

Holdingsford City Council Public Hearing and Meeting Minutes November 13, 2017

Mayor Sue Marstein called the Public Hearing for Paving Improvements to order at 7:00 p.m. to discuss final assessment of the alley re-tarring project. The final re-tarring assessment breakdown was read and discussed. Gary and Jordy Opatz were concerned about the amount they were assessed for the improvements. They were also not happy with the city's percentage of financial responsibility at 25%. They wanted the city to increase that percentage. Public discussion continued about previous paving projects and the comparison to how this paving project is being handled. Eric Berscheid made a motion to close the public hearing. Mike Odden seconded the motion. The public hearing was closed at 7:20pm.

Mayor Sue Marstein called the Holdingsford City Council meeting to order at 7:21pm. The pledge of allegiance was recited.

Present: Susan Marstein, Eric Berscheid, Mike Odden, Bob Sanchez, Alan Walz, Shawn Williams, Keith Hommerding, Steve Horvath, Pat Meier, Dorine Rausch, Melvin Breth, Scott Lange, Elizabeth Hoag, Gary Opatz, Jordy Opatz, Jeremy Freudenrich, Gordy Sjaasheim, Robb Berscheid, and Louie Walz.

Mike Odden made a motion to approve the consent agenda to include October 10, 2017 public hearing and council meeting minutes, October 16, 2017 Special Meeting minutes and October 23, 2017 Special Meeting minutes, agenda, finance reports, and submitted claims. Alan Walz seconded the motion. AIF

Department Reports

Liquor Store report was given by Manager Patrick Meier. October gross revenue = \$32,259.21. Expenses = \$28,950.43. Year to date lottery proceeds = \$2,019.98. Year to date balance = \$29,754.49. Pat has booked upcoming music to help bring in business. The Muni's Touch Tunes jukebox was discussed. Mike Odden wanted to know if the Municipal Liquor Store shared the profits and if the profits were worth having the jukebox in the bar. Pat stated that they did receive profits and that they were fair.

The side door replacement steps with shelter/ roof would be in shortly. The security camera mounts are being made and security cameras will be installed in the near future. The POS (Point of Sale) was brought up and Mayor Sue Marstein suggested tabling the matter until next spring after they deal with fixing the roof of the liquor store.

Fire Department report was given by Chief Keith Hommerding. Charitable gambling is doing well and the calendar fundraiser is good to go for 2018. Two new fire fighters just finished Fire Fighter 1 training and are moving on to Fire Fighter 2 training. New air packs with custom logos were ordered and will be delivered in 16 weeks. Keith mentioned that their recent house burn went well, with the only casualty being one of Avon's fire trucks getting stuck. Collins Brothers Towing of St. Cloud pulled the fire truck out at no cost. The department has responded to 120 calls: 6 were for fires, 99 were for medical, 1 was a good intent call, 7 were cancelled in route, 1 was a false alarm call, 4 were for hazardous conditions, and 2 were for storms and severe weather: 8 in Krain Township, 37 in Holding Township, 54 in the City, 18 in Brockway Township, 1 in Avon Township and 1 at Two Rivers. Keith asked the council to approve applying for a grant for new turn-out gear. Eric Berscheid made a motion to approve applying for a grant for new turn-out gear. Mike Odden seconded the motion. AIF

City Emergency Manager Dorine Rausch gave the Emergency Report. She mentioned that Erin Hausauer from Stearns County Emergency Management wanted to make sure that the City of Holdingsford considered signing the Resolution Promoting the Use of Intrastate Mutual Aid to be able to better share emergency management resources throughout the County when disasters happen. Eric Berscheid made a motion to accept the Resolution 17-11-13-1 Promoting the Use of Intrastate Mutual Aid. Bob Sanchez seconded the motion. AIF

The Maintenance Report was given by Maintenance Specialist Steve Horvath. The Maintenance Department finished jetting all lines but one, that of the line up the hill near the high school. Nelson's Sanitation cleaned out the lift stations. The park facilities have been winterized and the sprinkler systems blown out. The Waste Water Treatment Plant was pumped out. It was noted that the mixer that was recently installed in the water tower is working great and has already helped the city's chemical usage go down noticeably. The Legion Park bathroom has been demolished in anticipation of next spring's new bathroom/shower facility being built. Fencing has been put up around the demo area. The City's front loader had sprung a cylinder/ seal leak and was fixed for cost of parts only. Gas heater problems in chemical environments were discussed. Tony Kotten from Sunset Electric wired in an electric heater in the well house. Steve stated that the Booster Pump went out in the well house and needs to be replaced. Reason was determined to be age/wear. Replacement pump cost was estimated at \$1,000. The council agreed that a new booster pump would need to be purchased. The new solar speed sign was discussed. Eric Berscheid offered to fab up a double post mount at Berkon at no cost to the city. He added that he would fabricate a mount to enable the sign to be mounted on a pole and then be easily removed and placed at another location when needed. Mayor Sue Marstein then brought up seal coating the asphalt roads. City Engineer Scott Lange mentioned that the cracks had recently been filled and that seal coating should be done every 7-8 years. Mike Odden mentioned that he noticed the County had repainted the crosswalk on Main Street for the Wobegon Trail crossing, but had not painted any other crosswalks on County Road 17. The upcoming County Road 17 resurfacing project planned for next year may have been a reason why the County had not done so. Having the City paint the other crosswalks was discussed, but no decision was made.

