

Holdingsford City Council Meeting and Public Hearing Minutes

May 9, 2022

Public Hearing for Tax Abatement for Berkon Outdoors was called to order at 7pm. Jason Murray from David Drown provided a brief overview of the abatement. Mike Odden questioned if this would create more jobs, Eric Berscheid estimated hiring 5-8 new employees over the next year and a half. Mike Odden made a motion to close the Public Hearing at 7:02pm. Jayme Opatz seconded. In favor- Mayor Sue Marstein, Jayme Opatz, Seth Young and Mike Odden. Abstained- Eric Berscheid. Motion Passed.

Public hearing for Business and Subsidy for Berkon Outdoors was called to order at 7:02 p.m. Jason Murray provided an overview that Berkon Outdoors would be required to sustain 5 employees and hire 5 more. Mike Odden made a note the WDS Scepaniak and Everything Signs are also in this TIF district. Jayme Opatz made a motion to close the Public Hearing at 7:04 p.m. Mayor Sue Marstein seconded. In favor- Mayor Sue Marstein, Jayme Opatz, Seth Young and Mike Odden. Abstained- Eric Berscheid. Motion Passed.

The Holdingsford City Council meeting was called to order at 7:05 p.m. by Mayor Sue Marstein, the Pledge of Allegiance was recited.

Present at City Hall: Susan Marstein, Eric Berscheid, Jayme Opatz, Mike Odden, Seth Young, Jenn Hegna, Sheri Johnson, Scott Lange, Steve Horvath, Charla Bueckers, Jason Murray, Jeremy Borgmann, Jason Hartmann, Jeff Burtrum, Joe Scepaniak, Jeremy Freudenrich.

Eric Berscheid made a motion to approve the consent agenda to include minutes of the April 11th Council Meeting, April 27th special meeting, submitted monthly claims, contract hours and financial reports. Mike Odden seconded the motion. All in favor.

Department Reports

Liquor Store financial report was reviewed. March Revenue = \$31,002.89. March Expenses = \$30,575.45. E-tabs and Pull tabs was \$2,010.00. Bar BINGO is every Wednesday.

Fire Department report was reviewed. Total of 43 calls in 2022. 21 calls were in the city of Holdingsford, 17 in Holding Township, 3 in Brockway Township, 1 in Krain Township and 1 in Elmdale Township. 35 were medical, 3 hazard, 2 structure fire, 1 vehicle fire and 2 car accidents. It was reported that calendar donations are still coming in and they are doing very well. Dylan Risberg has left the fire department, thank you to Dylan for his years of service and well wishes on his future endeavors. This past month the Fire Department completed Electric Car fire training, wildland fire training and have an upcoming house burn training with Upsala Fire Department. They have ordered a pressure washer with grants from Stearns Electric, Elmdale Creamery Association and Resurrected Artists.

Maintenance Report was given by Lead Maintenance Specialist Steve Horvath. The 4th Street Lift Station fitted different rail system for the frost heave. Traut Wells will be coming out to test Well #3 which is currently not in use. The Maintenance team jetted sewers from Washington Street to River Street/ County Road 17. There was an intern from St. Cloud Community and Technical College for two weeks. They sampled for N&N and TKN at the waste water treatment plant for Minnesota Pollution Control Agency. Sampled for N&N, Copper, Lead and Fluoride in the water system for the Department of Health. Nelson's Sanitation completed the semiannual lift station maintenance and cleaning. They adjusted numerous popped up curb stops from the frost heave and cleaned up debris from snow piles downtown. Steve has a burn permit to burn the brush along the riverbank behind the park. He will be ordering more crack sealant. 1,395,300 gallons of well water were pumped. 3,482,000 gallons of wastewater was treated.

The City Engineer report was given by Scott Lange. The Chloride variance request will be submitted this week. Well 3 will be retested for manganese levels by Traut Wells. There is a drainage problem at 170 Plymouth Street, the driveway apron has settled allowing water to overflow the curb line and flow into the house. Mike Odden made a motion to approve the bid from Bardson Excavating for \$5,000 to fix this drainage problem. Jayme Opatz seconded. All in favor.

