

Agenda for Tuesday, November 11th, 2025  
Holdingford City Council Meeting

Call to Order  
Pledge of Allegiance

Consent Agenda including:

1. Council Minutes from October
2. Financial documents and claims from October

**Guests:** Diane Konsor, retaining wall.

**Department Reports:**

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

**Unfinished/Old Business:**

**New Business:**

Request from FFA alumni to add signs to the City population signs.  
Action: motion  
Holdingford Lions Gambling permit request for a raffle on January 10<sup>th</sup>, 2026 at American Legion  
Approve resolution 25-11-10-1  
Holdingford Knights of Columbus request for a raffle on May 7, 2026 at St. Mary's  
Approve resolution 25-11-10-2  
2026 Fee Schedule  
Approve resolution 25-11-10-3  
2026 certify delinquent utility bills to Stearns County for 2026 taxes  
Approve resolution 25-11-10-4  
Issue raised about walls/paint in dining hall. (possible donation to repaint, no action needed)  
2026 COLA rate for non-union (4% to match union?)  
Action: motion  
Paid Family and Medical Leave  
Action: motion

**Additional Agenda Items:**

Thank you to the Chamber of Commerce for the Fall decorations

**Looking Forward:** City Hall closed Nov 11<sup>th</sup>, 27<sup>th</sup> and 28<sup>th</sup>. Stearns County holding an open house at City Hall Nov. 20<sup>th</sup> 330-5pm for redetermining County Ditch. Dog tags due Dec 31<sup>st</sup>.

**Notices Sent for Past Due Water Bills:**

Adjourn

Work Session agenda:

Annual COLA increase, non-union employees

Paid Family and Medical Leave

2026 fee schedule

Konsor Retaining wall

**Minutes for Well Head protection plan public hearing,  
North High Court Assessment Hearing,  
Holdingford City Council Meeting  
Tuesday, October 14th, 2025.**

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

**Council Members Not in attendance:** Tim Winter

**Others in attendance:** Nicky Lahr, Dave Blommel, Alan Walz, Jolene Leither, Robyn Hoerr, Michael Schmidt, Josh Winter, Rick Winter, Carlena Johnson.

Travis opened the public hearing for the Well Head protection plan amendment at 7:04. Jolene Leither and Robyn Hoerr of the Minnesota Rural Water Association provided a summary of the steps taken to develop the plan. They mentioned that the Minnesota Department of Health has to review and comment and then Nicky can submit it for final approval. There were no comments or questions from the Council or the public. Jayme made a motion to close the hearing at 7:15. Seth seconded the motion and it passed with all in favor.

Travis opened the public hearing for the North High Court assessments at 7:15. Dave Blommel reviewed the project and asked for public feedback. Comments from a resident at 1090 North High Court were read, as she was unable to attend the meeting. Feedback stated that her assessment amount was more than twice the amount that was originally presented. She stated that the cement quality of the curbing was poor. She wanted the Council to be aware that she purchased her current home with less street frontage after a bad past experience with assessments in Holdingford on a corner lot. She also requested that since the assessment was equalized, that the taxes are as well. Dave responded saying that the assessments did change as they were originally going to base the cost on street frontage, but due to a request from a resident at a prior meeting, the council decided to split the cost equally since all residents of the cul-de-sac use the street equally. He mentioned that all cul-de-sacs will be assessed this way on future projects as well. He also said that the cement quality was tested and has a 1-year warranty in case of any issues. Dave handed out FAQ sheets to all present, and reminded everyone that if the homeowners would like to pay the assessment in full to the City Clerk by November 15<sup>th</sup>, that it would not be placed on their property taxes which saves fees and interest. No further comments were made. Eric made a motion to close the hearing at 7:23. Jayme seconded it and the motion passed with all in favor.

Travis called the Council meeting to order at 7:23 p.m. and the pledge of allegiance was recited. Jayme made a motion to approve the consent agenda including the September minutes and financials. Seth seconded the motion and it passed with all in favor.

**Guests:** Josh Winter and Rick Winter were present to discuss ordinance violations at 230 Washington Street. They stated that they received a letter and wanted to know what could be done to avoid fines. They explained that they took care of the grass and weed issue, and also described the extensive work that they did on the inside of the home. Eric explained that the exterior of the property was the issue including the state of the siding and retaining wall. Josh said that he would resume exterior work in the spring. Nicky asked Dave Blommel if he knew of any grants that could assist residents with the repair or replacement of the retaining walls since there were many in town that were failing. Dave said there may be some and we would work on

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

searching for that or low/no interest loans. Seth thanked Josh for coming in to discuss and explained that he would like to see that from more homeowners in the future. Nicky was tasked with reviewing past council minutes to find the determination of lot lines from when the City gave the alley alongside Josh's home, back to the property owners.

Jayne made a motion to approve the Well Head Protection Plan. Seth seconded it and it passed with all in favor.

Eric made a motion to approve the assessments to North High Court as equal payments to each homeowner. Seth seconded the motion and it passed with all in favor.