The Council discussed at what level of snow fall, the streets should be plowed. Snow parking restrictions are in effect at 1/10" inch of snowfall. After discussion, the council and the maintenance specialist agreed that the streets should be plowed when the snow level hits 1 inch, regardless of temperature. There was discussion about the number and placement of the snow emergency signs in town. Steve Horvath thought there were six such signs in town. The sign at the corner of Washington and Main Street was then mentioned as being in an ineffective location, as it is not seen by many. A suggestion was made to move the sign closer to the Municipal Liquor Store so it could be seen by more people, especially bar patrons who may choose to leave their vehicle parked on the street overnight. It was then asked if new winter parking restriction signs should be ordered. Mayor Sue Marstein thought it would be better to relocate the current signs to better locations before ordering more. The council and maintenance manager agreed.

Mayor Sue Marstein brought the alley re-tarring/ assessment issue back to the table and asked if the council should reconsider the 25% city share of the total assessment costs for the alley west of Main Street. Eric Berscheid thought that the city should cover 100% of the cost to repave the alley. Mayor Sue Marstein stated that she thought the 25% was adequate, but may consider 50%. Discussion about the percentage ensued. Mike Odden made a motion for the city to accept and pay 25% of the total cost to repave the alley west of Main Street and the remaining balance to be assessed to adjoining land owners. Bob Sanchez seconded the motion. Odden, Walz and Sanchez voted in favor. Berscheid and Marstein opposed. The motion passed.

Unfinished Business

Discussion on the NRG Solar program will be tabled until we were able to get a sample of what the billing discounts would be.

The temporary maintenance position was discussed. The position has been posted and applications will be accepted until the end of the month. Maintenance Specialist Steve Horvath mentioned that he was going to be testing soon for his Class D water license.

New Business

The council had made an exception to one of the city's ordinances for a resident, allowing her another license for a dog labeled as a therapy dog. Due to numerous complaints on the dog, running loose, trespassing, making messes in other people's yards and barking, a letter was sent to the resident informing her that she needed to show proof that the dog is trained as a therapy dog by the end of December in order for that designation to be recognized by the city or the city may rescind the exception.

The non-union employee benefit plan that was being brought to the council by City Clerk Sandra Meer was tabled until next month's meeting due to Sandra not being in attendance to present any new information.

Opatz Metals submitted an estimate for fence repairs, due to damage allegedly caused by the City Maintenance snow blower. Steve Horvath noted that the sidewalk narrows in that area and the snow removal equipment is too wide for that section. Jeremy Freudenrich stated that the City should use their smaller hand/ push snow blower or simply use shovels on that section of sidewalk. Steve stated that he could try, but was not guaranteeing there would be no future fence damage, as there were too many variables, including the snow blower hitting a rough or icy patch and being pulled into the fence, etc. Eric Berscheid stated that if the City caused the fence damage, they should therefore pay the entire bill. He then suggested that after the bill is paid, the city stops clearing the snow from that section of the sidewalk in front of the Opatz fence, in keeping with the city ordinance. The ordinance basically states that the City is not responsible to keep the sidewalks free of snow, that it is the responsibility of the property owners to keep their own sections of sidewalk cleared. Discussion then ensued about special circumstances in which the city needs to clear sidewalks of snow in certain areas and for certain residents, especially the elderly. It was then decided that if they clear some sidewalks, they need to clear them all. Eric Berscheid suggested that they change the city ordinance to include not snow blowing certain city sidewalks based on the sidewalk width. Moving the fence further away from the sidewalk was discussed. No resolution was reached, so it was decided that discussion on the matter would be moved to the work session before next month's council meeting. Eric Berscheid made a motion for the City to pay the entire fence repair bill estimate of \$338.04 that Opatz Metals had presented to the City of Holdingford. Mike Odden seconded the motion. Odden, Walz, Berscheid and Sanchez voted in favor. Marstein opposed. The motion passed.

