

Agenda for Monday, April 14, 2025
Holdingford City Council Meeting
With Tim Winter remote from 7555 Walton Street, Rockford, IL

Call to Order
Pledge of Allegiance

Appoint open Council position.
Action item: Resolution 2025-4-14-1, swear in council member

Guests: Janelle Kendall, Stearns County Attorney, annual prosecution contract update

Consent Agenda including:
1. Council Minutes from March, 2025
2. Financial documents and claims from March, 2025

Department Reports:

City Engineer's Report: Dave Blommel
Fire Department Report: Keith Hommerding
Land Use Committee: Robb Berscheid and Seth Young.
Action Item: Permits 6-25-4-3 Berscheid Properties, 25-4-3 Eric Kohorst
Maintenance Department Report: Steve Horvath
Liquor Store Report: Amy Opatz
Clerk's Report: Nicky Lahr

Unfinished/Old Business:

Chicken Ordinance

New Business:

Additional Agenda Items:

Looking Forward: City Hall will be closed April 17th at noon, April 28-29th, May 5th-9th.

Notices sent for past-due water bills: Covered Bridge \$1244.56, Kevin Feia \$527.98, Roger Jensen \$422.69, Nathaniel Posch \$138.62, Greg & Kyna Reiter \$116.19

Adjourn

**CITY OF HOLDINGFORD
STEARNS COUNTY, MINNESOTA**

Resolution No. 25-4-14-1

RESOLUTION APPOINTING COUNCIL MEMBER TO FILL VACANCY

WHEREAS, on March 10th, 2025, Resolution 2025-3-10-4 was passed, declaring a council vacancy due to resignation of Andy Higgins; and

WHEREAS, on March 10th, 2025, the Holdingford City Council determined that a Council Member would be appointed at the April 14th, 2025 Council meeting as several people showed interest; and

WHEREAS, pursuant to Minn. Stat. § 412.02, subd. 2a, the Holdingford City Council desires to appoint _____
to fill the portion of the vacant council seat until a special election can be held during the next regular city election.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Holdingford, Minnesota that _____ is appointed to fill the council seat made vacant by the aforementioned appointment until the qualification of a successor elected at a special election to fill the unexpired portion of the term.

Adopted this 14th day of April, 2025.

BY THE CITY COUNCIL:

Travis Harlander, Mayor

Attest: _____
Nicky Lahr, City Clerk/Treasurer

Holdingsford City Council Minutes and Public Hearing Minutes Monday, March 10th, 2025.

Council Members in attendance: Travis Harlander, Jayme Opatz, Tim Winter, Seth Young.

Others in attendance: Nicky Lahr, Karla Kalla, Jenny Gunderson, Steve Horvath, Bryon Keser, Dave Blommel, Sharon Berscheid, Diane Konsor, Tim Berscheid, Eric Berscheid, Aaron Rudolph, Melvin Breth, Keith Hommerding.

Travis called the meeting to order at 7:02 p.m. and the pledge of allegiance was recited.

Jayme made a motion to approve the consent agenda, including February Council minutes and financials. Seth seconded the motion, and it passed with all in favor.

Travis stated that Council Member Andy Higgins had submitted a letter of resignation from his Council seat. Jayme made a motion to approve resolution 2025-10-3-4 declaring the council vacancy. Tim seconded the motion. Travis stated that the Council would appoint someone into the vacant position at the April 14th meeting. The motion passed with all in favor. Eric Berscheid mentioned that he would be interested in filling the vacancy.

City Engineer Dave Blommel shared the bid amounts that were received for the North High Court project as well as the City Hall parking lot. His recommendation was to go with the lowest bid, Omann Brothers Paving Inc of Albertville, MN. There was discussion on the retaining wall owned by WM. D. Scepianiak. It was noted that this would need to be repaired or replaced before paving takes place. Nicky will communicate this to them. Eric Berscheid also recommended looking into a different option alongside the back of City hall (cement or gravel), and the Council agreed, as this could save money. Jayme made a motion to approve Resolution 2025-3-10-5 accepting the bid from Omann Brothers Paving for North High Court, and for City Hall's parking lot. Tim seconded the motion and it passed with all in favor.

Keith gave a Fire Department update on calls they received for the year (33). He also stated that the breakfast they served had a record turnout, and thanked the community for supporting them.

Steve Horvath gave the Maintenance report. He reported that they are bringing the bad mixer back for warranty work. They are working with the MDH on optimal corrosion control treatment, and attended the MRWA conference for continuing ed credits. He also said that they will need to find more homes to test for copper and lead as they need to test 20 homes twice a year again.

Travis read the HMLS report. They are approximately -\$2k for the year which is normal for this time of year. She attributes this to a large liquor purchase and low snowmobile traffic this year. Bands are booked for March, April and July. And they are looking into the possibility of another dart tournament. The annual health inspection occurred with no issues to report.

Nicky gave the Clerk's report. She is busy prepping for early April Audit. She stated that the property/casual insurance and work comp coverage premiums will be due in the next month. She is planning for spring conference and vacation which will cause some City Hall closures which will be posted on the doors at City Hall, on the website and on the City's Facebook page. Nicky also explained that the prosecution against Jared Hillesheim, who was involved in theft and gambling violations from the Municipal Liquor Store, has wrapped up. He took a plea bargain, and was given a stayed sentence. If he manages his parole for 5 years, his charges will be dropped to a petty misdemeanor. If he does not follow the terms of his parole, he will have 10 months and 1 day of jail time, and a felony charge. Jared will pay restitution to the City for money stolen from the Municipal liquor store.

Minutes are not official until approved by the City Council and signed by the Clerk.

In old business, the new owner of Holdingford Hillside Trailer park was invited to appear at this council meeting to discuss his plans for improvements. The Clerk received an email on Monday morning from his attorney stating that the email is in lieu of a personal appearance. The letter describes some of the challenges Mr. Anderson faced when attempting to purchase Hillside Trailer Park, and also explains that improvements will be made as resources become available. The letter continues to state that the City should refrain from attempting to enforce city ordinances that have passed since the Trailer Park was originally put in place, and asked that the city does not micromanage the layout and setback of homes with the park due to grandfather of existing rules. (The full letter can be found in the March 2025 agenda packet.) Jayme stated that he would still like to have a conversation between the Council and Mr. Andersen to open lines of communications, as it was the initial intent. Travis mentioned getting all pertinent laws and ordinances gathered before the conversation. Travis also stated that he does not feel that anything can be grandfathered after a sale or major changes have taken place. Nicky stated that she has spoken with Greg Koshiol, Stearns County Health Inspector and also Dave Anderson, City Attorney in regards to how the City can apply zoning, ordinance, and permits to the property. Overall, it was noted that the park is now moving in the right directions and improvements have been noticed.

Travis brought forward a Chicken ordinance that was drafted by the city attorney based off of his experience with this topic along with recommendations from city residents Jenny Gunderson, and Eric Kohorst. Tim and Sharon Berscheid, Eric Berscheid, and Diane Konsor discussed details of the draft including the number of chickens, the size of the coops, who would monitor to ensure the ordinance is followed, and other various items, and shared their concerns. Travis and Jayme both stated that they would like time to research the topic further and that it would be tabled until the next meeting. Jenny asked if there would be a final decision at the next meeting and what she should do to prepare for the meeting. Jayme recommended that she be present to answer further questions, but he was not sure if there would be a final vote in April.

In new business, a citizen requested information on the alley located between 110 and 130 Washington Street, and who is responsible for upkeep. It was explained that the alley is indeed City owned, however the City no longer maintains it. They do not intend to close the alley at this time.