**Department reports:**

Dave gave the Engineer's report. He presented two bids for test drilling a well at the proposed site near the water tower. Jayme made a motion to approve Cascade drilling & Technical Services due to lower cost and earlier drill schedule of October 27<sup>th</sup>. Eric seconded the motion. Discussion on cost; Dave noted that the upper end could be \$70,000. Motion passed with all in favor.

**Muni report:** Jayme mentioned that the Liquor Store had both a State liquor and a gambling inspection in the last two weeks. They passed both with no issues. Jayme made a motion to hire PT bartender Abby Tensen. Seth seconded, and it passed with all in favor.

**Maintenance, Emergency Manager, and Fire Department Heads were not present, and no updates given.**

**Seth Presented a change from the Land Use Committee.** They would like to have accessory buildings of 200 sf or less be included on the permit application. This would fall under the "remodeling" category with a \$25 fee, and Clerk signature required. They would need to submit site plans with setbacks and include all other accessory buildings on the drawing. Eric made a motion to approve this change. Jayme seconded it and it passed with all in favor.

**Nicky gave the Clerk's report.** She said that the city received an unemployment request from a former employee. She disputed the claim and the State denied their claim. She stated that there was a server failure after a power outage. 3 of the 6 drives failed, however IT was able to get them up and running again. Two replacement drives are on order. She also explained that the drives are of "home use" quality and do not have the life of a commercial server drive.

The push bars on the front doors at City Hall failed, and were replaced. She also mentioned that City Hall would be closed the remainder of the week.

Eric made a motion to accept a donation from the American Legion in the amount of \$57,500.00 and to pay an invoice in the same amount to Hanson Paving for the parking lot at Veteran's Park. Seth Seconded the motion. Discussion included having Nicky draft a letter thanking the Legion for the donation, and also letting them know that the Council must pre-approve any donated work in the future. Discussion also included having Steve contact Hanson Paving and Omann Brothers to pave the area between the parking lot and the road, preferably this year yet, up to \$10,000. The motion passed with all in favor. The council also asked Steve to ask Omann to come back to redo the patchwork from the Water Main break. The driveway that was repaired needs to be saw cut back and repaved. This does not need to take place until spring.

**Unfinished/Old Business:** Nicky asked the council how to proceed with the properties that received letters/citations for ordinance violations, but did not fix the issues. The Council directed her to send a letter to Minutes are not official until approved by the City Council and signed by the Clerk.

each giving them 15 days from the receipt of the letter to comply or the next violation will be imposed. They also asked to include “daily fines may be applied”. Nicky will work with the City Attorney to investigate implementing daily fines.

Jayme made a motion to approve the final GO Bond resolution. Eric seconded the motion and it passed with all in favor. The bond closing will be on November 3<sup>rd</sup>.

**New Business:** Nicky explained that there used to be 2 garbage cans on Main Street, and she had them removed as they were being used for personal/business use. Complaints were made and the Council asked Nicky to get them back, and to place one by the American Legion and one on the other side of Main Street. Eric made a motion to approve a gambling permit for Holdingford Post Prom. Seth seconded it and it passed with all in favor.

Additional Agenda Items: Eric made a motion to approve the formal acceptance of Corky’s Carwash as-is (no soil testing). Jayme seconded the motion and it passed with all in favor.

Seth made a motion to adjourn the meeting at 8:11 p.m. Jayme seconded and the motion passed with all in favor.

**Looking forward:** Next Council meeting is on Monday November 10<sup>th</sup>. City Hall will be closed October 15- 17, School Board Elections at City Hall on November 4<sup>th</sup>, City Hall Closed November 11<sup>th</sup> for Veterans Day.

Notices were sent for past due water bills: Tawner Cleland, Covered Bridge LLC, Joseph and Lana Doll, Kevin Feia, Roger Jensen, Josh Krueger, Dale Lundberg, and Jared Voudry, Robert keil, Brooklyn McGillivray, Walker Neinaber, Taxton Edens.

Signed:

Nicky Lahr \_\_\_\_\_

City Clerk-Treasurer, Holdingford

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**10100 NO DESCR**

**October 2025**

**Account Summary**

Beginning Balance on 10/1/2025	\$981,023.56	Cleared	\$781,485.95
+ Receipts/Deposits	\$146,273.76	Statement	\$781,485.95
- Payments (Checks and Withdrawals)	\$345,811.37	Difference	\$0.00
Ending Balance as of 10/31/2025	\$781,485.95		

**Cash Balance**

Active 101-10100 General Fund	\$9,745.82	Beginng Balance	\$981,023.56
Active 102-10100 Fire Fund	\$137,475.07	+ Total Deposits	\$149,286.66
Active 301-10100 General Debt Fund	\$23,697.53	- Checks Written	\$361,228.43
Active 302-10100 EDU Water-Sewer-Street Project	\$237,930.88	Check Book Balance	\$769,081.79
Active 306-10100 GO Equipment Certificate	\$0.00	Difference	\$0.00
Active 311-10100 TIF Dist 1 Housing	\$77.96		
Active 313-10100 TIF Dist 3 Two Rivers	-\$1,106.00		
Active 314-10100 TIF Dist 4 Berkon-Erythg Signs	-\$1,500.00		
Active 320-10100 MIF Stainless Kings	\$0.00		
Active 401-10100 General Reserve	\$123,563.37		
Active 402-10100 Main Street Project	\$45,642.46		
Active 403-10100 Fire Dept Capital	\$101,241.41		
Active 404-10100 Parks Capital	\$6,108.84		
Active 405-10100 Maintenance Capital	\$3,228.86		
Active 406-10100 Magnifi Financial	\$96.16		
Active 601-10100 Water Fund	\$61,081.84		
Active 602-10100 Sewer Fund	-\$74,196.12		
Active 603-10100 Refuse Fund	\$6,579.71		
Active 604-10100 Liquor Fund	\$6,104.58		
Active 605-10100 USDA Rural Water Reserve	\$83,309.42		
Cash Balance	\$769,081.79		