Admin Reports

Mayors/Council Discussion notes:

Mayor Sue Marstein talked about the Safe Routes to School Planning Grant that had been awarded to the city and recent Committee meeting and "walk around town" that she attended with the planning committee. At the time of the meeting, the school was waiting for the referendum to be voted on before making any major decisions on the safe routes program. The referendum was voted down. Pedestrian Road and school parking lot entrances were looked at for improvements for safer ways for kids crossing County Road 17. There will be an upcoming meeting with County engineers to discuss the County Road 17 repaving which will impact the area.

The Legion Park and City Campground revenue is up this year, with shelter rentals and camping fees. Next year with the new bathrooms, hopefully that will entice more revenue. Discussion was held on putting in a camper waste dump station.

Mike Odden discussed some Historical Society news and notes. He mentioned that Jeff Ebnet had recently donated the original wood stove from the old Soo Line train depot. He also mentioned that the local Boy Scout Troop would be touring the Historical Museum.

Mayor Sue Marstein stated that the Boy Scouts had painted the playground equipment at Veteran's Park as part of Jeremiah Christensen's Eagle Scout project. Another Boy Scout Troop is planning to paint the skateboard ramps at the skate park next spring.

The recent vandalism at various sites was briefly discussed, including the fact that the county had contacted the City to ask about compensation and restitution for the vandalism. Both the City and Historical Society had been contacted by the County about the matter.

Eric Berscheid mentioned that he received a request from a resident about aiming a flood light up at the Water Tower/ City Logo at night. The council thought this might be a good idea and will be check into a good location for the light.

Security cameras at the Lake Wobegon Trailhead were discussed. Steve Horvath stated that Xtratyme had installed wiring for internet access to control and view the cameras but the new cameras had yet to be installed.

Eric Berscheid noted that there were no outside lights on around the City Hall at 5:30 when he came in and wondered if they were on timers. Maintenance Manager Steve Horvath stated that they were on timers and that he would see about setting the timers for the lights to come on earlier. Also briefly discussed were the heater/ blowers in the entryway of the City Hall and whether there was a thermostat or timer for them. Steve stated that he would check and find out.

City Clerk/Treasurer Sandra Meer was on vacation and new assistant clerk Shawn Williams had no news to report.

Announcements

Residents who are delinquent on their utility payments are: Sandra Ross, Mike Byland, and Courtney Lange.

Next Council Meeting: Monday, December 11, 2017 following the Truth in Taxation public hearing at 7:00pm. Council work session: 6:00p.m. on plowing and clearing sidewalks.

Eric Berscheid made a motion to adjourn the council meeting. Bob Sanchez seconded the motion. The council meeting was adjourned at 8:54 p.m.

Respectfully submitted,

Shawn Williams
Assistant City Clerk, Holdingford

OCTOBER 2017	
Department	Gross Pay
General	\$ 6,137.44
Public Works	\$ 7,214.33
Fire	\$
Liquor	\$ 6,478.17
Total	\$19,829.94
2 pay periods ending	
10/13, 10/27	

City of Holdingford - Equal Opportunity Provider
Accounts Payable Check Register Report - STEARNS BANK
For The Fiscal Period 2017-OCTOBER
For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated

Check	Type	Date	Vendor Name	Amount	Status
33179	C	10/11/2017	704 AFSCME Council 65	\$114.00	O
33180	C	10/11/2017	517 Alex Air Apparatus, Inc	\$579.00	O
33181	C	10/11/2017	939 American Door Works	\$672.00	O
33182	C	10/11/2017	390 AWWA - Minnesota Section	\$45.00	O
33183	C	10/11/2017	8 Becker Septic Pumping	\$160.00	O
33184	C	10/11/2017	9 Bernick's Pepsi-Cola	\$583.50	O
33185	C	10/11/2017	828 Brian Zapzalka	\$650.00	O
33186	C	10/11/2017	18 C & L Distributing, Inc	\$742.90	O

