

Agenda for Monday, August 11th, 2025
Holdingford City Council Meeting

Call to Order
Pledge of Allegiance

Consent Agenda including:

1. Council Minutes from July 14th, and July 28th
2. Financial documents and claims from July

Guests:

Department Reports:

Maintenance Department Report: Steve Horvath
City Engineer's Report: Dave Blommel
Emergency Manager: Amber Molitor, N/A
Liquor Store Report: Amy Opatz
Fire Department Report: Keith Hommerding
Land Use Committee Report: Seth Young, N/A
Clerk's Report: Nicky Lahr

Follow up action for ordinance letters issued:

321 River Street West
220 Cedar Street
841 4th Street
231 Gertrude Street
130 River Street West

Unfinished/Old Business:

New Business:

Resolution 25-8-11-1 Gambling Permit for Holdingford Dance Team
Request from the Chamber of Commerce to donate fall decorations to be placed on Main Street
CDs mature on 8/18/25 (General Reserves, to pay for paving projects, and Parks-roll over?)

Additional Agenda Items:

Watering grass at North High Court

Looking Forward: Next Meeting September 8th. City Hall closed August 13th-15th, 29th and September 1st.

A public hearing will take place at the October meeting for the Well Head Protection Plan. City Wide Garage Sales will be August 14-16th.

Notices Sent for Past Due Water Bills: Tawner Cleland \$679.47; Covered Bridge \$5,693.53; Joseph & Lana Doll \$487.24; Kevin Feia \$1,436.41; Roger Jensen \$417.33; Josh Krueger \$54.48; Dale Lundberg \$344.77; Jared Voudry \$32.79

Adjourn

Holdingsford City Council Minutes Monday, July 14th, 2025.

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

Others in attendance: Nicky Lahr, Karla Kalla, Herman Lensing, Jessica Funk, Carlana Johnson.

Travis called the meeting to order at 7:01 p.m. and the pledge of allegiance was recited.

Eric made a motion to approve the consent agenda including May Council minutes and financial documents. Tim seconded the motion and it passed with all in favor.

Guests: Carlana Johnson and Jessica Funk made a request to have the rental fees waived for the rental of the park shelter for August 13-16. They will host a garage sale at that location during the Holdingsford City wide garage sales as a fundraiser for their troop. Jayme made a motion to approve waiving the fee for the shelter on those days. Tim seconded the motion and it passed with all in favor. Carlana also mentioned that there are two Scouts looking for community projects that benefit the City, School or County that they are in.

Carlana also mentioned that cars have been parking on the sidewalk at Covered Bridge LLC. Council members also agreed that they have seen vehicles parking on the sidewalk in that location. Nicky will send a letter to Covered Bridge asking them to inform their staff and visitors not to park on the sidewalks.

Department reports:

Steve Horvath gave the maintenance report. He mentioned that they did quite a bit of prep work for Holdingsford Daze, and will follow up with street sweeping when time allows. He shared that he had applied for a Copper and Lead grant from the State of MN and we were awarded. This grant would pay S.E.H. to survey homes to determine if any of them have lead lines. If they do, there are grants available for replacement. Dave Blommel was out on vacation so Steve gave an update on the paving project. He stated that at the preconstruction meeting, the project manager recommended that we keep tar up alongside the building, and don't put in permanent curbing, as he believes that would cause water issues alongside the building. The council decided to keep to the original design of replacing all of the tar and Steve would purchase and install curb stops at each of the parking spaces after the paving is completed. Nicky will call the project manager to let him know. Steve also reported that a utility pole at the main lift station had tipped over. He said that it did not look like it was hit by a vehicle. The pole is owned by the city, so Steve locally sourced a replacement pole and will install it this week, with Hommerding Electric reconnecting the wiring.

Jayme gave a brief report for the Holdingsford Municipal Liquor Store. Amy had reported that the gross profit for Holdingsford Daze was \$26,116, up more than \$5,000 from last year.

There were no new permit requests for the Land Use committee, however there was discussion on how to proceed with the property at 130 River Street West. No action was taken by the homeowner to remove the sheds, pool, or posts that were put in place prior to mapping due to being in a flood plain, or getting permit approval. Travis stated that he had talked to Mr. Kohorst and recommends each of the Council members do the same as the homeowner does not like to speak in a formal public forum. Eric Berscheid agreed to do this. Jayme recommended a special meeting so this does not continue to drag out longer. A special meeting will take place on July 28th at 6:00 pm for further discussion. Holdingsford Hillside Trailer Park was issued a letter asking the owner to clean up the trash on his property no later than July 18. The council also asked Nicky to send out letters to several properties that were approached last year but did not comply with the nuisance clean-up requests including 220 Cedar Street, 841 4th Street, and 321 River Street West. Fines will be implemented if the nuisances are not abated.