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Check Nbr	Vendor Name	Check Date	Amount	Cleared This Month	Amount Not Cleared	Partially Cleared Last Month
Deposit	Muni 7.8.25	8/5/2025	\$620.00	-	\$620.00	-
Deposit	20250826UB0	8/26/2025	(\$25.00)	-	(\$25.00)	-
Deposit	20250826UB1	8/26/2025	(\$1,000.00)	-	(\$1,000.00)	-
Deposit	10.02.25 Deposit	9/25/2025	(\$215.00)	(\$215.00)	-	-
Deposit	Muni CC 9.29.25	10/2/2025	(\$126.50)	(\$126.50)	-	-
Deposit	Muni 9.30.25	10/2/2025	(\$250.75)	(\$250.75)	-	-
Deposit	Muni CC 9.30.25	10/2/2025	(\$147.00)	(\$147.00)	-	-
Deposit	20251002E010	10/6/2025	(\$96.87)	(\$96.87)	-	-
Deposit	20251006BANK0	10/6/2025	(\$4,176.37)	(\$4,176.37)	-	-
Deposit	20251002E011	10/6/2025	(\$166.82)	(\$166.82)	-	-
Deposit	Muni 10.1.25	10/6/2025	(\$621.00)	(\$621.00)	-	-
Deposit	Muni CC 10.1.25	10/6/2025	(\$243.00)	(\$243.00)	-	-
Deposit	Muni 10.2.25	10/6/2025	(\$463.50)	(\$463.50)	-	-
Deposit	Muni CC 10.2.25	10/6/2025	(\$438.75)	(\$438.75)	-	-
Deposit	Muni 10.3.25	10/6/2025	(\$566.75)	(\$566.75)	-	-
Deposit	Muni CC 10.3.25	10/6/2025	(\$467.25)	(\$467.25)	-	-
Deposit	Muni 10.4.25	10/6/2025	(\$726.75)	(\$726.75)	-	-
Deposit	Muni CC 10.4.25	10/6/2025	(\$352.25)	(\$352.25)	-	-
Deposit	Muni 10.5.25	10/6/2025	(\$262.75)	(\$262.75)	-	-
Deposit	Muni CC 10.5.25	10/6/2025	(\$91.00)	(\$91.00)	-	-
Deposit	20251006E000	10/7/2025	(\$208.80)	(\$208.80)	-	-
Deposit	20251006E010	10/8/2025	(\$200.00)	(\$200.00)	-	-
Deposit	10.9.25 Deposit	10/8/2025	(\$400.00)	(\$400.00)	-	-
Deposit	20251007E000	10/9/2025	(\$610.72)	(\$610.72)	-	-
Deposit	20251008E000	10/14/2025	(\$867.30)	(\$867.30)	-	-
Deposit	20251008E001	10/14/2025	(\$209.36)	(\$209.36)	-	-
Deposit	20251014E002	10/15/2025	(\$151.95)	(\$151.95)	-	-
Deposit	20251014E001	10/15/2025	(\$50.00)	(\$50.00)	-	-
Deposit	20251014E000	10/15/2025	(\$16,060.91)	(\$16,060.91)	-	-
Deposit	20251014E010	10/16/2025	(\$167.42)	(\$167.42)	-	-
Deposit	20251014E011	10/16/2025	(\$348.59)	(\$348.59)	-	-
Deposit	Muni 10.6.25	10/17/2025	(\$314.50)	(\$314.50)	-	-
Deposit	Muni CC 10.6.25	10/17/2025	(\$75.75)	(\$75.75)	-	-
Deposit	Muni 10.7.25	10/17/2025	(\$414.75)	(\$414.75)	-	-
Deposit	Muni CC 10.7.25	10/17/2025	(\$82.75)	(\$82.75)	-	-
Deposit	Muni 10.8.25	10/17/2025	(\$350.75)	(\$350.75)	-	-
Deposit	Muni CC 10.8.25	10/17/2025	(\$166.75)	(\$166.75)	-	-
Deposit	Muni 10.9.25	10/17/2025	(\$446.75)	(\$446.75)	-	-
Deposit	Muni CC 10.9.25	10/17/2025	(\$99.00)	(\$99.00)	-	-
Deposit	Muni 10.10.25	10/17/2025	(\$835.25)	(\$835.25)	-	-
Deposit	Muni CC 10.10.25	10/17/2025	(\$461.75)	(\$461.75)	-	-
Deposit	Muni 10.11.25	10/17/2025	(\$593.00)	(\$593.00)	-	-
Deposit	Muni CC 10.11.25	10/17/2025	(\$346.50)	(\$346.50)	-	-
Deposit	Muni 10.12.25	10/17/2025	(\$77.75)	(\$77.75)	-	-
Deposit	Muni CC 10.12.25	10/17/2025	(\$107.75)	(\$107.75)	-	-
Deposit	Muni 10.13.25	10/17/2025	(\$314.25)	(\$314.25)	-	-
Deposit	Muni CC 10.13.25	10/17/2025	(\$21.50)	(\$21.50)	-	-
Deposit	Muni 10.14.25	10/17/2025	(\$602.50)	(\$602.50)	-	-
Deposit	Muni CC 10.14.25	10/17/2025	(\$81.50)	(\$81.50)	-	-