Helping hands requested a gambling permit to host Bingo during Holdingford Daze. Jayme made a motion to pass resolution 25-3-10-1 approving the permit. Seth seconded it and it passed with all in favor.

FFA requested a gambling permit for a raffle to be held on October 20, 2025. Seth made a motion to approve resolution 25-3-10-2 and Tim seconded it. Motion passed with all in favor.

A thank you was given to the Holdingford Lioness for donating a new coffee maker to the City to be used at the Helping Hands meals on Tuesdays.

The City-Wide Cleanup is scheduled for May 17th. A motion was made by Jayme to approve the same fee schedule as the prior year, as well as changing the hours to 8:00 am to 11:00 am. Tim seconded the motion and it passed with all in favor. Seth also agreed to check with the High School to see if the event could be moved to their parking lot as a safer location. Once the information has been determined, Nicky will release flyers notifying the residents of the changes.

Sharon Berscheid asked the City to address how citizens are notified about public hearings as some do not get the newspaper, have social media, or check the website. Jayme stated that the hearings are published in the Star Post, and posted at City Hall as statute dictates. She recommended posting hearing notices at the Holdingford Post office as well as putting the notice in with utility bills. Nicky agreed that those are reasonable. Jayme said we would do as much as we can to communicate to everyone.

Eric Berscheid recommended that public hearings don't happen before an actual draft of an ordinance is written. Jayme stated that the public hearing happened first to ensure there was enough support to justify putting work into drafting an ordinance. Eric recommended having two separate public hearings in those cases.

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Mayor Harlander reported that effective immediately, he will be holding open office hours at City Hall on Wednesday evenings from 6:30-8:30pm. Residents are encouraged to come in to discuss any concerns or recommendations for the City. He also discussed seeking various grants for the city, including the repair of some of the retaining walls in town.

Karla Kalla asked that Liquor Store employees don't park directly in front of the HMLS door as there are elderly patrons that could use that spot. She also asked if the thistle on Berscheid's property be managed better, and the fields cut on a regular basis. Eric agreed to spray for the thistle, and Tim explained that it is agricultural land and it needs to be long enough before cutting.

Looking forward: The local board of appeal and equalization will be in Holdingford on April 1st at 6:00 p.m. City Hall will be closed March 27th, April 25th, 28th and 29th.

Notices were sent for past-due water bills to Brookly McGillivray, Nathaniel Posch, Robert Keil, Roger Jensen, Kevin Feia, Joseph and Lana Doll, Shannon Dalcin, Shannon Backlund, and Covered Bridge.

Jayne made a motion to adjourn the meeting at 8:00 p.m. Seth seconded the motion, and it passed with all in favor.

Signed:

Nicky Lahr _____

City Clerk-Treasurer, Holdingford

CITY OF HOLDINGFORD

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10100 NO DESCR

March 2025

Account Summary

| | |
|-------------------------------------|--------------|
| Beginning Balance on 3/1/2025 | \$539,802.75 |
| + Receipts/Deposits | \$159,060.80 |
| - Payments (Checks and Withdrawals) | \$99,816.39 |
| Ending Balance as of 3/31/2025 | \$599,094.43 |

| | |
|-------------------|---------------------|
| Cleared Statement | \$599,047.16 |
| | <u>\$599,094.43</u> |
| Difference | (\$47.27) |

Cash Balance

| | |
|---|---------------|
| Active 101-10100 General Fund | \$41,832.97 |
| Active 102-10100 Fire Fund | \$89,916.95 |
| Active 301-10100 General Debt Fund | \$23,644.18 |
| Active 302-10100 EDU Water-Sewer-Street Project | \$195,401.10 |
| Active 306-10100 GO Equipment Certificate | \$0.00 |
| Active 311-10100 TIF Dist 1 Housing | \$7,937.41 |
| Active 313-10100 TIF Dist 3 Two Rivers | \$2,380.28 |
| Active 314-10100 TIF Dist 4 Berkon-Erythg Signs | -\$10,271.06 |
| Active 401-10100 General Reserve | \$121,714.13 |
| Active 402-10100 Main Street Project | \$45,539.68 |
| Active 403-10100 Fire Dept Capital | \$45,062.54 |
| Active 404-10100 Parks Capital | \$7,681.45 |
| Active 405-10100 Maintenance Capital | \$3,815.19 |
| Active 406-10100 Magnifi Financial | \$78.70 |
| Active 601-10100 Water Fund | \$19,656.49 |
| Active 602-10100 Sewer Fund | -\$112,219.40 |
| Active 603-10100 Refuse Fund | \$9,381.40 |
| Active 604-10100 Liquor Fund | \$1,928.44 |
| Active 605-10100 USDA Rural Water Reserve | \$83,121.84 |
| Cash Balance | \$576,602.29 |

| | |
|--------------------|---------------------|
| Beginng Balance | \$539,802.75 |
| + Total Deposits | \$159,387.72 |
| - Checks Written | \$122,588.23 |
| Check Book Balance | <u>\$576,602.24</u> |
| Difference | \$0.05 |