Nicky gave the Clerk's report. She stated that the City received the first half of the tax levy, and will receive the first half of LGA later this month. The liability insurance was paid, and was \$3k less than last year's premium. She is starting to work on 2026 budget and will be cost forecasting based on projects and items useful lives. Nicky told the Council that there is approximately \$11k in the account at Magnifi Financial. She is recommending that the funds should be placed into a CD at 4.07% The Council Members agreed. And, Nicky also reported that Leigha Berscheid reached out on behalf of Magnifi and would like to schedule volunteer hours for the City again this year. She also would like to approach the Chamber of Commerce to solicit a donation for some new decorations for main street. The Council agreed and were grateful for the volunteer time. Nicky shared with the council that the Chamber will be donating funds for 4 new barricades. The City would purchase them and the Chamber would reimburse. These get used predominantly during Holdingford Daze.

In new business, the Lions submitted a request for a gambling permit for a raffle that will take place at the American Legion on October 3rd. Jayme made a motion to approve resolution 25-7-14-2 and Seth seconded it. The motion passed with all in favor.

Additional Agenda items discussed: Travis changed the Mayor's office hours. He will now be available at City Hall on Wednesdays from 4:30-5:30 pm.

Looking forward: City Hall will be closed August 13th-15th. The next Council meeting will be July 28th (special meeting) followed by August 11th. City wide garage sales will take place August 14th-16th. Main street will be closed Aug 2nd for a benefit.

Notices were sent for past-due water bills to: Covered Bridge, Tom & Amber Adelman, Roger Jensen, Kevin Feia, Joseph and Lana Doll, Tawner Cleland, Eric Kohorst, Dale Lundberg.

Tim made a motion to adjourn the meeting at 7:58 p.m. Seth seconded the motion, and it passed with all in favor.

Signed:

Nicky Lahr _____

City Clerk-Treasurer, Holdingford

Holdingsford City Council Minutes
Special Meeting
Monday, July 28th, 2025.

Council Members in attendance: Travis Harlander, Jayme Opatz, Eric Berscheid, Seth Young.

Others in attendance: Nicky Lahr, Robb Berscheid, Randy Schmidt, David Anderson via Teams video call

Travis called the meeting to order at 7:01 p.m. and the pledge of allegiance was recited.

Travis explained that the meeting is to discuss the property at 130 River street West floodplain violation.

Robb reviewed the Land Use and Floodplain Ordinance violations involving 130 4th Street West and asked the City Attorney how the City can proceed and avoid a big drawn out lawsuit. There was discussion amongst the Council members and they all agreed that some type of action would need to take place.

City Attorney, David Anderson, went through several options and it was decided that City Clerk, Nicky, would reach out to Janelle Kendall, the County prosecutor and also to the County Sheriff to determine if/how they would assist the City with the violations.

Dave Anderson will look into reaching out to the national flood insurance program to request denial of flood insurance for Eric, and formally reaching out to the DNR.

Travis shared Nicky Lahr's annual review. Eric made a motion to approve a pay increase from step J3 to J4. Jayme seconded the motion and it passed with all in favor.

Randy Schmidt wanted to bring forward a few properties in town that were in violation of City ordinance. He was informed that formal letters have gone out to several and more follow-up on these properties would happen at the next regular meeting.

Jayme made a motion to adjourn the meeting at 6:58 p.m. Seth seconded the motion, and it passed with all in favor.

Signed:

Nicky Lahr _____

City Clerk-Treasurer, Holdingsford

CITY OF HOLDINGFORD

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July 2025

Account Summary

Beginning Balance on 7/1/2025	\$679,441.69	Cleared	\$790,843.23
+ Receipts/Deposits	\$299,205.09	Statement	\$790,843.23
- Payments (Checks and Withdrawals)	\$187,803.55	Difference	\$0.00
Ending Balance as of 7/31/2025	\$790,843.23		

Cash Balance

Active 101-10100 General Fund	\$120,765.02	Beginning Balance	\$679,441.69
Active 102-10100 Fire Fund	\$131,851.54	+ Total Deposits	\$300,476.84
Active 301-10100 General Debt Fund	\$23,669.93	- Checks Written	\$192,884.28
Active 302-10100 EDU Water-Sewer-Street Project	\$226,696.90	Check Book Balance	\$787,034.25
Active 306-10100 GO Equipment Certificate	\$0.00	Difference	\$0.00
Active 311-10100 TIF Dist 1 Housing	\$77.86		
Active 313-10100 TIF Dist 3 Two Rivers	-\$993.20		
Active 314-10100 TIF Dist 4 Berkon-Erythg Signs	\$0.00		
Active 401-10100 General Reserve	\$119,865.87		
Active 402-10100 Main Street Project	\$45,589.30		
Active 403-10100 Fire Dept Capital	\$74,133.09		
Active 404-10100 Parks Capital	\$5,213.75		
Active 405-10100 Maintenance Capital	\$3,225.10		
Active 406-10100 Magnifi Financial	\$96.16		
Active 601-10100 Water Fund	\$38,224.35		
Active 602-10100 Sewer Fund	-\$96,845.70		
Active 603-10100 Refuse Fund	\$5,656.18		
Active 604-10100 Liquor Fund	\$6,595.71		
Active 605-10100 USDA Rural Water Reserve	\$83,212.39		
Cash Balance	\$787,034.25		