Check	Type	Date	Vendor Name	Amount	Status
33187	C	10/11/2017	21 Central MN. Alarms, Inc.	\$308.85	O
33188	C	10/11/2017	836 Charles Roth	\$400.00	O
33189	C	10/11/2017	934 Color Dynamics LLC	\$28,028.72	O
33190	C	10/11/2017	48 D & D Beverage	\$90.75	O
33191	C	10/11/2017	926 Eckberg Lammers, P.C.	\$210.00	O
33192	C	10/11/2017	940 Flow Measurement and Control Co	\$413.08	O
33193	C	10/11/2017	70 Frito-Lay, Inc	\$69.31	O
33194	C	10/11/2017	316 GERAD'S OIL CO., INC	\$169.32	O
33195	C	10/11/2017	787 Granite City Jobbing Co	\$486.68	O
33196	C	10/11/2017	85 Granite Water Works	\$184.10	O
33197	C	10/11/2017	91 Hawkins, Inc	\$100.00	O
33198	C	10/11/2017	92 Headley Hardware	\$687.21	O
33199	C	10/11/2017	312 HENNEN FLOOR COVERING	\$1,253.64	O
33200	C	10/11/2017	107 Holdingford Fire Relief Assn	\$15,612.08	O
33201	C	10/11/2017	614 Holdingford Gas and Grocery	\$245.27	O
33202	C	10/11/2017	691 Allstream	\$205.88	O
33203	C	10/11/2017	119 Johnson Brothers Liquor C	\$1,026.96	O
33204	C	10/11/2017	730 Midcontinent Business Solutions	\$232.01	O
33205	C	10/11/2017	687 MN Dept Hlth, MDH	\$456.00	O
33206	C	10/11/2017	179 MN State Fire Dept. Assn	\$168.00	O
33207	C	10/11/2017	198 Opatz Excavating	\$135.00	O
33208	C	10/11/2017	941 Paul Jensen	\$250.00	O
33209	C	10/11/2017	223 S.E.H.	\$2,930.83	O
33210	C	10/11/2017	230 St Paul Stamp Works, Inc	\$128.79	O
33211	C	10/11/2017	685 Star Publications, LLC	\$199.58	O
33212	C	10/11/2017	915 Steve Horvath	\$119.99	O
33213	C	10/11/2017	271 UC Lab	\$786.50	O
33214	C	10/11/2017	276 United Systems Technology	\$2,495.65	O
33215	C	10/11/2017	903 Upper Lakes Foods, Inc.	\$380.23	O
33216	C	10/11/2017	386 USA Bluebook	\$207.80	O
33217	C	10/11/2017	339 Verizon Wireless	\$89.65	O
33218	C	10/11/2017	281 Viking Coca Cola Bottling	\$1,432.00	O
33219	C	10/11/2017	360 XCEL ENERGY 51-5655037-5	\$1,004.69	O
33220	C	10/11/2017	359 XCEL ENERGY 51-5655038-6	\$1,316.25	O
33221	C	10/11/2017	361 XCEL ENERGY 51-5655039-7	\$1,314.32	O
33222	C	10/11/2017	358 XCEL ENERGY 51-5655040-0	\$2,697.70	O
33223	C	10/11/2017	519 XCEL ENERGY 51-8242904-3	\$43.18	O
33224	C	10/11/2017	292 Ziegler	\$120.01	O
33225	C	10/25/2017	6 AmeriPride Linen	\$131.24	O
33226	C	10/25/2017	856 Andy Bartkowicz	\$314.94	O
33227	C	10/25/2017	9 Bernick's Pepsi-Cola	\$934.85	O
33228	C	10/25/2017	18 C & L Distributing, Inc	\$4,695.00	O
33229	C	10/25/2017	817 C Emery Nelson, Inc	\$282.86	O
33230	C	10/25/2017	873 CenturyLink	\$63.88	O
33231	C	10/25/2017	655 David Yurczyk	\$48.60	O
33232	C	10/25/2017	52 E. A. Sween Company	\$197.42	O
33233	C	10/25/2017	70 Frito-Lay, Inc	\$63.13	O
33234	C	10/25/2017	942 George Kierzek	\$892.11	O
33235	C	10/25/2017	316 GERAD'S OIL CO., INC	\$25.00	O
33236	C	10/25/2017	787 Granite City Jobbing Co	\$744.82	O
33237	C	10/25/2017	90 Harry's Frozen Foods	\$234.25	O
33238	C	10/25/2017	481 Heggjes Pizza	\$328.40	O
33239	C	10/25/2017	107 Holdingford Fire Relief Assn	\$5,800.00	O
33240	C	10/25/2017	585 Holdingford Lioness Club	\$100.00	O
33241	C	10/25/2017	106 Holdingford Mill	\$114.00	O
33242	C	10/25/2017	911 MN PEIP	\$1,764.56	O
33243	C	10/25/2017	301 Ramler Truck & Trailer Repair	\$403.54	O
33244	C	10/25/2017	697 Randall J. Radziej	\$81,500.00	O
33245	C	10/25/2017	893 Rolling Lake Auto	\$11.50	O
33246	C	10/25/2017	223 S.E.H.	\$303.30	O
33247	C	10/25/2017	750 St Cloud Times #1076	\$25.00	O
33248	C	10/25/2017	804 Toshiba Financial Services	\$120.65	O
33249	C	10/25/2017	903 Upper Lakes Foods, Inc.	\$180.73	O
33250	C	10/25/2017	281 Viking Coca Cola Bottling	\$48.80	O
33251	C	10/25/2017	359 XCEL ENERGY 51-5655038-6	\$316.52	O
33252	C	10/25/2017	383 XCEL ENERGY 51-5655041-1	\$780.14	O
33253	C	10/25/2017	943 Z Roofing, LLC	\$820.00	O
				Cleared	\$0.00
				Outstanding	\$170,791.67
				Void	\$0.00