Old Business

Seth Young made a motion to approve resolution 22-04-27-01 variance application for Opatz metals. Jayme Opatz seconded. In favor- Seth Young and Jayme Opatz. Opposed- Mayor Sue Marstein, Eric Berscheid and Mike Odden. Motion failed.

Eric Berscheid made a motion to discontinue the requirement for staff to contribute 3% into a Health Care Savings Plan and payout one half of sick time on the final checks for Julie Warren, Jenn Hegna and Andy Bartkowicz. Mike Odden seconded. All in favor.

Eric Berscheid made a motion to review William Shank's performance at the July 11th council meeting. Mayor Sue Marstein seconded. All in favor.

New Business

Jayme Opatz made a motion to approve resolution 22-05-09-01 removing parcel from TIF district No 1-4. Seconded Mike Odden. In favor- Mayor Sue Marstein, Jayme Opatz, Seth Young and Mike Odden. Abstained- Eric Berscheid.

Mayor Sue Marstein made a motion to approve resolution 22-05-09-02 authorizing a Tax Abatement on Property within the City of Holdingsford for the purpose of assisting Berkon Outdoors. Jayme Opatz seconded. In favor- Mayor Sue Marstein, Jayme Opatz, Seth Young and Mike Odden. Abstained- Eric Berscheid.

Mayor Sue Marstein made a motion to approve resolution 22-05-09-03 approving business subsidy to Berkon Outdoors. Jayme Opatz seconded. In favor- Mayor Sue Marstein, Jayme Opatz, Seth Young and Mike Odden. Abstained- Eric Berscheid.

Representatives from Tom's Refuse, West Central Sanitation and Waste Management provided a brief overview of their refuse proposal. Mike Odden made a motion to accept Tom's Refuse's bid for a 5 year contract and approve resolution 22-05-09-04 residential refuse collection, disposal and

recycling services contract. Seconded by Mayor Sue Marstein. In favor- Mike Odden, Mayor Sue Marstein and Eric Berschied. Opposed- Seth Young and Jayme Opatz. Motion passed.

Mayor Sue Marstein made a motion to approve resolution 22-05-09-05 to elect the standard allowance available under the revenue loss provisions of the coronavirus local fiscal recovery fund established under the American Rescue Plan Act. Seth Young seconded. All in favor.

Eric Berscheid made a motion to approve resolution 22-05-09-06 Church of All Saints Raffle. Seth Young seconded. All in favor.

Mike Odden made a motion to approve resolution 22-05-09-07 accepting donation of flag pole from Holdingford Lions. Jayme Opatz seconded. All in favor.

Jayme Opatz made a motion to approve resolution 22-05-09-08 accepting donation of 16 trees from Holdingford Lions. Mike Odden seconded. All in favor.

Eric Berscheid made a motion to appoint Jayme Opatz as the liaison for Holdingford Municipal Liquor Store. Mayor Sue Marstein seconded. All in favor.

Land Use Permits

Seth Young made a motion to approve Land Use Permit 22-7 to Opatz Metals. Jayme Opatz seconded. In favor- Mayor Sue Marstein, Eric Berscheid, Seth Young and Jayme Opatz. Opposed- Mike Odden. Motion passed.

Admin Reports

Mayors/Council Discussion notes:

- Opatz Metals received a compliment that their new sign is a great asset to the south end of Main Street.
- Mayor Sue Marstein reported on her training and provided a service who helps city's find funding to help clean up blighted properties.
- There was a discussion about switching to accrual based accounting.
- Eric Berscheid made a motion to accept the resignation of Maintenance Specialist, Andy Bartkowicz effective June 10th. Mike Odden seconded. All in favor.
- Eric Berscheid made a motion to accept the resignation of Deputy Clerk- Treasurer, Sheri Johnson effective May 20th. Mike Odden seconded. All in favor.
- Eric Berscheid made a motion to accept the resignation of Clerk- Treasurer, Jenn Hegna effective May 19th. Jayme Opatz seconded. All in favor.
- Eric Berscheid made a motion to rehire Dan Lahr as Maintenance Specialist. Jayme Opatz seconded. All in favor.