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Check Nbr	Vendor Name	Check Date	Amount	Cleared This Month	Amount Not Cleared	Partially Cleared Last Month
Deposit	Muni 6.30.25	7/2/2025	(\$432.75)	(\$432.75)	-	-
Deposit	Muni CC 6.30.25	7/2/2025	(\$125.00)	(\$125.00)	-	-
Deposit	20250703E000	7/6/2025	(\$733.84)	(\$733.84)	-	-
Deposit	20250701E000	7/6/2025	(\$815.67)	(\$815.67)	-	-
Deposit	20250708BANK0	7/8/2025	(\$4,711.11)	(\$4,711.11)	-	-
Deposit	20250706E000	7/8/2025	(\$78.11)	(\$78.11)	-	-
Deposit	20250703E010	7/8/2025	(\$157.82)	(\$157.82)	-	-
Deposit	Muni 7.1.25	7/8/2025	(\$600.75)	(\$600.75)	-	-
Deposit	Muni 7.2.25	7/8/2025	(\$580.72)	(\$580.72)	-	-
Deposit	Muni CC 7.2.25	7/8/2025	(\$478.75)	(\$478.75)	-	-
Deposit	Muni 7.3.25	7/8/2025	(\$576.50)	(\$576.50)	-	-
Deposit	070825REC	7/8/2025	(\$781.25)	(\$781.25)	-	-
Deposit	Muni 7.4.25	7/8/2025	(\$436.25)	(\$436.25)	-	-
Deposit	Muni CC 7.4.25	7/8/2025	(\$234.25)	(\$234.25)	-	-
Deposit	Muni 7.5.25	7/8/2025	(\$500.00)	(\$500.00)	-	-
Deposit	Muni CC 7.5.25	7/8/2025	(\$228.00)	(\$228.00)	-	-
Deposit	Muni 7.7.25	7/8/2025	(\$392.75)	(\$392.75)	-	-
Deposit	Muni CC 7.7.25	7/8/2025	(\$193.50)	(\$193.50)	-	-
Deposit	Deposit 7.9.25	7/8/2025	(\$48,182.87)	(\$48,182.87)	-	-
Deposit	20250706E010	7/9/2025	(\$583.48)	(\$583.48)	-	-
Deposit	20250706E020	7/9/2025	(\$113.02)	(\$113.02)	-	-
Deposit	20250714BANK0	7/14/2025	(\$4,648.18)	(\$4,648.18)	-	-
Deposit	Deposit 7.17.25	7/14/2025	(\$4,220.00)	(\$4,220.00)	-	-
Deposit	20250714E000	7/15/2025	(\$664.85)	(\$664.85)	-	-
Deposit	20250709E000	7/15/2025	(\$301.26)	(\$301.26)	-	-
Deposit	20250715E000	7/17/2025	(\$116.05)	(\$116.05)	-	-
Deposit	20250714E020	7/17/2025	(\$155.74)	(\$155.74)	-	-
Deposit	20250714E010	7/17/2025	(\$40.00)	(\$40.00)	-	-
Deposit	Deposit 7.24.25	7/17/2025	(\$25.00)	(\$25.00)	-	-
Deposit	20250717E000	7/18/2025	(\$465.97)	(\$465.97)	-	-
Deposit	20250721BANK0	7/21/2025	(\$8,718.42)	(\$8,718.42)	-	-
Deposit	20250721E000	7/22/2025	(\$96.78)	(\$96.78)	-	-
Deposit	20250718E000	7/22/2025	(\$350.32)	(\$350.32)	-	-
Deposit	20250723BANK0	7/23/2025	(\$1,349.11)	(\$1,349.11)	-	-
Deposit	20250722E000	7/23/2025	(\$279.89)	(\$279.89)	-	-
Deposit	20250721E030	7/23/2025	(\$2,445.71)	(\$2,445.71)	-	-
Deposit	20250721E020	7/23/2025	(\$352.11)	(\$352.11)	-	-
Deposit	20250721E010	7/23/2025	(\$6,873.95)	(\$6,873.95)	-	-
Deposit	20250723A005	7/28/2025	\$0.00	-	-	-
Deposit	20250723A004	7/28/2025	(\$175.00)	(\$175.00)	-	-
Deposit	20250723A003	7/28/2025	(\$179.52)	(\$179.52)	-	-
Deposit	20250723A002	7/28/2025	(\$39.80)	(\$39.80)	-	-
Deposit	20250723A001	7/28/2025	(\$347.49)	(\$347.49)	-	-
Deposit	20250723A000	7/28/2025	(\$989.56)	(\$989.56)	-	-
Deposit	20250728A000	7/28/2025	\$0.00	-	-	-
Deposit	20250728E010	7/29/2025	(\$511.74)	(\$511.74)	-	-
Deposit	20250728E000	8/1/2025	(\$70.81)	(\$70.81)	-	-
Deposit	20250801E011	8/1/2025	(\$166.62)	(\$166.62)	-	-
Deposit	20250801E010	8/1/2025	(\$251.45)	(\$251.45)	-	-

