dryers. Donations totaling more than \$11,000 have been received.

Admin Reports

Clerks Report: The biannual fire system check was completed and the kitchen range hood is not in compliance. After reviewing two quotes, Eric Berscheid made a motion to approve \$1095 for range hood updates in kitchen. Mike Odden seconded the motion. AIF
Audit papers are being submitted and the audit on-site work will be scheduled. Two property issues were noted, one property on Rivercrest Road regarding wetland credits and one located on Main Street regarding a minor lot line adjustment.

Mayors/Council Discussion notes:

- Employee recognition to Kathy O'Hara for her 20 years for service and Patrick Meier for his 29 years of service. Thanks to these two long standing employees who have done a great job.
- Safe Routes to School team met to review county and school construction plans for turn lanes, sidewalk ramps, and crosswalk locations along County Road 17. Solar speed sign will be moved to County Road 9 when construction begins.
- Letters will be sent to residents who need to clean up garbage, cluttered yards, and outdoor storage areas.
- The bathrooms by the ball park concession stand need repair with new fixtures and possibly a motion detector light sensor. Mike Odden and Eric Berscheid will walk through to check on needs so it can be updated by mid-July.

Announcements

Residents who are delinquent on their utility payments are: Dave Hagemann, Jenny Gunderson, Brenda Rybak, Sandra Ross, Bill Fellegly, Scott Zehowski, Cody Woodylla, Jesse Johnson, and Travis Harlander.

Next Council Meeting: Monday, June 11, 2018, at 7:00pm. City offices will be closed on May 28th in observance of Memorial Day.

Alan Walz motion was made by to adjourn the meeting and seconded by Mike Odden. Meeting adjourned at 10:15p.m.

Respectfully submitted,
Sandra Meer
City Clerk, Holdingford

APRIL 2018	
<u>Department</u>	<u>Gross Pay</u>
General	\$ 6,116.98
Public Works	\$ 9,572.13
Fire	\$
Liquor	\$ 6,771.75
Total	\$23,510.86
2 pay periods ending	
4/8, 4/22	

City of Holdingford - Equal Opportunity Provider
Accounts Payable Check Register Report - STEARNS BANK
For The Fiscal Periods Range From 2018-4 To 2018-4

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

Check #	Type	Date	Vendor Name	Amount	Status
33585	C	4/4/2018	704 AFSCME Council 65	\$137.99	C
33586	C	4/4/2018	536 Alexandria Fire Relief Assoc	\$525.00	C
33587	C	4/4/2018	691 Allstream	\$216.89	C
33588	C	4/4/2018	6 AmeriPride Linen	\$66.49	C
33589	C	4/4/2018	9 Bernick's Pepsi-Cola	\$560.00	C
33590	C	4/4/2018	825 Bound Tree Medical, LLC	\$164.52	C
33591	C	4/4/2018	828 Brian Zapzalka	\$650.00	C
33592	C	4/4/2018	18 C & L Distributing, Inc	\$3,452.20	C
33593	C	4/4/2018	24 Central McGowan, Inc	\$19.41	C
33594	C	4/4/2018	873 CenturyLink	\$63.93	C
33595	C	4/4/2018	814 Cruise Control	\$300.00	C
33596	C	4/4/2018	958 Dan Lahr	\$40.87	C
33597	C	4/4/2018	655 David Yurczyk	\$40.00	C
33598	C	4/4/2018	64 Eugene Cipala	\$245.00	C
33599	C	4/4/2018	70 Frito-Lay, Inc	\$117.98	C
33600	C	4/4/2018	316 GERAD'S OIL CO., INC	\$434.00	C
33601	C	4/4/2018	787 Granite City Jobbing Co	\$1,152.41	C
33602	C	4/4/2018	90 Harry's Frozen Foods	\$138.75	C
33603	C	4/4/2018	481 Heggies Pizza	\$169.00	C
33604	C	4/4/2018	948 Henry's Foods, Inc	\$684.01	C
33605	C	4/4/2018	101 Holdingford Chamber of Commerce	\$100.00	C
33606	C	4/4/2018	614 Holdingford Gas and Grocery	\$85.00	C
33607	C	4/4/2018	952 Levi Pelzer	\$250.00	C
33608	C	4/4/2018	553 Melvin Breth	\$26.16	C
33609	C	4/4/2018	730 Midcontinent Business Solutions	\$232.33	C
33610	C	4/4/2018	687 MN Dept Hlth, MDH	\$23.00	C
33611	C	4/4/2018	687 MN Dept Hlth, MDH	\$456.00	C
33612	C	4/4/2018	753 MPCA License Renewal	\$1,450.00	C
33613	C	4/4/2018	941 Paul Jensen	\$250.00	C
33614	C	4/4/2018	223 S.E.H.	\$725.00	C
33615	C	4/4/2018	750 St Cloud Times #1076	\$25.00	C
33616	C	4/4/2018	685 Star Publications, LLC	\$102.48	C
33617	C	4/4/2018	915 Steve Horvath	\$78.48	C
33618	C	4/4/2018	263 Tom's Refuse	\$6,211.88	C
33619	C	4/4/2018	266 Traut Wells	\$220.00	C