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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 10.15.25	10/17/2025	(\$804.00)	(\$804.00)	-	-
Deposit	Muni CC 10.15.25	10/17/2025	(\$187.75)	(\$187.75)	-	-
Deposit	Muni 10.16.25	10/17/2025	(\$581.75)	(\$581.75)	-	-
Deposit	Muni CC 10.16.25	10/17/2025	(\$142.50)	(\$142.50)	-	-
Deposit	10.21.25 Deposit	10/20/2025	(\$70,479.89)	(\$70,479.89)	-	-
Deposit	20251017E012	10/21/2025	(\$405.84)	(\$405.84)	-	-
Deposit	20251017E011	10/21/2025	(\$107.89)	(\$107.89)	-	-
Deposit	20251017E010	10/21/2025	(\$625.39)	(\$625.39)	-	-
Deposit	20251022BANK6	10/22/2025	(\$170.00)	(\$170.00)	-	-
Deposit	20251022BANK5	10/22/2025	(\$180.82)	(\$180.82)	-	-
Deposit	20251022BANK4	10/22/2025	(\$336.33)	(\$336.33)	-	-
Deposit	20251022BANK3	10/22/2025	(\$7,667.03)	(\$7,667.03)	-	-
Deposit	20251022BANK2	10/22/2025	(\$3,083.59)	(\$3,083.59)	-	-
Deposit	20251022BANK1	10/22/2025	(\$693.09)	(\$693.09)	-	-
Deposit	20251022BANK0	10/22/2025	(\$12,804.69)	(\$12,804.69)	-	-
Deposit	20251022A000	10/24/2025	(\$54.31)	(\$54.31)	-	-
Deposit	20251022A001	10/24/2025	\$0.00	-	-	-
Deposit	Deposit 10.30.25	10/24/2025	(\$670.00)	(\$670.00)	-	-
Deposit	20251027BANK1	10/27/2025	(\$80.68)	(\$80.68)	-	-
Deposit	20251027BANK0	10/27/2025	(\$717.94)	(\$717.94)	-	-
Deposit	20251024E001	10/28/2025	(\$138.41)	(\$138.41)	-	-
Deposit	20251024E000	10/28/2025	(\$660.24)	(\$660.24)	-	-
Deposit	20251028A000	10/28/2025	\$0.00	-	-	-
Deposit	Oct25 Elect Reciepts	10/30/2025	(\$996.50)	(\$996.50)	-	-
Deposit	20251031CC0	10/31/2025	(\$549.92)	-	(\$549.92)	-
Deposit	20251030E000	10/31/2025	(\$219.00)	(\$219.00)	-	-
Deposit	20251030E001	10/31/2025	(\$829.53)	(\$829.53)	-	-
Deposit	20251030E010	11/3/2025	(\$150.00)	(\$150.00)	-	-
Deposit	Muni 10.18.25	11/3/2025	(\$479.25)	(\$479.25)	-	-
Deposit	Muni CC 10.18.25	11/3/2025	(\$258.50)	(\$258.50)	-	-
Deposit	Muni 10.19.25	11/3/2025	(\$124.25)	(\$124.25)	-	-
Deposit	Muni CC 10.19.25	11/3/2025	(\$139.75)	(\$139.75)	-	-
Deposit	Muni 10.20.25	11/3/2025	(\$357.25)	(\$357.25)	-	-
Deposit	Muni CC 10.20.25	11/3/2025	(\$248.00)	(\$248.00)	-	-
Deposit	Muni 10.21.25	11/3/2025	(\$395.25)	(\$395.25)	-	-
Deposit	Muni CC 10.21.25	11/3/2025	(\$67.75)	(\$67.75)	-	-
Deposit	Muni 10.22.25	11/3/2025	(\$283.42)	(\$283.42)	-	-
Deposit	Muni CC 10.22.25	11/3/2025	(\$115.50)	(\$115.50)	-	-
Deposit	Muni 10.23.25	11/3/2025	(\$479.50)	(\$479.50)	-	-
Deposit	Muni CC 10.23.25	11/3/2025	(\$377.00)	(\$377.00)	-	-
Deposit	Muni 10.24.25	11/3/2025	(\$471.25)	(\$471.25)	-	-
Deposit	Muni CC 10.24.25	11/3/2025	(\$360.25)	(\$360.25)	-	-
Deposit	Muni 10.25.25	11/3/2025	(\$892.25)	(\$892.25)	-	-
Deposit	Muni CC 10.25.25	11/3/2025	(\$628.50)	(\$628.50)	-	-
Deposit	Muni 10.26.25	11/3/2025	(\$223.50)	(\$223.50)	-	-
Deposit	Muni CC 10.26.25	11/3/2025	(\$108.50)	(\$108.50)	-	-
Deposit	Muni 10.27.25	11/3/2025	(\$279.25)	(\$279.25)	-	-
Deposit	Muni CC 10.27.25	11/3/2025	(\$34.75)	(\$34.75)	-	-
Deposit	Muni 10.28.25	11/3/2025	(\$420.00)	(\$420.00)	-	-