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10100 NO DESCR

Check Nbr	Vendor Name	Check Date	Amount	Cleared This Month	Amount Not Cleared	Partially Cleared Last Month
Deposit	Muni CC 7.8.25	8/4/2025	(\$188.50)	(\$188.50)	-	-
Deposit	Muni CC 7.1.25	8/4/2025	\$0.00	-	-	-
Deposit	Muni 7.9.25	8/4/2025	(\$400.00)	(\$400.00)	-	-
Deposit	Muni CC 7.9.25	8/4/2025	(\$310.45)	(\$310.45)	-	-
Deposit	Muni 7.10.25	8/4/2025	(\$831.25)	(\$831.25)	-	-
Deposit	Muni CC 7.10.25	8/4/2025	(\$270.75)	(\$270.75)	-	-
Deposit	Muni 7.11.25	8/4/2025	(\$5,642.00)	(\$5,642.00)	-	-
Deposit	Muni CC 7.11.25	8/4/2025	(\$733.25)	(\$733.25)	-	-
Deposit	Muni 7.12.25	8/4/2025	(\$15,258.00)	(\$15,258.00)	-	-
Deposit	Muni CC 7.12.25	8/4/2025	(\$2,494.25)	(\$2,494.25)	-	-
Deposit	Muni 7.14.25	8/4/2025	(\$487.50)	(\$487.50)	-	-
Deposit	Muni CC 7.14.25	8/4/2025	(\$204.75)	(\$204.75)	-	-
Deposit	Muni 7.15.25	8/4/2025	(\$729.00)	(\$729.00)	-	-
Deposit	Muni CC 7.15.25	8/4/2025	(\$243.50)	(\$243.50)	-	-
Deposit	Muni 7.16.25	8/4/2025	(\$2,316.49)	(\$2,316.49)	-	-
Deposit	Muni CC 7.16.25	8/4/2025	(\$87.50)	(\$87.50)	-	-
Deposit	Muni 7.17.25	8/4/2025	(\$433.50)	(\$433.50)	-	-
Deposit	Muni CC 7.17.25	8/4/2025	(\$191.00)	(\$191.00)	-	-
Deposit	Muni 7.18.25	8/4/2025	(\$794.00)	(\$794.00)	-	-
Deposit	Muni CC 7.18.25	8/4/2025	(\$665.25)	(\$665.25)	-	-
Deposit	Muni 7.19.25	8/4/2025	(\$660.75)	(\$660.75)	-	-
Deposit	Muni CC 7.19.25	8/4/2025	(\$411.50)	(\$411.50)	-	-
Deposit	Muni 7.21.25	8/4/2025	(\$365.00)	(\$365.00)	-	-
Deposit	Muni CC 7.21.25	8/4/2025	(\$176.75)	(\$176.75)	-	-
Deposit	Muni 7.22.25	8/4/2025	(\$458.00)	(\$458.00)	-	-
Deposit	Muni CC 7.22.25	8/4/2025	(\$161.00)	(\$161.00)	-	-
Deposit	Muni 7.23.25	8/4/2025	(\$323.00)	(\$323.00)	-	-
Deposit	Muni CC 7.23.25	8/4/2025	(\$76.75)	(\$76.75)	-	-
Deposit	Muni 7.24.25	8/4/2025	(\$454.00)	(\$454.00)	-	-
Deposit	Muni CC 7.24.25	8/4/2025	(\$726.00)	(\$726.00)	-	-
Deposit	Muni 7.25.25	8/4/2025	(\$559.00)	(\$559.00)	-	-
Deposit	Muni CC 7.25.25	8/4/2025	(\$674.25)	(\$674.25)	-	-
Deposit	Muni 7.26.25	8/4/2025	(\$435.00)	(\$435.00)	-	-
Deposit	Muni CC 7.26.25	8/4/2025	(\$452.00)	(\$452.00)	-	-
Deposit	Muni 7.28.25	8/4/2025	(\$186.50)	-	(\$186.50)	-
Deposit	Muni CC 7.28.25	8/4/2025	(\$92.50)	(\$92.50)	-	-
Deposit	Muni 7.29.25	8/4/2025	(\$441.00)	-	(\$441.00)	-
Deposit	Muni CC 72925	8/4/2025	(\$178.00)	(\$178.00)	-	-
Deposit	Muni 7.30.25	8/4/2025	(\$314.50)	-	(\$314.50)	-
Deposit	Muni CC 7.30.25	8/4/2025	(\$333.75)	-	(\$333.75)	-
Deposit	Muni 7.31.25	8/4/2025	(\$502.50)	-	(\$502.50)	-
Deposit	Muni CC 73125	8/4/2025	(\$113.50)	-	(\$113.50)	-
Deposit	July25ElectReciept	8/4/2025	(\$161,551.29)	(\$161,551.29)	-	-
Deposit	Muni CC 7.1.25.1	8/4/2025	(\$228.25)	(\$228.25)	-	-
Deposit	Muni 7.8.25	8/5/2025	\$620.00	-	\$620.00	-
Deposit	Muni 7.8.25.1	8/5/2025	(\$620.00)	(\$620.00)	-	-
Deposit	July25 Score grant	8/5/2025	(\$3,284.50)	(\$3,284.50)	-	-
Deposit	Interest July 2025	8/5/2025	(\$264.89)	(\$264.89)	-	-
001105E	PERA	6/11/2025	\$0.00	-	-	-