Clerk Report

- The City purchased two new modules on the accounting software.

Announcements

Special Council meeting on May 31st at 6:00 p.m.

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

Eric Berscheid made a motion to adjourn the meeting. Motion was seconded by Jayme Opatz. Meeting adjourned at 8:57 p.m.

Respectfully submitted,
Jenn Hegna
Clerk, Holdingford

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|----------------------|------------------|
| March 2022 | |
| <u>Department</u> | <u>Gross Pay</u> |
| General | \$8,914.17 |
| Public Works | \$8,434.41 |
| Fire | |
| Liquor | \$7,258.88 |
| | |
| Total | \$24,607.46 |
| 2 pay periods ending | 4/8 and 4/22 |

City of Holdingford - Equal Opport Providr
For The Date Range From 4/1/2022 To 4/30/2022

| Check # / eCheck ID | Type | Date | Vendor Name | Amount | Status |
|------------------------|------|-----------|-------------------------------------|-------------|--------|
| 37194 | C | 4/13/2022 | 704 AFSCME Council 65 | \$109.88 | C |
| 37196 | C | 4/13/2022 | 1013 Anderson Excavating & Septic | \$100.00 | C |
| 37197 | C | 4/13/2022 | 9 Bernick's Pepsi-Cola | \$248.78 | C |
| 37198 | C | 4/13/2022 | 828 Brian Zapzalka | \$650.00 | C |
| 37199 | C | 4/13/2022 | 18 C & L Distributing, Inc | \$1,790.10 | C |
| 37200 | C | 4/13/2022 | 22 Central Hydraulics | \$57.00 | C |
| 37201 | C | 4/13/2022 | 21 Central MN. Alarms, Inc. | \$218.85 | C |
| 37202 | C | 4/13/2022 | 48 Dahlheimer Beverage | \$43.00 | C |
| 37203 | C | 4/13/2022 | 1074 DG Minnesota CS 2021, LLC | \$2,146.55 | C |
| 37204 | C | 4/13/2022 | 53 Ecolab | \$96.31 | C |
| 37205 | C | 4/13/2022 | 787 Granite City Jobbing Co | \$578.63 | C |
| 37206 | C | 4/13/2022 | 90 Harry's Frozen Foods | \$134.50 | C |
| 37207 | C | 4/13/2022 | 92 Headley Hardware | \$683.86 | C |
| 37208 | C | 4/13/2022 | 312 HENNEN FLOOR COVERING | \$940.93 | C |
| 37210 | C | 4/13/2022 | 614 Holdingford Gas and Grocery | \$547.31 | C |
| 37211 | C | 4/13/2022 | 657 Huls Bros Trucking | \$2,626.80 | C |
| 37213 | C | 4/13/2022 | 121 KASM Radio | \$300.00 | C |
| 37214 | C | 4/13/2022 | 136 League of MN Cities | \$20.00 | C |
| 37215 | C | 4/13/2022 | 140 Little Falls Radio | \$55.00 | C |
| 37216 | C | 4/13/2022 | 1076 Loffler | \$41.25 | C |
| 37217 | C | 4/13/2022 | 730 Midcontinent Business Solutions | \$338.24 | C |
| 37218 | C | 4/13/2022 | 687 MN Dept Hlth, MDH | \$663.00 | C |
| 37219 | C | 4/13/2022 | 911 MN PEIP | \$1,924.71 | C |
| 37220 | C | 4/13/2022 | 431 MPCA | \$1,450.00 | C |
| 37221 | C | 4/13/2022 | 685 Star Publications, LLC | \$318.90 | C |
| 37222 | C | 4/13/2022 | 242 Stearns Cty Auditor-Treas | \$325.00 | C |
| 37223 | C | 4/13/2022 | 804 Toshiba Financial Services | \$143.79 | C |