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10100 NO DESCR

Check Nbr	Vendor Name	Check Date	Amount	Cleared This Month	Amount Not Cleared	Partially Cleared Last Month
Deposit	Muni CC 10.28.25	11/3/2025	(\$105.50)	(\$105.50)	-	-
Deposit	Muni 10.29.25	11/3/2025	(\$514.00)	(\$514.00)	-	-
Deposit	Muni CC 10.29.25	11/3/2025	(\$117.25)	(\$117.25)	-	-
Deposit	Muni 10.30.25	11/3/2025	(\$489.50)	(\$489.50)	-	-
Deposit	Muni CC 10.30.25	11/3/2025	(\$391.50)	-	(\$391.50)	-
Deposit	Muni 10.31.25	11/3/2025	(\$1,115.25)	-	(\$1,115.25)	-
Deposit	Muni CC 10.31.25	11/3/2025	(\$551.25)	-	(\$551.25)	-
Deposit	Interest Oct25	11/4/2025	(\$387.44)	(\$387.44)	-	-
Deposit	Oct25.1 ElectDep	11/4/2025	(\$4.12)	(\$4.12)	-	-
Deposit	Muni 10.17.25	11/4/2025	(\$740.25)	(\$740.25)	-	-
Deposit	Muni CC 10.17.25	11/4/2025	(\$304.75)	(\$304.75)	-	-
Deposit	To Correct Cash	11/4/2025	\$0.02	\$0.02	-	-
001214E	HEALTH EQUITY	9/30/2025	\$693.59	\$693.59	-	-
001215E	VOYA	9/30/2025	\$306.31	\$306.31	-	-
001216E	PAYCHEX	10/3/2025	\$290.16	\$290.16	-	-
001217E	MN DEPARMENT OF REVENUE	10/3/2025	\$551.83	\$551.83	-	-
001218E	IRS	10/3/2025	\$2,858.29	\$2,858.29	-	-
001219E	PERA	10/3/2025	\$1,622.42	\$1,622.42	-	-
001220E	City of Holdingford	10/3/2025	\$8,326.74	\$8,326.74	-	-
001244E	VOYA	10/14/2025	\$301.43	\$301.43	-	-
001245E	PERA	10/14/2025	\$1,629.03	\$1,629.03	-	-
001246E	HEALTH EQUITY	10/14/2025	\$693.59	\$693.59	-	-
001247E	PAYCHEX	10/14/2025	\$286.60	\$286.60	-	-
001248E	IRS	10/14/2025	\$3,088.40	\$3,088.40	-	-
001249E	MN DEPARMENT OF REVENUE	10/14/2025	\$583.21	\$583.21	-	-
001250E	MN DEPARMENT OF REVENUE	10/14/2025	\$2,493.00	\$2,493.00	-	-
001251E	Uline	10/14/2025	\$810.09	\$810.09	-	-
001252E	City of Holdingford	10/27/2025	\$9,136.36	\$9,136.36	-	-
001253E	VOYA	10/28/2025	\$0.00	-	-	-
001254E	IRS	10/28/2025	\$0.00	-	-	-
001255E	HEALTH EQUITY	10/28/2025	\$0.00	-	-	-
001256E	MN DEPARMENT OF REVENUE	10/28/2025	\$0.00	-	-	-
001257E	PAYCHEX	10/28/2025	\$0.00	-	-	-
001258E	VOYA	10/29/2025	\$295.83	\$295.83	-	-
001259E	MN DEPARMENT OF REVENUE	10/29/2025	\$568.71	\$568.71	-	-
001260E	IRS	10/29/2025	\$2,962.41	\$2,962.41	-	-
001261E	PERA	10/29/2025	\$1,637.09	\$1,637.09	-	-
001262E	HEALTH EQUITY	10/29/2025	\$693.59	\$693.59	-	-
001263E	PAYCHEX	10/29/2025	\$226.15	\$226.15	-	-
001264E	City of Holdingford	10/30/2025	\$8,522.72	\$8,522.72	-	-
001265E	AMAZON	10/31/2025	\$154.69	\$154.69	-	-
001266E	FINKEN	10/31/2025	\$7.00	\$7.00	-	-
001267E	KASEYA	10/31/2025	\$200.00	\$200.00	-	-
001268E	MNAWWA	10/31/2025	\$80.00	\$80.00	-	-
001269E	SHIFT4	10/31/2025	\$290.46	\$290.46	-	-
001270E	USPS - UNITED STATES POSTAL SER	10/31/2025	\$192.39	\$192.39	-	-
001271E	VERSA BANK USA	10/31/2025	\$4.00	\$4.00	-	-
001256	PERA	10/29/2025	\$0.00	-	-	-
037330	Andy Bartkovicz	6/9/2022	\$109.43	-	\$109.43	-