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Check Nbr	Vendor Name	Check Date	Amount	Cleared This Month	Amount Not Cleared	Partially Cleared Last Month
001124E	EMPOWER HCSP	6/26/2025	\$291.33	\$291.33	-	-
001134E	PERA	7/9/2025	\$0.00	-	-	-
001135E	MN DEPARMENT OF REVENUE	7/9/2025	\$0.00	-	-	-
001136E	IRS	7/9/2025	\$0.00	-	-	-
001137E	PAYCHEX	7/9/2025	\$0.00	-	-	-
001138E	EMPOWER HCSP	7/9/2025	\$0.00	-	-	-
001139E	HEALTH EQUITY	7/9/2025	\$0.00	-	-	-
001140E	City of Holdingford	7/9/2025	\$9,386.00	\$9,386.00	-	-
001141E	VOYA	7/21/2025	\$599.18	\$599.18	-	-
001142E	HEALTH EQUITY	7/21/2025	\$693.59	\$693.59	-	-
001143E	PERA	7/21/2025	\$1,751.64	\$1,751.64	-	-
001144E	PAYCHEX	7/22/2025	\$280.08	\$280.08	-	-
001145E	MN DEPARMENT OF REVENUE	7/22/2025	\$731.08	\$731.08	-	-
001146E	IRS	7/22/2025	\$3,608.97	\$3,608.97	-	-
001149E	EMPOWER HCSP	7/22/2025	\$317.32	\$317.32	-	-
001150E	Health Equity	7/22/2025	\$693.59	\$693.59	-	-
001151E	IRS	7/22/2025	\$3,069.71	\$3,069.71	-	-
001152E	MN DEPARMENT OF REVENUE	7/22/2025	\$599.08	\$599.08	-	-
001153E	PAYCHEX	7/22/2025	\$316.91	\$316.91	-	-
001154E	PERA	7/22/2025	\$1,775.57	\$1,775.57	-	-
001147E	City of Holdingford	7/23/2025	\$10,737.65	\$10,737.65	-	-
001148E	MN DEPARMENT OF REVENUE	7/23/2025	\$2,138.00	\$2,138.00	-	-
001155E	AMAZON	7/30/2025	\$202.84	\$202.84	-	-
001156E	Banyon Data	7/30/2025	\$3,490.00	\$3,490.00	-	-
001157E	DOLLAR GENERAL	7/30/2025	\$43.00	\$43.00	-	-
001158E	FILPRO CORPORATION	7/30/2025	\$352.80	-	\$352.80	-
001159E	FINKEN	7/30/2025	\$25.45	\$25.45	-	-
001160E	FLEET FARM	7/30/2025	\$78.08	\$78.08	-	-
001161E	HOME DEPOT	7/30/2025	\$159.00	\$159.00	-	-
001162E	KASEYA	7/30/2025	\$200.00	\$200.00	-	-
001163E	MCFOA	7/30/2025	\$50.00	\$50.00	-	-
001164E	MENARDS	7/30/2025	\$258.40	\$258.40	-	-
001165E	Neopost INC	7/30/2025	\$660.00	\$660.00	-	-
001166E	NUVEI	7/30/2025	\$307.00	\$307.00	-	-
001167E	SHIFT4	7/30/2025	\$432.07	\$432.07	-	-
001168E	SPS Works	7/30/2025	\$136.10	\$136.10	-	-
001169E	Postmaster	7/30/2025	\$0.00	-	-	-
001170E	VERSA BANK	7/30/2025	\$4.00	\$4.00	-	-
001171E	Postmaster	8/4/2025	\$31.01	\$31.01	-	-
001172E	FILPRO CORPORATION	8/5/2025	\$25.00	-	\$25.00	-
037330	Andy Bartkowicz	6/9/2022	\$109.43	-	\$109.43	-
039849	MSFDA	2/10/2025	\$168.00	\$168.00	-	-
039877	HAMANN, JUSTIN	2/26/2025	\$20.93	-	\$20.93	-
040085	Nicole Lahr	5/14/2025	\$109.21	\$109.21	-	-
040097	ABDO	5/21/2025	\$0.00	-	-	-
040141	Tidy Tina's	6/11/2025	\$1,397.00	\$1,397.00	-	-
040152	ABDO	6/25/2025	\$1,265.00	\$1,265.00	-	-
040153	AFSCME Council 65	6/25/2025	\$60.06	\$60.06	-	-
040154	Andersen Excavating of Central	6/25/2025	\$150.00	\$150.00	-	-