CITY OF HOLDINGFORD

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| Check Nbr | Vendor Name | Check Date | Amount | Cleared This Month | Amount Not Cleared | Partially Cleared Last Month |
|-----------|-----------------|------------|---------------|--------------------|--------------------|------------------------------|
| Deposit | 20250303BANK0 | 3/3/2025 | (\$4,074.49) | (\$4,074.49) | - | - |
| Deposit | Muni CC 2.27.25 | 3/3/2025 | (\$177.00) | (\$177.00) | - | - |
| Deposit | Muni 2.28.25 | 3/3/2025 | (\$1,084.75) | (\$1,084.75) | - | - |
| Deposit | Muni CC 2.28.25 | 3/3/2025 | (\$657.96) | (\$657.96) | - | - |
| Deposit | 20250303E000 | 3/4/2025 | (\$234.10) | (\$234.10) | - | - |
| Deposit | 20250228E010 | 3/4/2025 | (\$145.79) | (\$145.79) | - | - |
| Deposit | 20250303E010 | 3/5/2025 | (\$200.00) | (\$200.00) | - | - |
| Deposit | 20250303E020 | 3/5/2025 | (\$130.00) | (\$130.00) | - | - |
| Deposit | 20250303E030 | 3/5/2025 | (\$593.57) | (\$593.57) | - | - |
| Deposit | 20250304E000 | 3/6/2025 | (\$733.30) | (\$733.30) | - | - |
| Deposit | 20250305E000 | 3/6/2025 | (\$297.55) | (\$297.55) | - | - |
| Deposit | Deposit 3.6.25 | 3/6/2025 | (\$525.00) | (\$525.00) | - | - |
| Deposit | Deposit3.13.25 | 3/6/2025 | (\$39,102.28) | (\$39,102.28) | - | - |
| Deposit | 20241122BANK0.1 | 3/7/2025 | \$113.33 | - | \$113.33 | - |
| Deposit | 20250310BANK0 | 3/10/2025 | (\$11,305.76) | (\$11,305.76) | - | - |
| Deposit | 20250310E000 | 3/12/2025 | (\$329.07) | (\$329.07) | - | - |
| Deposit | 20250312E000 | 3/13/2025 | (\$427.00) | (\$427.00) | - | - |
| Deposit | 20250317BANK0 | 3/17/2025 | (\$7,138.75) | (\$7,138.75) | - | - |
| Deposit | 20250317E000 | 3/18/2025 | (\$874.88) | (\$874.88) | - | - |
| Deposit | 20250317E010 | 3/19/2025 | (\$113.76) | (\$113.76) | - | - |
| Deposit | 20250317E020 | 3/19/2025 | (\$70.00) | (\$70.00) | - | - |
| Deposit | Muni 3.1.25 | 3/19/2025 | (\$574.75) | (\$574.75) | - | - |
| Deposit | Muni CC 3.1.25 | 3/19/2025 | (\$466.00) | (\$466.00) | - | - |
| Deposit | Muni 3.3.25 | 3/19/2025 | (\$495.25) | (\$495.25) | - | - |
| Deposit | Muni CC 3.3.25 | 3/19/2025 | (\$30.00) | (\$30.00) | - | - |
| Deposit | Muni 3.4.25 | 3/19/2025 | (\$464.50) | (\$464.50) | - | - |
| Deposit | Muni CC 3.4.25 | 3/19/2025 | (\$176.50) | (\$176.50) | - | - |
| Deposit | Muni 3.5.25 | 3/19/2025 | (\$390.50) | (\$390.50) | - | - |
| Deposit | Muni CC 3.5.25 | 3/19/2025 | (\$178.25) | (\$178.25) | - | - |
| Deposit | Muni 3.6.25 | 3/19/2025 | (\$616.00) | (\$616.00) | - | - |
| Deposit | Muni CC 3.6.25 | 3/19/2025 | (\$225.75) | (\$225.75) | - | - |
| Deposit | Muni 3.7.25 | 3/19/2025 | (\$737.00) | (\$737.00) | - | - |
| Deposit | Muni CC 3.7.25 | 3/19/2025 | (\$273.25) | (\$273.25) | - | - |
| Deposit | Muni 3.8.25 | 3/19/2025 | (\$740.50) | (\$740.50) | - | - |
| Deposit | Muni CC 3.8.25 | 3/19/2025 | (\$762.75) | (\$762.75) | - | - |
| Deposit | Muni 3.10.25 | 3/19/2025 | (\$516.00) | (\$516.00) | - | - |
| Deposit | Muni CC 3.10.25 | 3/19/2025 | (\$170.25) | (\$170.25) | - | - |
| Deposit | Muni 3.11.25 | 3/19/2025 | (\$403.00) | (\$403.00) | - | - |
| Deposit | Muni CC 3.11.25 | 3/19/2025 | (\$210.50) | (\$210.50) | - | - |
| Deposit | Muni 3.12.25 | 3/19/2025 | (\$331.00) | (\$331.00) | - | - |
| Deposit | Muni CC 3.12.25 | 3/19/2025 | (\$73.25) | (\$73.25) | - | - |
| Deposit | Muni 3.13.25 | 3/19/2025 | (\$564.00) | (\$564.00) | - | - |
| Deposit | Muni CC 3.13.25 | 3/19/2025 | (\$119.00) | (\$119.00) | - | - |
| Deposit | Muni 3.14.25 | 3/19/2025 | (\$2,540.93) | (\$2,540.93) | - | - |
| Deposit | Muni CC 3.14.25 | 3/19/2025 | (\$632.00) | (\$632.00) | - | - |
| Deposit | Muni 3.15.25 | 3/19/2025 | (\$941.25) | (\$941.25) | - | - |
| Deposit | Muni CC 3.15.25 | 3/19/2025 | (\$570.50) | (\$570.50) | - | - |
| Deposit | Muni 3.17.25 | 3/19/2025 | (\$386.75) | (\$386.75) | - | - |
| Deposit | Muni CC 3.17.25 | 3/19/2025 | (\$186.50) | (\$186.50) | - | - |

CITY OF HOLDINGFORD

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| Check Nbr | Vendor Name | Check Date | Amount | Cleared This Month | Amount Not Cleared | Partially Cleared Last Month |
|-----------|-------------------------|------------|---------------|--------------------|--------------------|------------------------------|
| Deposit | Muni 3.18.25 | 3/19/2025 | (\$439.75) | (\$439.75) | - | - |
| Deposit | Muni CC 3.18.25 | 3/19/2025 | (\$74.75) | (\$74.75) | - | - |
| Deposit | 20250318E000 | 3/20/2025 | (\$766.63) | (\$766.63) | - | - |
| Deposit | 20250319E000 | 3/20/2025 | (\$268.09) | (\$268.09) | - | - |
| Deposit | 20250320E000 | 3/21/2025 | (\$194.18) | (\$194.18) | - | - |
| Deposit | Deposit 3.26.25 | 3/21/2025 | (\$16,794.74) | (\$16,794.74) | - | - |
| Deposit | 20250321E000 | 3/24/2025 | (\$5,738.03) | (\$5,738.03) | - | - |
| Deposit | 20250320E010 | 3/24/2025 | (\$237.41) | (\$237.41) | - | - |
| Deposit | 20250324BANK0 | 3/24/2025 | (\$12,628.28) | (\$12,628.28) | - | - |
| Deposit | 20250324E000 | 3/25/2025 | (\$463.68) | (\$463.68) | - | - |
| Deposit | 20250321E010 | 3/25/2025 | (\$2,589.27) | (\$2,589.27) | - | - |
| Deposit | 20250324E010 | 3/26/2025 | (\$346.61) | (\$346.61) | - | - |
| Deposit | 20250325A000 | 3/26/2025 | \$0.00 | - | - | - |
| Deposit | 20250324E020 | 3/26/2025 | (\$225.00) | (\$225.00) | - | - |
| Deposit | 20250324E030 | 3/26/2025 | (\$470.16) | (\$470.16) | - | - |
| Deposit | 20250326E000 | 3/31/2025 | (\$104.35) | (\$104.35) | - | - |
| Deposit | 20250331E000 | 3/31/2025 | (\$94.71) | (\$94.71) | - | - |
| Deposit | 20250331E010 | 3/31/2025 | (\$228.63) | (\$228.63) | - | - |
| Deposit | 20250331BANK0 | 3/31/2025 | (\$2,032.48) | (\$2,032.48) | - | - |
| Deposit | Muni 3.19.25 | 4/1/2025 | (\$494.43) | (\$494.43) | - | - |
| Deposit | Muni CC 3.19.25 | 4/1/2025 | (\$203.00) | (\$203.00) | - | - |
| Deposit | Muni 3.20.25 | 4/1/2025 | (\$380.00) | (\$380.00) | - | - |
| Deposit | Muni CC 3.20.25 | 4/1/2025 | (\$181.00) | (\$181.00) | - | - |
| Deposit | Muni 3.21.25 | 4/1/2025 | (\$658.50) | (\$658.50) | - | - |
| Deposit | Muni CC 3.21.25 | 4/1/2025 | (\$617.00) | (\$617.00) | - | - |
| Deposit | Muni 3.22.25 | 4/1/2025 | (\$757.00) | (\$757.00) | - | - |
| Deposit | Muni CC 3.22.25 | 4/1/2025 | (\$205.50) | (\$205.50) | - | - |
| Deposit | Muni 3.24.25 | 4/1/2025 | (\$445.75) | (\$445.75) | - | - |
| Deposit | Muni CC 3.24.25 | 4/1/2025 | (\$246.00) | (\$246.00) | - | - |
| Deposit | Muni 3.25.25 | 4/1/2025 | (\$500.25) | (\$500.25) | - | - |
| Deposit | Muni CC 3.25.25 | 4/1/2025 | (\$12.50) | (\$12.50) | - | - |
| Deposit | Muni 3.26.25 | 4/1/2025 | (\$481.50) | (\$481.50) | - | - |
| Deposit | Muni CC 3.26.25 | 4/1/2025 | (\$115.50) | (\$115.50) | - | - |
| Deposit | Muni 3.27.25 | 4/1/2025 | (\$298.00) | (\$298.00) | - | - |
| Deposit | Muni CC 3.27.25 | 4/1/2025 | (\$208.00) | (\$208.00) | - | - |
| Deposit | Muni 3.28.25 | 4/1/2025 | (\$328.75) | (\$328.75) | - | - |
| Deposit | Muni CC 3.28.25 | 4/1/2025 | (\$301.25) | (\$301.25) | - | - |
| Deposit | Muni 3.29.25 | 4/1/2025 | (\$730.50) | (\$730.50) | - | - |
| Deposit | Muni CC 3.29.25 | 4/1/2025 | (\$357.50) | (\$357.50) | - | - |
| Deposit | Muni 3.31.25 | 4/1/2025 | (\$322.00) | - | (\$322.00) | - |
| Deposit | Muni CC 3.31.25 | 4/1/2025 | (\$118.25) | - | (\$118.25) | - |
| Deposit | March25 ElecDepost | 4/1/2025 | (\$25,672.69) | (\$25,672.69) | - | - |
| Deposit | March25 Interest | 4/2/2025 | (\$178.49) | (\$178.49) | - | - |
| 000977E | FINKEN | 3/6/2025 | \$7.00 | \$7.00 | - | - |
| 000996E | OFFICE DEPOT | 3/6/2025 | \$71.98 | \$71.98 | - | - |
| 001005E | MN DEPARMENT OF REVENUE | 3/10/2025 | \$0.00 | - | - | - |
| 001006E | City of Holdingford | 3/12/2025 | \$8,306.23 | \$8,306.23 | - | - |
| 001007E | EMPOWER HCSP | 3/12/2025 | \$293.60 | \$293.60 | - | - |
| 001008E | MN DEPARMENT OF REVENUE | 3/12/2025 | \$505.14 | \$505.14 | - | - |