| 37224 | C | 4/13/2022 | 271 UC Lab | \$1,111.24 | C |
| 37225 | C | 4/13/2022 | 339 Verizon Wireless | \$113.60 | C |
| 37226 | C | 4/13/2022 | 281 Viking Coca Cola Bottling | \$783.60 | C |
| 37227 | C | 4/13/2022 | 359 XCEL ENERGY 51-5655038-6 | \$1,181.49 | C |
| 37228 | C | 4/13/2022 | 361 XCEL ENERGY 51-5655039-7 | \$817.60 | C |
| 37244 | C | 4/26/2022 | 134 League of MN Cities Ins. Trust | \$21,326.00 | C |
| 37260 | C | 4/26/2022 | 360 XCEL ENERGY 51-5655037-5 | \$2,150.58 | C |
| 37261 | C | 4/26/2022 | 359 XCEL ENERGY 51-5655038-6 | \$333.72 | C |
| 37195 | C | 4/13/2022 | 691 Allstream | \$25.00 | C |
| 37209 | C | 4/13/2022 | 107 Holdingford Fire Relief Assn | \$640.00 | C |
| 37212 | C | 4/13/2022 | 1077 John Mayer | \$450.00 | C |
| 37229 | C | 4/26/2022 | 1013 Anderson Excavating & Septic | \$375.00 | C |
| 37230 | C | 4/26/2022 | 6 Aramark | \$108.61 | O |
| 37231 | C | 4/26/2022 | 1078 Bardson Excavating | \$5,278.00 | C |
| 37232 | C | 4/26/2022 | 9 Bernick's Pepsi-Cola | \$365.76 | O |
| 37233 | C | 4/26/2022 | 682 Business Office | \$2,800.00 | O |
| 37234 | C | 4/26/2022 | 18 C & L Distributing, Inc | \$2,823.90 | O |
| 37235 | C | 4/26/2022 | 873 CenturyLink | \$69.23 | O |
| 37236 | C | 4/26/2022 | 1074 DG Minnesota CS 2021, LLC | \$3,728.30 | O |
| 37237 | C | 4/26/2022 | 70 Frito-Lay, Inc | \$48.96 | O |
| 37238 | C | 4/26/2022 | 787 Granite City Jobbing Co | \$755.29 | O |
| 37239 | C | 4/26/2022 | 90 Harry's Frozen Foods | \$114.00 | O |
| 37240 | C | 4/26/2022 | 91 Hawkins, Inc | \$1,986.95 | O |
| 37241 | C | 4/26/2022 | 481 Heggies Pizza | \$297.35 | O |
| 37242 | C | 4/26/2022 | 933 Helping Hands Outreach | \$50.00 | O |
| 37243 | C | 4/26/2022 | 119 Johnson Brothers Liquor Co. | \$2,155.69 | O |
| 37245 | C | 4/26/2022 | 553 Melvin Breth | \$63.25 | O |
| 37246 | C | 4/26/2022 | 984 Net V Pro | \$15.00 | O |
| 37247 | C | 4/26/2022 | 207 Postmaster | \$120.00 | O |
| 37248 | C | 4/26/2022 | 1079 Premier Pyrotechnics | \$2,750.00 | O |
| 37249 | C | 4/26/2022 | 223 S.E.H. | \$1,598.00 | O |
| 37250 | C | 4/26/2022 | 1070 Samantha Angevine | \$205.92 | O |
| 37251 | C | 4/26/2022 | 225 Schlenner, Wenner & Co | \$525.00 | O |
| 37252 | C | 4/26/2022 | 1071 Speedee | \$28.60 | O |
| 37253 | C | 4/26/2022 | 478 Stearns County Recorder | \$46.00 | O |
| 37254 | C | 4/26/2022 | 242 Stearns Cty Auditor-Treas | \$250.00 | O |
| 37255 | C | 4/26/2022 | 242 Stearns Cty Auditor-Treas | \$2,000.00 | O |
| 37256 | C | 4/26/2022 | 454 Sue Marstein | \$21.00 | O |
| 37257 | C | 4/26/2022 | 263 Tom's Refuse | \$6,295.00 | O |
| 37258 | C | 4/26/2022 | 637 Tony Stalberger | \$107.41 | O |
| 37259 | C | 4/26/2022 | 728 Tri-State Pump & Control, Inc. | \$645.92 | O |

Cleared \$44,370.22
Outstanding \$36,743.14