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10100 NO DESCR

Check Nbr	Vendor Name	Check Date	Amount	Cleared This Month	Amount Not Cleared	Partially Cleared Last Month
040155	Bernick's Pepsi-Cola	6/25/2025	\$1,079.49	\$1,079.49	-	-
040156	C&L Distributing	6/25/2025	(\$196.85)	(\$196.85)	-	-
040156	C & L Distributing, Inc	6/25/2025	\$196.85	\$196.85	-	-
040157	CenturyLink	6/25/2025	\$75.64	\$75.64	-	-
040158	Dahlheimer Beverage	6/25/2025	\$82.45	\$82.45	-	-
040159	Granite City Jobbing Co	6/25/2025	\$435.17	\$435.17	-	-
040160	Harry's Frozen Foods	6/25/2025	\$90.25	\$90.25	-	-
040161	Hawkins, Inc	6/25/2025	\$130.00	\$130.00	-	-
040162	HIGGINS, ANDY	6/25/2025	\$41.66	-	\$41.66	-
040163	Holdingford Chamber of Commerc	6/25/2025	\$550.00	\$550.00	-	-
040165	Johnson Brothers Liquor Co.	6/25/2025	\$728.45	\$728.45	-	-
040166	Nelson Sanitation & Rental, In	6/25/2025	\$1,225.90	\$1,225.90	-	-
040167	NEXTERA ENERGY	6/25/2025	\$4,186.96	\$4,186.96	-	-
040169	Shift Technologies, Inc	6/25/2025	\$550.20	\$550.20	-	-
040170	Sysco Western MN	6/25/2025	\$918.57	\$918.57	-	-
040171	TOSHIBA AMERICA BUSINESS SOLUTI	6/25/2025	\$160.73	\$160.73	-	-
040172	VESTIS (CITY HALL)	6/25/2025	\$47.00	\$47.00	-	-
040173	Viking Coca-Cola Bottling Comp	6/25/2025	\$211.15	\$211.15	-	-
040174	ABDO	7/9/2025	\$1,110.00	\$1,110.00	-	-
040175	Albany Chrysler Center, Inc.	7/9/2025	\$48.25	\$48.25	-	-
040176	AUTO VALUE ALBANY	7/9/2025	\$85.05	\$85.05	-	-
040177	BADGER METER	7/9/2025	\$41.47	\$41.47	-	-
040178	Bauman & Associates	7/9/2025	\$29,485.13	\$29,485.13	-	-
040179	Bernick's Pepsi-Cola	7/9/2025	\$107.74	\$107.74	-	-
040180	BLUE CROSS BLUE SHIELD MINNESO	7/9/2025	\$21.74	\$21.74	-	-
040181	Borgmann Disposal Services LLC	7/9/2025	\$14,883.87	\$14,883.87	-	-
040182	Brian Zapzalka	7/9/2025	\$650.00	\$650.00	-	-
040183	C & L Distributing, Inc	7/9/2025	\$6,072.65	\$6,072.65	-	-
040184	Charles Erickson	7/9/2025	\$1,000.00	\$1,000.00	-	-
040185	Customized Fire Rescue Trainin	7/9/2025	\$6,000.00	\$6,000.00	-	-
040186	Dahlheimer Beverage	7/9/2025	\$1,015.50	\$1,015.50	-	-
040187	DANS SPRINKLER SYSTEMS	7/9/2025	\$93.00	\$93.00	-	-
040188	FIRE INSTRUCTION RESCUE EDUCATI	7/9/2025	\$650.00	\$650.00	-	-
040189	GERAD'S OIL CO., INC	7/9/2025	\$493.86	\$493.86	-	-
040190	Gopher State One-Call, Inc	7/9/2025	\$6.75	\$6.75	-	-
040191	Granite City Jobbing Co	7/9/2025	\$839.13	\$839.13	-	-
040192	Harry's Frozen Foods	7/9/2025	\$62.50	\$62.50	-	-
040193	Holdingford Gas and Grocery	7/9/2025	\$214.15	\$214.15	-	-
040194	HOLDINGFORD HARDWARE INC.(NON	7/9/2025	\$543.91	\$543.91	-	-
040195	HOLDINGFORD HARDWARE INC.(TAX	7/9/2025	\$23.04	\$23.04	-	-
040196	HOMMERDING PLUMBING	7/9/2025	\$160.00	\$160.00	-	-
040197	League of MN Cities Insurance	7/9/2025	\$30,253.00	\$30,253.00	-	-
040198	MIDCO (CITY)	7/9/2025	\$196.55	\$196.55	-	-
040199	MIDCO (MUNI)	7/9/2025	\$367.34	\$367.34	-	-
040200	MN PEIP	7/9/2025	\$4,818.18	\$4,818.18	-	-
040201	Southern Glazers of MN	7/9/2025	\$619.25	\$619.25	-	-
040202	Steve Horvath	7/9/2025	\$99.90	\$99.90	-	-
040203	Tidy Tina's	7/9/2025	\$1,397.00	\$1,397.00	-	-
040204	Utility Consultants, Inc.	7/9/2025	\$1,431.21	\$1,431.21	-	-