CITY OF HOLDINGFORD

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| Check Nbr | Vendor Name | Check Date | Amount | Cleared This Month | Amount Not Cleared | Partially Cleared Last Month |
|-----------|------------------------------------|------------|--------------|--------------------|--------------------|------------------------------|
| 001009E | IRS | 3/12/2025 | \$2,889.50 | \$2,889.50 | - | - |
| 001010E | Minnesota UI Fund | 3/12/2025 | \$134.67 | \$134.67 | - | - |
| 001011E | PERA | 3/12/2025 | \$1,595.26 | \$1,595.26 | - | - |
| 001012E | FURTHER HSA | 3/12/2025 | \$693.59 | \$693.59 | - | - |
| 001013E | PAYCHEX | 3/12/2025 | \$278.52 | \$278.52 | - | - |
| 001014E | EMPOWER HCSP | 3/26/2025 | \$293.41 | \$293.41 | - | - |
| 001015E | MN DEPARMENT OF REVENUE | 3/26/2025 | \$533.31 | \$533.31 | - | - |
| 001016E | IRS | 3/26/2025 | \$2,973.52 | \$2,973.52 | - | - |
| 001017E | Minnesota UI Fund | 3/26/2025 | \$142.78 | \$142.78 | - | - |
| 001018E | PERA | 3/26/2025 | \$1,624.07 | \$1,624.07 | - | - |
| 001019E | FURTHER HSA | 3/26/2025 | \$693.59 | \$693.59 | - | - |
| 001020E | PAYCHEX | 3/26/2025 | \$244.93 | \$244.93 | - | - |
| 001021E | City of Holdingford | 3/26/2025 | \$8,945.21 | \$8,945.21 | - | - |
| 001022E | MCFOA | 3/28/2025 | \$0.00 | - | - | - |
| 001024E | Embassy Suites by Hilton | 3/28/2025 | \$652.82 | - | \$652.82 | - |
| 001032E | AMAZON | 3/31/2025 | \$390.00 | \$390.00 | - | - |
| 001033E | KASEYA | 3/31/2025 | \$200.00 | \$200.00 | - | - |
| 001034E | Minnesota State College | 3/31/2025 | \$440.00 | \$440.00 | - | - |
| 001035E | NUVEI | 3/31/2025 | \$434.00 | \$434.00 | - | - |
| 001036E | OFFICE DEPOT | 3/31/2025 | \$0.00 | - | - | - |
| 001037E | SHIFT4 | 3/31/2025 | \$286.85 | \$286.85 | - | - |
| 001038E | USPS - UNITED STATES POSTAL SER | 3/31/2025 | \$47.27 | \$47.27 | - | - |
| 001039E | VERSA BANK | 3/31/2025 | \$604.00 | \$604.00 | - | - |
| 001031E | MN DEPARMENT OF REVENUE | 4/1/2025 | \$2,585.00 | \$2,585.00 | - | - |
| 003980 | Mike Schmidt | 3/26/2025 | \$0.00 | - | - | - |
| 003984 | Office of the Secretary of State | 3/26/2025 | \$0.00 | - | - | - |
| 037330 | Andy Bartkowicz | 6/9/2022 | \$109.43 | - | \$109.43 | - |
| 039664 | ZOLL MEDICAL CORPORATION | 11/25/2024 | \$2,936.08 | \$2,936.08 | - | - |
| 039664 | ZOLL MEDICAL CORPORATION | 11/25/2024 | (\$2,936.08) | (\$2,936.08) | - | - |
| 039689 | Berkon Industries, LLC | 12/9/2024 | \$0.00 | - | - | - |
| 039707 | MSFDA | 12/9/2024 | \$7.00 | \$7.00 | - | - |
| 039707 | MSFDA | 12/9/2024 | (\$7.00) | (\$7.00) | - | - |
| 039743 | USA Bluebook | 12/20/2024 | (\$280.23) | (\$280.23) | - | - |
| 039743 | USA Bluebook | 12/20/2024 | \$280.23 | \$280.23 | - | - |
| 039816 | Toshiba America Business Solutions | 1/24/2025 | (\$1,090.14) | (\$1,090.14) | - | - |
| 039816 | TOSHIBA AMERICA BUSINESS SOLUTI | 1/24/2025 | \$1,090.14 | \$1,090.14 | - | - |
| 039833 | CALIBRATIONS AND CONTROLS, INC. | 2/10/2025 | \$595.00 | \$595.00 | - | - |
| 039844 | Larson Excavating | 2/10/2025 | \$13,245.09 | \$13,245.09 | - | - |
| 039849 | MSFDA | 2/10/2025 | \$168.00 | - | \$168.00 | - |
| 039860 | VOLUNTEER FF BENEFIT ASSOC OF | 2/10/2025 | \$240.00 | \$240.00 | - | - |
| 039867 | AED SMART MONITORING | 2/26/2025 | \$790.00 | \$790.00 | - | - |
| 039868 | AFSCME Council 65 | 2/26/2025 | \$117.40 | \$117.40 | - | - |
| 039869 | Arnolds of St Martin | 2/26/2025 | \$188.00 | \$188.00 | - | - |
| 039870 | Bernick's Pepsi-Cola | 2/26/2025 | \$816.04 | \$816.04 | - | - |
| 039871 | Brian Zapzalka | 2/26/2025 | \$650.00 | \$650.00 | - | - |
| 039872 | C & L Distributing, Inc | 2/26/2025 | \$2,429.60 | \$2,429.60 | - | - |
| 039873 | CenturyLink | 2/26/2025 | \$75.61 | \$75.61 | - | - |
| 039874 | Dahlheimer Beverage | 2/26/2025 | \$112.45 | \$112.45 | - | - |
| 039875 | Granite City Jobbing Co | 2/26/2025 | \$627.37 | \$627.37 | - | - |