Check ID	Type	Date	Vendor Name	Amount	Status
33620	C	4/4/2018	728 Tri-State Pump & Control, Inc.	\$5,036.80	C
33622	C	4/4/2018	271 UC Lab	\$690.00	C
33623	C	4/4/2018	935 Uline	\$74.82	C
33624	C	4/4/2018	276 United Systems Technology	\$98.44	C
33625	C	4/4/2018	903 Upper Lakes Foods, Inc.	\$348.22	C
33626	C	4/4/2018	386 USA Bluebook	\$113.66	C
33627	C	4/4/2018	281 Viking Coca Cola Bottling	\$819.59	C
33628	C	4/4/2018	360 XCEL ENERGY 51-5655037-5	\$1,780.94	C
33629	C	4/4/2018	359 XCEL ENERGY 51-5655038-6	\$574.41	C
33630	C	4/4/2018	358 XCEL ENERGY 51-5655040-0	\$2,476.46	C
33631	C	4/4/2018	383 XCEL ENERGY 51-5655041-1	\$643.81	C
33632	C	4/4/2018	519 XCEL ENERGY 51-8242904-3	\$25.55	C
33634	C	4/25/2018	6 AmeriPride Linen	\$126.94	C
33636	C	4/25/2018	825 Bound Tree Medical, LLC	\$187.99	C
33643	C	4/25/2018	70 Frito-Lay, Inc	\$109.14	C
33646	C	4/25/2018	91 Hawkins, Inc	\$880.74	C
33651	C	4/25/2018	614 Holdingford Gas and Grocery	\$479.00	C
33653	C	4/25/2018	118 Jim's Snowmobile & Marine	\$1,150.00	C
33658	C	4/25/2018	553 Melvin Breth	\$76.16	C
33676	C	4/25/2018	728 Tri-State Pump & Control, Inc.	\$3,678.58	C
33679	C	4/25/2018	281 Viking Coca Cola Bottling	\$1,798.00	C
33680	C	4/25/2018	359 XCEL ENERGY 51-5655038-6	\$1,548.99	C
33681	C	4/25/2018	361 XCEL ENERGY 51-5655039-7	\$806.28	C
33682	C	4/25/2018	383 XCEL ENERGY 51-5655041-1	\$606.30	C
33633	H	4/11/2018	959 Emergency Services Marketing Corp., Inc.	\$785.00	C
33621	C	4/4/2018	877 Joel Knutson	\$275.00	O
33635	C	4/25/2018	9 Bernick's Pepsi-Cola	\$133.25	O
33637	C	4/25/2018	18 C & L Distributing, Inc	\$7,040.00	O
33638	C	4/25/2018	24 Central McGowan, Inc	\$68.64	O
33639	C	4/25/2018	21 Central MN. Alarms, Inc.	\$203.85	O
33640	C	4/25/2018	873 CenturyLink	\$65.45	O
33641	C	4/25/2018	370 Dorine Rausch	\$187.86	O
33642	C	4/25/2018	550 Everything Signs	\$40.07	O
33644	C	4/25/2018	787 Granite City Jobbing Co	\$595.67	O
33645	C	4/25/2018	90 Harry's Frozen Foods	\$34.50	O
33647	C	4/25/2018	92 Headley Hardware	\$377.67	O
33648	C	4/25/2018	481 Heggies Pizza	\$399.05	O
33649	C	4/25/2018	948 Henry's Foods, Inc	\$676.61	O
33650	C	4/25/2018	841 Holdingford CC Fireworks Account	\$1,650.00	O
33652	C	4/25/2018	585 Holdingford Lioness Club	\$250.00	O
33654	C	4/25/2018	119 Johnson Brothers Liquor C	\$4,965.32	O
33655	C	4/25/2018	122 Keith R. Hommerding	\$30.00	O
33656	C	4/25/2018	952 Levi Pelzer	\$250.00	O
33657	C	4/25/2018	153 Med-Compass, Inc	\$1,385.00	O
33659	C	4/25/2018	911 MN PEIP	\$514.23	O
33660	C	4/25/2018	696 MN State Fire Service Cert. Board	\$230.00	O
33661	C	4/25/2018	205 Phillips Wine & Spirits	\$450.05	O
33662	C	4/25/2018	207 Postmaster	\$105.00	O
33663	C	4/25/2018	476 Preferred Controls Corp	\$686.32	O
33664	C	4/25/2018	671 Ripplinger Plumbing	\$120.20	O
33665	C	4/25/2018	893 Rolling Lake Auto	\$600.96	O
33666	C	4/25/2018	223 S.E.H.	\$345.00	O
33667	C	4/25/2018	750 St Cloud Times #1076	\$25.00	O
33668	C	4/25/2018	685 Star Publications, LLC	\$55.75	O
33669	C	4/25/2018	478 Stearns County Recorder	\$46.00	O
33670	C	4/25/2018	242 Stearns Cty Auditor-Treas	\$320.00	O
33671	C	4/25/2018	245 Stearns Cty Public Health	\$245.00	O
33672	C	4/25/2018	960 Summit Companies	\$571.00	O
33673	C	4/25/2018	412 Sunset Electric, Inc	\$190.75	O
33674	C	4/25/2018	263 Tom's Refuse	\$6,091.08	O
33675	C	4/25/2018	804 Toshiba Financial Services	\$116.07	O
33677	C	4/25/2018	903 Upper Lakes Foods, Inc.	\$180.82	O
33678	C	4/25/2018	339 Verizon Wireless	\$115.20	O
33683	C	4/25/2018	292 Ziegler	\$100.27	O
				Cleared	\$44,329.60
				Outstanding	\$29,736.64
				Void	\$0.00