CITY OF HOLDINGFORD

*Check Reconciliation©

Checking
10100 NO DESCR

Check Nbr	Vendor Name	Check Date	Amount	Cleared This Month	Amount Not Cleared	Partially Cleared Last Month	
040205	VESTIS (CITY HALL)	7/9/2025	\$47.00	\$47.00	-	-	
040206	Viking Coca-Cola Bottling Comp	7/9/2025	\$221.35	\$221.35	-	-	
040207	XCEL ENERGY 51-5655037-5	7/9/2025	\$1,240.25	\$1,240.25	-	-	
040208	XCEL ENERGY 51-5655038-6	7/9/2025	\$1,386.92	\$1,386.92	-	-	
040209	XCEL ENERGY 51-5655041-1	7/9/2025	\$97.54	\$97.54	-	-	
040210	ABDO	7/16/2025	\$740.00	\$740.00	-	-	
040211	Andersen Excavating of Central	7/23/2025	\$150.00	-	\$150.00	-	
040212	BADGER METER	7/23/2025	\$41.73	-	\$41.73	-	
040213	Bernick's Pepsi-Cola	7/23/2025	\$965.21	-	\$965.21	-	
040214	C & L Distributing, Inc	7/23/2025	\$7,688.98	\$7,688.98	-	-	
040215	CENTRAL MCGOWAN, INCORPORATE	7/23/2025	\$76.44	\$76.44	-	-	
040216	Central Minnesota Alarms, Inc.	7/23/2025	\$311.85	-	\$311.85	-	
040217	CenturyLink	7/23/2025	\$75.58	-	\$75.58	-	
040218	Dahlheimer Beverage	7/23/2025	\$215.45	\$215.45	-	-	
040219	ECOLAB PEST ELIMINATION	7/23/2025	\$122.57	\$122.57	-	-	
040220	GENERAL RENTAL CENTER OF ALBA	7/23/2025	\$164.00	-	\$164.00	-	
040221	GERAD'S OIL CO., INC	7/23/2025	\$40.59	\$40.59	-	-	
040222	Gopher State One-Call, Inc	7/23/2025	\$9.45	\$9.45	-	-	
040223	Granite City Jobbing Co	7/23/2025	\$656.23	\$656.23	-	-	
040224	Harry's Frozen Foods	7/23/2025	\$253.00	\$253.00	-	-	
040225	Hawkins, Inc	7/23/2025	\$130.00	\$130.00	-	-	
040226	Hertzberg Community Solar LLC	7/23/2025	\$4,127.80	\$4,127.80	-	-	
040227	MINNESOTA RURAL WATER ASSOCIA	7/23/2025	\$450.00	-	\$450.00	-	
040228	MPCA	7/23/2025	\$1,450.00	\$1,450.00	-	-	
040229	Nelson Sanitation & Rental, In	7/23/2025	\$1,279.00	-	\$1,279.00	-	
040230	NEXTERA ENERGY	7/23/2025	\$2,658.62	\$2,658.62	-	-	
040231	Precise Ice, Inc.	7/23/2025	\$450.00	\$450.00	-	-	
040232	SEH	7/23/2025	\$3,707.50	\$3,707.50	-	-	
040233	Star Publications, LLC	7/23/2025	\$149.00	\$149.00	-	-	
040234	Sysco Western MN	7/23/2025	\$397.71	\$397.71	-	-	
040235	Uline	7/23/2025	\$562.83	-	\$562.83	-	
040236	Utility Consultants, Inc.	7/23/2025	\$1,431.21	\$1,431.21	-	-	
040237	VESTIS (CITY HALL)	7/23/2025	\$47.00	-	\$47.00	-	
040238	VESTIS (MUNI)	7/23/2025	\$73.82	-	\$73.82	-	
040239	Viking Coca-Cola Bottling Comp	7/23/2025	\$732.30	\$732.30	-	-	
040240	XCEL ENERGY 51-5655039-7	7/23/2025	\$309.89	-	\$309.89	-	
040241	Ziegler	7/23/2025	\$295.59	\$295.59	-	-	
35903814	Unknown	9/9/2022	\$100.00	-	\$100.00	-	
			Receipts/Deposits	(\$300,476.84)	(\$299,205.09)	(\$1,271.75)	\$0.00
			Payments/Withdrawal	\$5,080.73	\$187,803.55	\$5,080.73	\$0.00
				Total Deposits			(\$300,476.84)
				Total Checks Written			\$192,884.28
				(Outstanding + Cleared			