CITY OF HOLDINGFORD

*Check Reconciliation©

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| Check Nbr | Vendor Name | Check Date | Amount | Cleared This Month | Amount Not Cleared | Partially Cleared Last Month |
|-----------|---------------------------------|------------|------------|--------------------|--------------------|------------------------------|
| 039876 | Granite Electronics, Inc | 2/26/2025 | \$194.06 | \$194.06 | - | - |
| 039877 | HAMANN, JUSTIN | 2/26/2025 | \$20.93 | - | \$20.93 | - |
| 039878 | Hawkins, Inc | 2/26/2025 | \$130.00 | \$130.00 | - | - |
| 039879 | Hertzberg Community Solar LLC | 2/26/2025 | \$436.32 | \$436.32 | - | - |
| 039880 | NEXTERA ENERGY | 2/26/2025 | \$2,464.70 | \$2,464.70 | - | - |
| 039881 | Nicole Lahr | 2/26/2025 | \$109.99 | \$109.99 | - | - |
| 039882 | Shift Technologies, Inc | 2/26/2025 | \$1,076.80 | \$1,076.80 | - | - |
| 039883 | Southern Glazers of MN | 2/26/2025 | \$397.78 | \$397.78 | - | - |
| 039884 | Steve Horvath | 2/26/2025 | \$199.95 | \$199.95 | - | - |
| 039885 | Tidy Tina's | 2/26/2025 | \$465.34 | \$465.34 | - | - |
| 039886 | TIM WINTER | 2/26/2025 | \$110.82 | \$110.82 | - | - |
| 039887 | TOSHIBA AMERICA BUSINESS SOLUTI | 2/26/2025 | \$171.90 | \$171.90 | - | - |
| 039888 | Utility Consultants, Inc. | 2/26/2025 | \$1,109.84 | \$1,109.84 | - | - |
| 039889 | VESTIS (CITY HALL) | 2/26/2025 | \$94.00 | \$94.00 | - | - |
| 039890 | VESTIS (MUNI) | 2/26/2025 | \$82.08 | \$82.08 | - | - |
| 039891 | Viking Coca-Cola Bottling Comp | 2/26/2025 | \$453.80 | \$453.80 | - | - |
| 039892 | XCEL ENERGY 51-5655038-6 | 2/26/2025 | \$1,310.22 | \$1,310.22 | - | - |
| 039893 | XCEL ENERGY 51-5655039-7 | 2/26/2025 | \$1,050.71 | \$1,050.71 | - | - |
| 039894 | AMAZON | 2/28/2025 | \$0.00 | - | - | - |
| 039895 | FINKEN | 2/28/2025 | \$0.00 | - | - | - |
| 039896 | KASEYA US LLC | 2/28/2025 | \$0.00 | - | - | - |
| 039897 | MN RURAL WATER ASSOCIATION | 2/28/2025 | \$0.00 | - | - | - |
| 039898 | OFFICE DEPOT | 2/28/2025 | \$0.00 | - | - | - |
| 039899 | SHIFT4 | 2/28/2025 | \$0.00 | - | - | - |
| 039900 | Postmaster | 2/28/2025 | \$0.00 | - | - | - |
| 039930 | Abdo Financial Services | 3/10/2025 | \$2,220.00 | \$2,220.00 | - | - |
| 039931 | Andersen Excavating of Central | 3/10/2025 | \$150.00 | \$150.00 | - | - |
| 039932 | Arnolds of St Martin | 3/10/2025 | \$188.00 | \$188.00 | - | - |
| 039933 | BADGER METER | 3/10/2025 | \$41.73 | \$41.73 | - | - |
| 039934 | Bernick's Pepsi-Cola | 3/10/2025 | \$140.15 | \$140.15 | - | - |
| 039935 | BLUE CROSS BLUE SHIELD MINNESO | 3/10/2025 | \$21.74 | \$21.74 | - | - |
| 039936 | Borgmann Disposal Services LLC | 3/10/2025 | \$5,916.00 | \$5,916.00 | - | - |
| 039937 | C & L Distributing, Inc | 3/10/2025 | \$6,695.50 | \$6,695.50 | - | - |
| 039938 | Dahlheimer Beverage | 3/10/2025 | \$155.15 | \$155.15 | - | - |
| 039939 | Dan Lahr | 3/10/2025 | \$75.00 | \$75.00 | - | - |
| 039940 | Eugene Starr | 3/10/2025 | \$550.00 | \$550.00 | - | - |
| 039941 | Everything Signs | 3/10/2025 | \$15.00 | \$15.00 | - | - |
| 039942 | Granite City Jobbing Co | 3/10/2025 | \$393.12 | \$393.12 | - | - |
| 039943 | HEGGIES PIZZA LLC | 3/10/2025 | \$345.80 | \$345.80 | - | - |
| 039944 | Hertzberg Community Solar LLC | 3/10/2025 | \$937.24 | \$937.24 | - | - |
| 039945 | Holdingford Gas and Grocery | 3/10/2025 | \$425.55 | \$425.55 | - | - |
| 039946 | HOLDINGFORD HARDWARE INC.(NON | 3/10/2025 | \$355.23 | \$355.23 | - | - |
| 039947 | HOMMERDING PLUMBING | 3/10/2025 | \$997.35 | \$997.35 | - | - |
| 039948 | KEITH HOMMERDING | 3/10/2025 | \$46.90 | - | \$46.90 | - |
| 039949 | LAKE REGION FIREFIGHTERS ASSOCI | 3/10/2025 | \$40.00 | \$40.00 | - | - |
| 039950 | MacQueen Emergency | 3/10/2025 | \$1,355.00 | \$1,355.00 | - | - |
| 039951 | Marco | 3/10/2025 | \$182.50 | \$182.50 | - | - |
| 039952 | MIDCO (CITY) | 3/10/2025 | \$196.12 | \$196.12 | - | - |
| 039953 | MIDCO (MUNI) | 3/10/2025 | \$366.38 | \$366.38 | - | - |