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
039877	HAMANN, JUSTIN	2/26/2025	\$20.93	-	\$20.93	-
040337	Two Rivers Enterprise	9/8/2025	\$200,000.00	\$200,000.00	-	-
040365	AFSCME Council 65	10/1/2025	\$115.68	\$115.68	-	-
040366	Andersen Excavating of Central	10/1/2025	\$150.00	\$150.00	-	-
040367	Bernick's Pepsi-Cola	10/1/2025	\$0.00	-	-	-
040368	Brian Zapzalka	10/1/2025	\$650.00	\$650.00	-	-
040369	C & L Distributing, Inc	10/1/2025	\$211.60	\$211.60	-	-
040370	CALIBRATIONS AND CONTROLS, INC.	10/1/2025	\$1,574.50	\$1,574.50	-	-
040371	CenturyLink	10/1/2025	\$75.58	\$75.58	-	-
040372	ECOLAB PEST ELIMINATION	10/1/2025	\$122.57	\$122.57	-	-
040373	Fire Safety USA, INC	10/1/2025	\$54.90	\$54.90	-	-
040374	Granite City Jobbing Co	10/1/2025	\$291.63	\$291.63	-	-
040375	Harry's Frozen Foods	10/1/2025	\$89.25	\$89.25	-	-
040376	Holdingford Fire Relief Assn	10/1/2025	\$200.00	\$200.00	-	-
040377	Kennedy & Graven, Chartered	10/1/2025	\$683.50	\$683.50	-	-
040378	MIKE SCHOLTES REFRIGERATION, IN	10/1/2025	\$275.00	\$275.00	-	-
040379	NEXTERA ENERGY	10/1/2025	\$3,948.28	\$3,948.28	-	-
040380	SEH	10/1/2025	\$57.00	\$57.00	-	-
040381	Sysco Western MN	10/1/2025	\$127.94	\$127.94	-	-
040382	TOSHIBA AMERICA BUSINESS SOLUTI	10/1/2025	\$158.44	\$158.44	-	-
040383	Utility Consultants, Inc.	10/1/2025	\$841.66	\$841.66	-	-
040384	VESTIS (CITY HALL)	10/1/2025	\$47.53	\$47.53	-	-
040385	VESTIS (MUNI)	10/1/2025	\$73.82	\$73.82	-	-
040386	Viking Coca-Cola Bottling Comp	10/1/2025	\$71.70	\$71.70	-	-
040387	XCEL ENERGY 51-5655037-5	10/1/2025	\$1,412.24	\$1,412.24	-	-
040388	XCEL ENERGY 51-5655038-6	10/1/2025	\$123.86	\$123.86	-	-
040389	Bernick's Pepsi-Cola	10/1/2025	\$65.23	\$65.23	-	-
040390	ABDO	10/14/2025	\$1,267.50	\$1,267.50	-	-
040391	Arnolds of St Martin	10/14/2025	\$165.96	\$165.96	-	-
040392	BADGER METER	10/14/2025	\$41.73	\$41.73	-	-
040393	Bernick's Pepsi-Cola	10/14/2025	\$247.15	\$247.15	-	-
040394	BLUE CROSS BLUE SHIELD MINNESO	10/14/2025	\$21.74	\$21.74	-	-
040395	Borgmann Disposal Services LLC	10/14/2025	\$6,037.07	\$6,037.07	-	-
040396	C & L Distributing, Inc	10/14/2025	\$3,547.15	\$3,547.15	-	-
040397	Dahlheimer Beverage	10/14/2025	\$133.80	\$133.80	-	-
040398	Ernst's Locksmith	10/14/2025	\$1,148.37	\$1,148.37	-	-
040399	Gopher State One-Call, Inc	10/14/2025	\$12.15	\$12.15	-	-
040400	Granite City Jobbing Co	10/14/2025	\$310.00	\$310.00	-	-
040401	Gregerson, Rosow, Johnson & Nilan	10/14/2025	\$217.39	\$217.39	-	-
040402	HANSON PAVING	10/14/2025	\$57,500.00	\$57,500.00	-	-
040403	Harry's Frozen Foods	10/14/2025	\$141.50	\$141.50	-	-
040404	Hertzberg Community Solar LLC	10/14/2025	\$3,230.15	\$3,230.15	-	-
040405	Holdingford Gas and Grocery	10/14/2025	\$298.21	\$298.21	-	-
040406	HOLDINGFORD HARDWARE INC.(NON	10/14/2025	\$388.48	\$388.48	-	-
040407	HOLDINGFORD HARDWARE INC.(TAX	10/14/2025	\$11.28	\$11.28	-	-
040408	Johnson Brothers Liquor Co.	10/14/2025	\$7.74	\$7.74	-	-
040409	MIDCO (CITY)	10/14/2025	\$196.38	\$196.38	-	-
040410	MIDCO (MUNI)	10/14/2025	\$367.98	\$367.98	-	-
040411	Minnesota Secretary of State	10/14/2025	\$20.00	\$20.00	-	-