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

July 2025

Maintenance Report

- Holdingford days went smooth, Thanks to the Chamber of Commerce for donating 4 more street barricades.
- Swapped another mixer at the WWTP.
- Several rain events caused lots of work at the WWTP flows reached the designed limits. Lift station was overwhelmed also, we bypass pumped into our storage tank to avoid pumping to the river.
- Hawkins Chemical is sending a person to analyze our digesters to help with settling.
- Swept the streets of the City of Upsala

Month	Well #2	Well #3	Total Gallons	Influent Flow	I & I	Precipitation
May	2,120,000	0	2,120,000	2,122,000	2,000	3.45
June	1,889,000	0	1,889,000	2,099,000	210,000	7in
July	2,070,000	0	2,070,000	3,442,000	1,372,000	6.5in

Clerks' Report

Working on 2026 budgeting

Working out some bugs on the online facility rentals. Would like to have photos and a map/overview of the campground to make that process smoother.

Received \$3k from the County Score grant for the cleanup.

Complaints from residents at North High Court:

- Voids in areas of the concrete curbing
- Concrete contractors left garbage
- Scheduling concerns – why didn't it all happen when they originally said, now there are conflict with deliveries and roofing project.
- Large rocks in the topsoil – this was taken care

Complaint left anonymously in dropbox:

- Why does the City allow commercial traffic on residential streets? They should use the county road and Main Street or the alleyway behind main street.
- Why does downtown pollute the air with loud music all day? When you walk toward downtown you go from birds chirping and outdoor sounds to loud annoying music.

**CITY OF HOLDINGFORD
COUNTY OF STEARNS
STATE OF MINNESOTA**

**RESOLUTION 25-8-11-1
Holdingford Dance Team Gambling Permit**

WHEREAS, Holdingford Dance Team has applied for and submitted all necessary paperwork for a lawful gambling permit:

NOW, THEREFORE BE IT RESOLVED that the Holdingford City Council approve Resolution 25-8-11-1 to allow Holdingford Dance Team to hold a Raffle on December 13th, 2025, at the Holdingford High School, 900 5th Street, Holdingford, MN.

Adopted by the Holdingford City Council this 11th day of August, 2025

Attest:

Travis Harlander
Mayor
City of Holdingford

Attest: Nicky Lahr
Clerk-Treasurer
City of Holdingford

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: HOLDINGFORD DANCE TEAM Previous Gambling Permit Number: X- 95386-23-001
Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 88-3109516
Mailing Address: 921 3rd st Po Box 16
City: Holdingsford State: MN Zip: 56340 County: Stearns
Name of Chief Executive Officer (CEO): Jennifer Philippi
CEO Daytime Phone: 320-492-0011 CEO Email: jphilippi220@gmail.com
(permit will be emailed to this email address unless otherwise indicated below)
Email permit to (if other than the CEO): lynne.nienaber@yahoo.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
 Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

A current calendar year Certificate of Good Standing
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division Secretary of State website, phone numbers:
60 Empire Drive, Suite 100 www.sos.state.mn.us
St. Paul, MN 55103 651-296-2803, or toll free 1-877-551-6767

IRS income tax exemption (501(c)) letter in your organization's name
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Holdingsford High School Gym
Physical Address (do not use P.O. box): 900 5th st
Check one:
 City: Holdingsford Zip: 56340 County: Stearns
 Township: _____ Zip: _____ County: _____
Date(s) of activity (for raffles, indicate the date of the drawing): December 13th \$16,000

Check each type of gambling activity that your organization will conduct:
 Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LG220 Application for Exempt Permit

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

COUNTY APPROVAL for a gambling premises located in a township

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Jennifer Phillipi
(Signature must be CEO's signature; designee may not sign)

Date: 8/3/2025

Print Name: Jennifer Phillipi

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

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

PO Box 69
Holdingford, MN 56340

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



The City of Holdingford welcomes your request to make improvements to our community. Please provide the following information with as much detail as possible. You will then be invited to attend the next City Council meeting to answer any questions Councilmembers might have before approving the project.

Date of Application _____

Name: _____

Organization or Affiliation: _____

Contact information:

Phone number _____

Email address _____

Please provide details about the type of project you are requesting and location:

Attach any photos or drawings: Use Back side if needed

What is the projected cost of the project? _____

Will the project be funded by donations or by the City? _____

Will there be future costs, such as upkeep? _____

Who will be responsible for the cost or the labor of upkeep? _____

What is the projected start date of the project? _____

What is the projected end date of the project? _____

Any changes must be brought to the City Council for prior approval

Official Use only: Date Received by in office _____ City Council Meeting date _____ Signature of City Councilmember _____ Date _____
--

Council Members:

Mayor: Eric Berscheid egerscheid.council@holdingfordmn.us | Jayme Opatz jopatz.council@holdingfordmn.us
Seth Young syoung.council@holdingfordmn.us | Tim Winter twinter.council@holdingfordmn.us
Andy Higgins: ahiggins@holdingfordmn.us | Clerk/Treasurer: Nicole Lahr clerk@holdingfordmn.us