CITY OF HOLDINGFORD

*Check Reconciliation©

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10100 NO DESCR

| Check Nbr | Vendor Name | Check Date | Amount | Cleared This Month | Amount Not Cleared | Partially Cleared Last Month | |
|-----------|---------------------------------|------------|---------------------|-------------------------------|--------------------|------------------------------|----------------|
| 039954 | Minnesota Valley Testing Labor | 3/10/2025 | \$586.75 | \$586.75 | - | - | |
| 039955 | MN DEPARMENT OF REVENUE | 3/10/2025 | \$0.00 | - | - | - | |
| 039956 | MN PEIP | 3/10/2025 | \$2,409.09 | \$2,409.09 | - | - | |
| 039957 | Star Publications, LLC | 3/10/2025 | \$451.20 | \$451.20 | - | - | |
| 039958 | Steve Horvath | 3/10/2025 | \$75.00 | \$75.00 | - | - | |
| 039959 | Sysco Western MN | 3/10/2025 | \$784.72 | \$784.72 | - | - | |
| 039960 | Tidy Tina's | 3/10/2025 | \$428.50 | \$428.50 | - | - | |
| 039961 | Viking Coca-Cola Bottling Comp | 3/10/2025 | \$345.70 | \$345.70 | - | - | |
| 039962 | XCEL ENERGY 51-5655037-5 | 3/10/2025 | \$3,153.41 | \$3,153.41 | - | - | |
| 039963 | XCEL ENERGY 51-5655038-6 | 3/10/2025 | \$2,116.73 | \$2,116.73 | - | - | |
| 039964 | XCEL ENERGY 51-5655041-1 | 3/10/2025 | \$294.48 | \$294.48 | - | - | |
| 039965 | Ziegler | 3/10/2025 | \$2,449.95 | \$2,449.95 | - | - | |
| 039966 | Bernick's Pepsi-Cola | 3/26/2025 | \$275.81 | - | \$275.81 | - | |
| 039967 | C & L Distributing, Inc | 3/26/2025 | \$2,610.20 | - | \$2,610.20 | - | |
| 039968 | CenturyLink | 3/26/2025 | \$75.61 | - | \$75.61 | - | |
| 039969 | Design Electric Inc. | 3/26/2025 | \$1,211.47 | - | \$1,211.47 | - | |
| 039970 | Don Matson | 3/26/2025 | \$300.00 | - | \$300.00 | - | |
| 039971 | ECOLAB PEST ELIMINATION | 3/26/2025 | \$122.68 | - | \$122.68 | - | |
| 039972 | Ernst's Locksmith | 3/26/2025 | \$14.25 | - | \$14.25 | - | |
| 039973 | GERAD'S OIL CO., INC | 3/26/2025 | \$136.95 | - | \$136.95 | - | |
| 039974 | Granite City Jobbing Co | 3/26/2025 | \$574.60 | - | \$574.60 | - | |
| 039975 | Hawkins, Inc | 3/26/2025 | \$110.00 | - | \$110.00 | - | |
| 039976 | HEGGIES PIZZA LLC | 3/26/2025 | \$29.10 | - | \$29.10 | - | |
| 039977 | Hertzberg Community Solar LLC | 3/26/2025 | \$447.30 | - | \$447.30 | - | |
| 039978 | HOMMERDING PLUMBING | 3/26/2025 | \$328.53 | - | \$328.53 | - | |
| 039979 | Kennedy & Graven, Chartered | 3/26/2025 | \$1,262.50 | - | \$1,262.50 | - | |
| 039981 | Minnesota Department of Health | 3/26/2025 | \$725.00 | - | \$725.00 | - | |
| 039982 | Minnesota Pollution Control Ag | 3/26/2025 | \$55.00 | - | \$55.00 | - | |
| 039983 | NEXTERA ENERGY | 3/26/2025 | \$1,232.40 | - | \$1,232.40 | - | |
| 039985 | STEARNS COUNTY AUDITOR-TREASU | 3/26/2025 | \$406.00 | - | \$406.00 | - | |
| 039986 | TOSHIBA AMERICA BUSINESS SOLUTI | 3/26/2025 | \$155.36 | - | \$155.36 | - | |
| 039987 | VESTIS (CITY HALL) | 3/26/2025 | \$47.00 | - | \$47.00 | - | |
| 039988 | VESTIS (MUNI) | 3/26/2025 | \$82.08 | - | \$82.08 | - | |
| 039989 | Viking Coca-Cola Bottling Comp | 3/26/2025 | \$116.80 | - | \$116.80 | - | |
| 039990 | XCEL ENERGY 51-5655039-7 | 3/26/2025 | \$551.12 | - | \$551.12 | - | |
| 039991 | MIKE SCHOLTES REFRIGERATION, IN | 3/26/2025 | \$2,260.00 | - | \$2,260.00 | - | |
| 039992 | Office of the Secretary of Sta | 3/26/2025 | \$120.00 | - | \$120.00 | - | |
| 039993 | Berkon Industries, LLC | 4/8/2025 | \$8,424.00 | - | \$8,424.00 | - | |
| 35903814 | Unknown | 9/9/2022 | \$100.00 | - | \$100.00 | - | |
| | | | Receipts/Deposits | (\$159,387.72) | (\$159,060.80) | (\$326.92) | \$0.00 |
| | | | Payments/Withdrawal | \$22,771.84 | \$99,816.39 | \$22,771.84 | \$0.00 |
| | | | | Total Deposits | | | (\$159,387.72) |
| | | | | Total Checks Written | | | \$122,588.23 |
| | | | | (Outstanding + Cleared | | | |

*Next month items not included in Total Deposits & Checks Written



Building a Better World
for All of Us®

MEMORANDUM

TO: Holdingford City Council

FROM: Dave Blommel, PE (Lic. MN)

DATE: April 9, 2025

RE: Council Update
SEH No. HOLDI Gen 14.00

North High Court / City hall paving

The contracts for the North High Court and City Hall parking lot have been returned by Omann Brothers. The work schedule will be based on the other projects they win in the area this spring, but is expected to be completed in June. Exact schedule will be provided once available.

Lift station funding

SEH assisted City Staff with application for grant funds through Senator Amy Klobuchar's office and the congressionally directed spending program. The request was made for 50% of the total project cost or \$1,250,000. While there is no guarantee this program will be funded at all by congress, there appears to be some bi-partisan support some level of funding.

A Bonding bill request has also been submitted for the same level of project funding. Ideally the city would be awarded funding for both the State and Federal grants allowing for minimal local cost. Like the Federal program, there is no guarantee of a bonding bill at the state level either.

The last funding program that we will try for is a climate resiliency grant through the Minnesota Pollution Control Agency. This grant is intended to fund sewer system impacted by flooding and infiltration. The problems seen by the City in this area certainly seem to match well with the program, so we are hopeful that we can be successful when the grant period opens in June.

dwb

x:\fjh\holdi\common\corr\2025\2025.04.09 m council update.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 2351 Connecticut Avenue, Suite 300, Sartell, MN 56377-2485

320.229.4300 | 800.572.0617 | 888.908.8166 fax

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer

City of Holdingford

Permit # 0-25-4-3

Permit Effective Dates _____

Parcel ID (PIN) _____

Received \$ 250.00 Check # 1800

Application for Land Use Permit

Property Owner Berscheid Properties

Property Address 355 Ridge Way

Phone Number 320-249-3971

Email address tim@berscheidproperties.com

Contractor Name and phone Tim Berscheid 320-249-3971

Description of Project. *****Drawings and site plans must be included*****

Please check one of the following (see next page for descriptions and fees):

Remodeling Permit. Clerk Signature Required: _____

Small Construction Permit. Sign below and continue to page 2

New Construction or Additions. Sign below and continue to page 2

Applicant Signature:

I hereby attest that, in case such a permit is granted, that all methods and materials comply with the plans and specifications submitted and will be in compliance with all current codes and all ordinances of the City of Holdingford and the State of Minnesota.

Owner Signature: Tim Berscheid

Contractor's Signature: Tim Berscheid

Date: 4/3/25

Phone 320-746-2966
Fax 320-746-3297

PO Box 69
Holdingford, MN 56340

www.holdingfordmn.us
Email: Clerk@holdingfordmn.us



Remodeling Permits - \$25.00 Permit Fee - Includes; building demolition, re-siding, re-shingling, retaining walls 3 foot or higher, deck or patio less than 200 square foot, window replacement, interior remodeling, or basement finishing. Permit requires Clerk's approval.

Small construction permits - \$50.00 Permit Fee - Includes; deck or patio 200 square foot or larger, fence 4 feet or higher, new or additional driveways, handicap ramp, and signs over 9 square foot. Permit requires Planning and Zoning Committee review and Council approval.