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	
040412	MN PEIP	10/14/2025	\$2,409.09	\$2,409.09	-	-	
040413	PREFERRED FIRE PROTECTION LLC	10/14/2025	\$758.50	\$758.50	-	-	
040414	Star Publications, LLC	10/14/2025	\$366.60	\$366.60	-	-	
040415	STEARNS COUNTY AUDITOR-TREASU	10/14/2025	\$2,250.00	\$2,250.00	-	-	
040416	Tidy Tina's	10/14/2025	\$1,700.00	\$1,700.00	-	-	
040418	VESTIS (CITY HALL)	10/14/2025	\$47.53	\$47.53	-	-	
040419	Viking Coca-Cola Bottling Comp	10/14/2025	\$296.45	\$296.45	-	-	
040420	XCEL ENERGY 51-5655038-6	10/14/2025	\$1,278.68	\$1,278.68	-	-	
040421	XCEL ENERGY 51-5655039-7	10/14/2025	\$317.67	\$317.67	-	-	
040422	XCEL ENERGY 51-5655041-1	10/14/2025	\$147.10	\$147.10	-	-	
040423	AFSCME Council 65	10/29/2025	\$115.68	-	\$115.68	-	
040424	Andersen Excavating of Central	10/29/2025	\$150.00	-	\$150.00	-	
040425	Angela Trulson	10/29/2025	\$600.00	-	\$600.00	-	
040426	Bernick's Pepsi-Cola	10/29/2025	\$209.95	-	\$209.95	-	
040427	Brian Zapzalka	10/29/2025	\$650.00	-	\$650.00	-	
040428	C & L Distributing, Inc	10/29/2025	\$1,376.00	-	\$1,376.00	-	
040429	Central Minnesota Alarms, Inc.	10/29/2025	\$297.00	-	\$297.00	-	
040430	CenturyLink	10/29/2025	\$77.83	-	\$77.83	-	
040431	Dahlheimer Beverage	10/29/2025	\$50.55	-	\$50.55	-	
040432	Everything Signs	10/29/2025	\$360.00	-	\$360.00	-	
040433	Granite City Jobbing Co	10/29/2025	\$525.69	-	\$525.69	-	
040434	Harry's Frozen Foods	10/29/2025	\$80.00	-	\$80.00	-	
040435	Hawkins, Inc	10/29/2025	\$130.00	-	\$130.00	-	
040436	Holdingford Lioness Club	10/29/2025	\$500.00	-	\$500.00	-	
040437	HOMMERDING PLUMBING	10/29/2025	\$160.00	-	\$160.00	-	
040438	Kennedy & Graven, Chartered	10/29/2025	\$1,163.25	-	\$1,163.25	-	
040439	MN Department of Public Safety	10/29/2025	\$20.00	-	\$20.00	-	
040440	MN Fire Service Certification Board	10/29/2025	\$0.00	-	-	-	
040441	NEXTERA ENERGY	10/29/2025	\$3,598.62	-	\$3,598.62	-	
040443	SEH	10/29/2025	\$1,794.90	-	\$1,794.90	-	
040444	STEARNS COUNTY AUDITOR-TREASU	10/29/2025	\$2,100.00	-	\$2,100.00	-	
040445	Sysco Western MN	10/29/2025	\$902.22	-	\$902.22	-	
040446	TOSHIBA AMERICA BUSINESS SOLUTI	10/29/2025	\$177.50	-	\$177.50	-	
040447	TRI-COUNTY HUMANE SOCIETY	10/29/2025	\$100.00	-	\$100.00	-	
040448	VESTIS (CITY HALL)	10/29/2025	\$47.53	-	\$47.53	-	
35903814	Unknown	9/9/2022	\$100.00	-	\$100.00	-	
			Receipts/Deposits	(\$149,286.66)	(\$146,273.76)	(\$3,012.92)	\$0.00
			Payments/Withdrawal	\$15,417.08	\$345,811.37	\$15,417.08	\$0.00
				<b>Total Deposits</b>			(\$149,286.66)
				<b>Total Checks Written</b>			\$361,228.43
				<b>(Outstanding + Cleared</b>			

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

**Oct 2025**

## **Maintenance Report**

- SEH should have our mercury minimization plan done soon
- Plow truck back from DOT inspection-no issues found
- Land applied the biosolids from the WWTP
- Swapped worn tail shaft on mixer at WWTP
- Lift stations cleaned out for winter by Nelsons
- Closed and winterized public bathrooms and sprinkler systems
- Took possession of new Kubota side by side
- Collected copper and lead water samples, no results back yet
- Contacted Omann Bros about patch at 140 2ndSt. They were under the impression we were going to replace the missing curb yet and cut back the driveway then

<b>Month</b>	<b>Well #2</b>	<b>Well #3</b>	<b>Total Gallons</b>	<b>Influent Flow</b>	<b>I &amp; I</b>	<b>Precipitation</b>
August	2,001,000	0	2,001,000	2,572,000	571,000	2.75in
September	2,099,000	0	2,099,000	2,040,000	59,000	1.6 in
October	1,953,000	0	1,953,000	2,105,000	152,000	1.2 in

## **Clerks' Report**

Final budgets are due at the December Meeting

Will set final 2026 levy at December meeting

Fire Dept Payroll is due the first week in December

No increases in health premium rates for 2026

Annual Humane Society contract was submitted

Received funds for Truck bond, and will pay the invoice this week

Received invoice for paving project and will pay this week

Waiting for Kubota invoice

Expecting to receive 2<sup>nd</sup> half of LGA and property taxes in December

2025 audit is scheduled for March 30-April 1<sup>st</sup> with a preliminary meeting on January 12<sup>th</sup>.