New Construction/Addition permits - \$250.00 Permit Fee - Includes; new house, shed, garage or other building over 200 square foot, moving a building, in-ground pool, or industrial structure. Permit requires Planning and Zoning Committee review and Council approval.

Small construction and new construction permit must be submitted to the city office and granted full approval prior to any work beginning. The Planning and Zoning Committee meets the Wednesday before each City Council meeting at 5:30 pm at City hall. The City Council meets on the second Monday of each month at 7:00 pm at City hall. Failure to obtain a Permit will result in immediate stopping of the project and a fine up to double the permit fee.

For new construction or small construction permits, complete the following with dimensions in feet to all applicable areas:

Front or width 50' Side or length 52' Height 8' (Wall) 16' (Peak)

Number of stories 1 Number of units 1

Total square footage 1288 Value/Cost of Improvement \$250,000

Set back from street (front property line) 31'

Set back from side property line 12'

Set back from side property line 28'

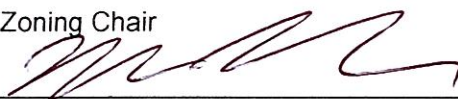
Set back from back property line 68'

The city requires notification of any changes to plans or contractors prior to implementation.

For Office Use Only

Planning and Zoning Chair

Signature



Date

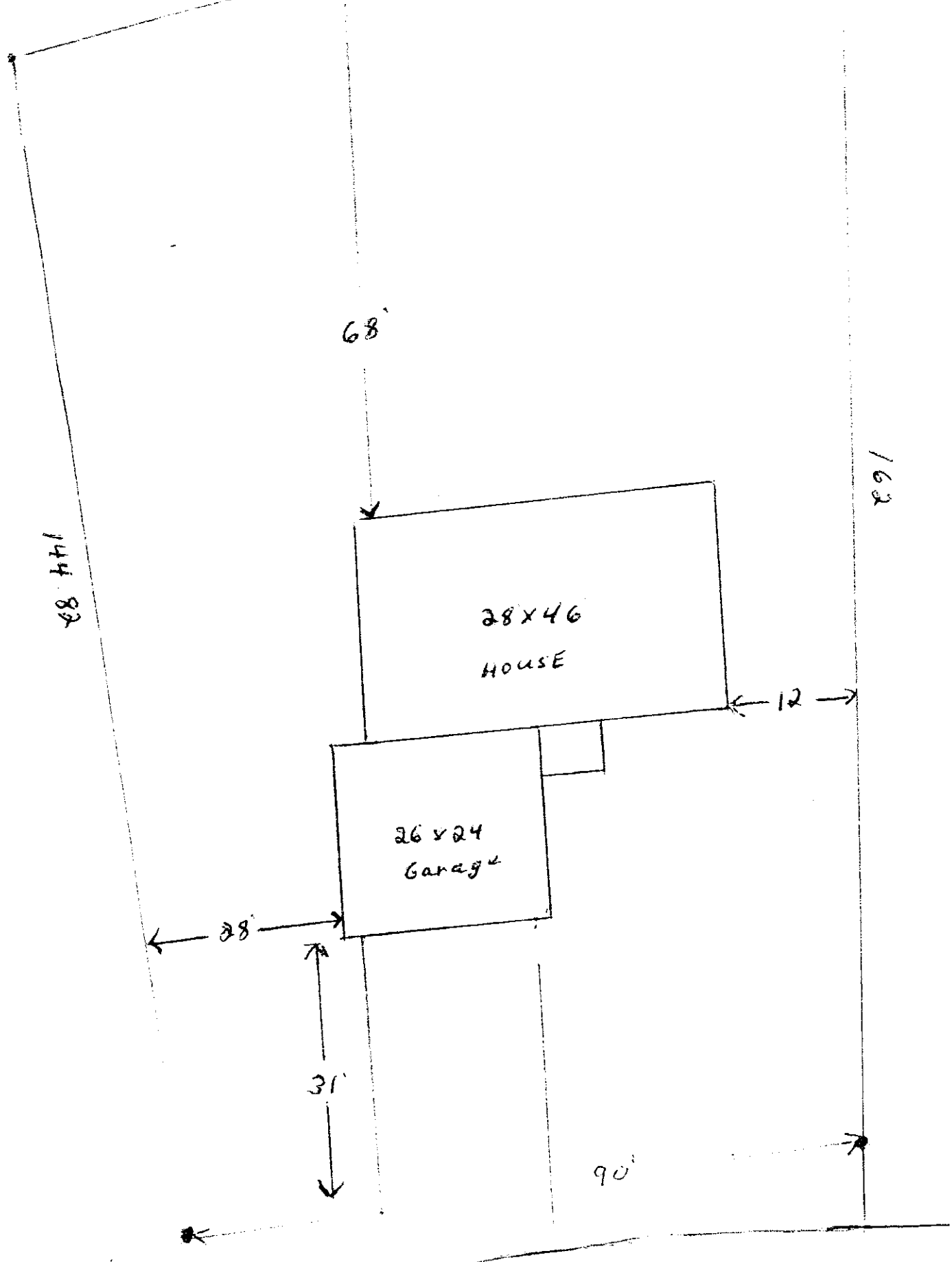
4/9/25

City Council Member/Mayor

Signature

Date





355 Ridge way

City of Holdingford

For Office Use Only:

Permit # 25-3-3

Permit Effective Dates _____

Parcel ID (PIN) _____

Received \$ 250.00 CASH

Application for Land Use Permit

Property Owner Eric Kohorst

Property Address 130 River St. W

Phone Number (320) 241-9320

Email address EricKohorst-EK@gmail.com

Contractor Name and phone _____

Description of Project. *****Drawings and site plans must be included*****

- Raise my entire property grade up by 4' to prevent future flooding
- Move in detached 14x16 shed and construct a 5'x14' breezeway between the shed and house and not anchoring the breezeway to the house
- install 6' privacy fence along the front and side yard with 4' chainlink along the side & back yard
- Residing sheds & house
- windows repanel

Please check one of the following (see next page for descriptions and fees):

Remodeling Permit. Clerk Signature Required: _____

Small Construction Permit. Sign below and continue to page 2

New Construction or Additions. Sign below and continue to page 2

Applicant Signature:

I hereby attest that, in case such a permit is granted, that all methods and materials comply with the plans and specifications submitted and will be in compliance with all current codes and all ordinances of the City of Holdingford and the State of Minnesota.

Owner Signature: [Signature]

Contractor's Signature: N/A

Date: 3/5/25

Phone 320-746-2966
Fax 320-746-3297

PO Box 69
Holdingford, MN 56340

www.holdingfordmn.us
Email: Clerk@holdingfordmn.us



Remodeling Permits - \$25.00 Permit Fee - Includes; building demolition, re-siding, re-shingling, retaining walls 3 foot or higher, deck or patio less than 200 square foot, window replacement, interior remodeling, or basement finishing. Permit requires Clerk's approval.

Small construction permits - \$50.00 Permit Fee - Includes; deck or patio 200 square foot or larger, fence 4 feet or higher, new or additional driveways, handicap ramp, and signs over 9 square foot. Permit requires Planning and Zoning Committee review and Council approval.

New Construction/Addition permits - \$250.00 Permit Fee - Includes; new house, shed, garage or other building over 200 square foot, moving a building, in-ground pool, or industrial structure. Permit requires Planning and Zoning Committee review and Council approval.

Small construction and new construction permit must be submitted to the city office and granted full approval prior to any work beginning. The Planning and Zoning Committee meets the Wednesday before each City Council meeting at 5:30 pm at City hall. The City Council meets on the second Monday of each month at 7:00 pm at City hall. Failure to obtain a Permit will result in immediate stopping of the project and a fine up to double the permit fee.

For new construction or small construction permits, complete the following with dimensions in feet to all applicable areas:

Front or width 16' Side or length 14' Height 10'

Number of stories 1 Number of units 1

Total square footage 224 Value/Cost of Improvement \$ 5000

Set back from street (front property line) 40'

Set back from side property line 40'

Set back from side property line 40'

Set back from back property line 40'

The city requires notification of any changes to plans or contractors prior to implementation.

For Office Use Only

Planning and Zoning Chair

Signature _____ Date _____

City Council Member/Mayor

Signature _____ Date _____

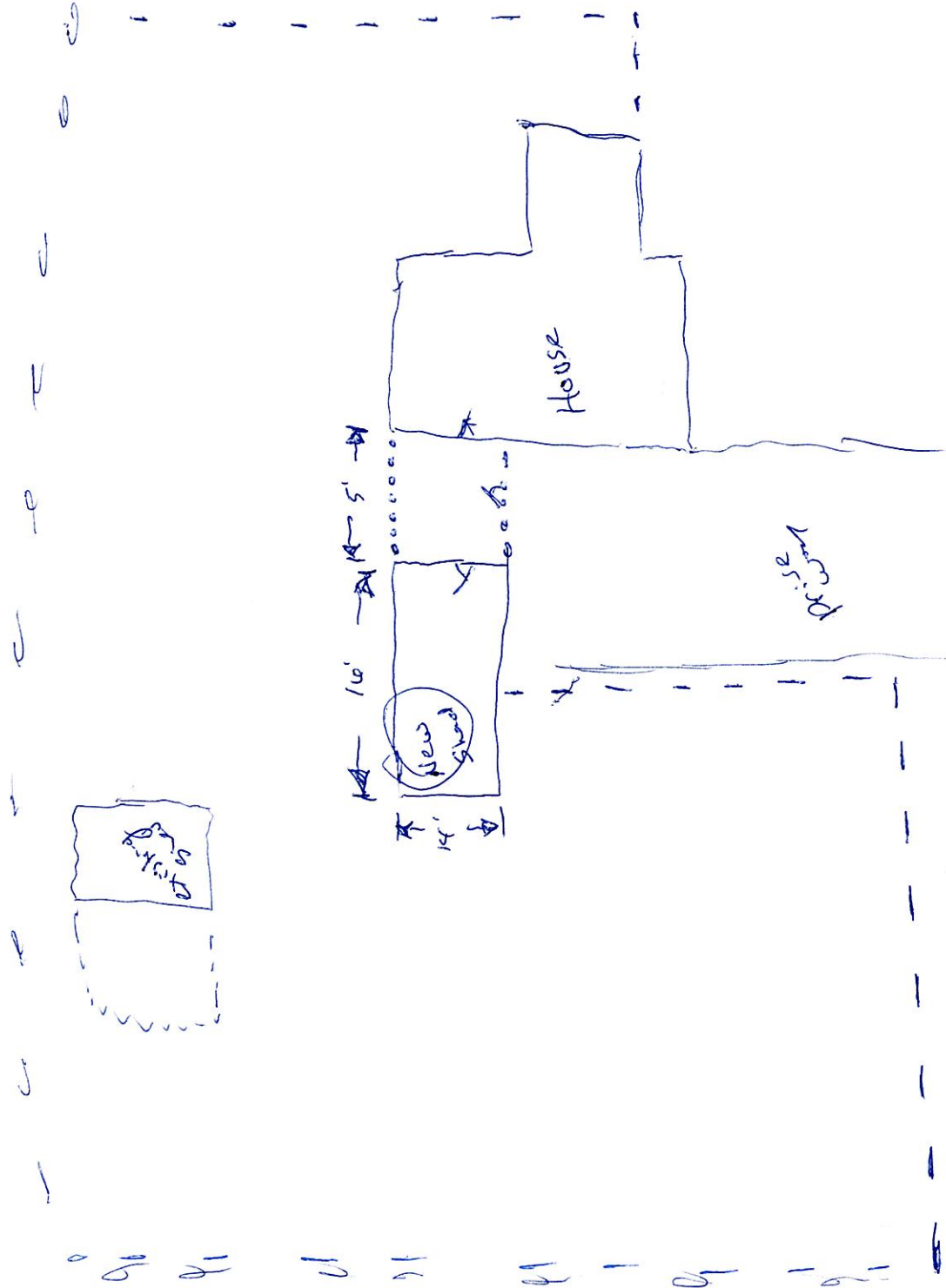
Phone 320-746-2966
Fax 320-746-3297

PO Box 69
Holdingford, MN 56340

www.holdingfordmn.us
Email: Clerk@holdingfordmn.us



River



..... = breezeway
 - - - = 6' fence
 C C C = chain-link fence

March, 2025

Maintenance Report

- Mixer will be delivered this week, found a local motor repair vender in St Cloud, brought back up motor to them for rebuild.
- New waste water permit is being issued, public hearing on June 3rd
- Repaired back up generator at WWTP
- Repaired the Orthopoly feed system at wellhouse
- Had electrician replace bad circuit breaker at WWTP
- Biosolids sampling completed, samples are good. Ready to land apply when weather permits
- Applied for grant to assist with lead and copper inventory
- Had a bad tree removed that was hanging over city shop

| Month | Well #2 | Well #3 | Total Gallons | Influent Flow | I & I | Precipitation |
|----------|-----------|---------|---------------|---------------|---------|---------------|
| January | 1,591,000 | 0 | 1,591,000 | 1,737,000 | 146,000 | 3.4 snow |
| February | 1,141,000 | 0 | 1,141,000 | 1,449,000 | 308,000 | 13.1 snow |
| March | 1,361,000 | 0 | 1,361,000 | 1,744,000 | 383,000 | .9 snow |

HLMS March 2025

We are currently negative for the year, Muni's across the state are reporting 1st quarter losses but everyone seems hopeful this will turn around in quarter 2. We also had a few repairs that needed to be addressed. The condenser on the large freezer went out and needed to be replaced we also had to rework some wiring so that it would stop tripping breakers.

The entire off sale was rearranged and prices were adjusted. The Stearns county sales tax increase is in effect as of 4/1 and we have seen some increases from distributors so I will keep a close eye and adjust prices as warranted.

Band night was a good full crowd and we have entertainment booked though October.

Moving forward I am starting to put things into play for Holdingford Daze. I have reached out to C&L to provide the outside bar again and will reach out to the ice vendor and begin working on prices and securing staff. We do have a band booked for Friday after the car show. Nicky and I are hoping to get to the Muni Conference this year we are working on scheduling and should know more in the next week.

Clerks' Report April, 2025

Completed 2024 financial audit.

Registered for MCFOA Year 2 Clerks Academy. It's in Brooklyn Center, so hotel stay for the week is necessary this year. May 5th-9th City hall will be closed for this.

Finishing the last of the Wellhead protection plan. We will present at the May council meeting.

Amy registered for her Notary Designation.

We received our Small City assistance. This is intended for transportation use and will be used on the North High Court project. \$24,072.69

Stearns County sales tax .375% took effect 4/1/25. This impacts the Muni sales and the facility rentals.

All township payments have been received for the first half of the year.