## Clerk

---

**From:** Lori Yurczyk <lmyurczyk@gmail.com>  
**Sent:** Tuesday, October 21, 2025 1:47 PM  
**To:** Clerk  
**Subject:** FFA sign

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Nicky,

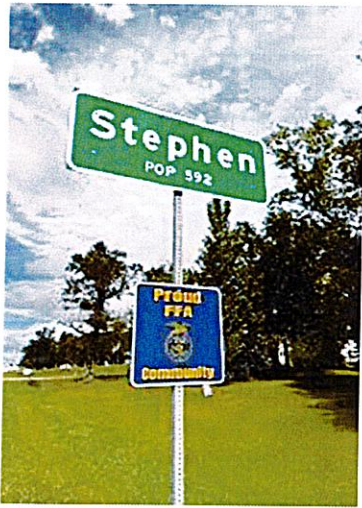
Thank you for visiting with me this morning about adding the FFA Alumni request to the November City Council agenda.

In our conversation I asked if we could seek the City Council approval to place a "Proud FFA Community" sign at the town entrances. The sign is a way to celebrate agricultural education and the achievements of FFA members.

We would propose attaching the 2 foot by 2 foot, weather-resistant sign to the Holdingford population signs located on the major roads coming into Holdingford. (see the examples below) The signs are the FFA blue and yellow colors with the FFA emblem in the middle, and a white border around the perimeter. Each sign has pre-drilled holes to facilitate attaching to the population sign post.

"Proud FFA Community" signs are installed by local FFA chapters to show community pride in the organization. These signs, often placed in town entrances along major roads coming into town, are a way for FFA members to thank the community for its support, promote agricultural education, and build local pride. The signs would be a way for our local FFA chapter to express appreciation for the support we receive from our community. This appreciation of support is especially significant after the recent greenhouse project that the FFA chapter and FFA alumni completed with tremendous community effort and support.

If our request is approved the FFA alumni members would purchase 2 "Proud FFA Community" signs and could hang the signs on the Holdingford population posts.



I will not be able to attend the City Council meeting in November. Can I please ask that you represent this request to the City Council?

If you have questions or need additional information, please contact me.

Sincerely,  
Lori Yurczyk  
Holdingford FFA Alumni Treasurer  
320-249-0696

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: Holdingsford Lions Previous Gambling Permit Number: X-04263  
Minnesota Tax ID Number, if any: X04263-99 Federal Employer ID Number (FEIN), if any: 23-7452687  
Mailing Address: c/o Joe C. 38917 Timber Road  
City: Avon State: MN Zip: 56310 County: Stearns  
Name of Chief Executive Officer (CEO): Clark Sweeney  
CEO Daytime Phone: 605 881 0759 CEO Email: Sweeney.Clark@gmail.com  
(permit will be emailed to this email address unless otherwise indicated below)  
Email permit to (if other than the CEO): jmc@cloudnet.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  
60 Empire Drive, Suite 100  
St. Paul, MN 55103  
Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
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 American Legion

Physical Address (do not use P.O. box): 530 Main Street

Check one:

- City: Holdingsford Zip: 56340 County: Stearns  
 Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): ~~October 2020~~ January 10, 2026

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](http://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: City of Holdingford

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:  Date: 10/23/2025

(Signature must be CEO's signature; designee may not sign)

Print Name: Clark Sweeney

## 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.

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

**RESOLUTION 25-11-10-1  
Holdingford Lions**

WHEREAS, the Holdingford Lions Club 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 25-11-10-1 allowing the Holdingford Lions Club to hold a raffle on January 10<sup>th</sup>, 2026 at Holdingford American Legion.

Adopted by the Holdingford City Council this 10th day of November, 2025.

Attest:

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Travis Harlander  
Mayor  
City of Holdingford

---

Attest: Nicky Lahr  
Clerk-Treasurer  
City of Holdingford

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: Knights of Columbus Council # 9307 St. Isidore
Previous Gambling Permit Number: X-93311-25-012
Minnesota Tax ID Number, if any:
Federal Employer ID Number (FEIN), if any:
Mailing Address: 15122 400th St
City: Avon State: MN Zip: 56310 County: Stearns
Name of Chief Executive Officer (CEO): Duane Kunstleben
CEO Daytime Phone: 320-290-3062 CEO Email: dmkleben@hotmail.com
Email permit to (if other than the CEO):

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
[X] 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
[ ] IRS income tax exemption (501(c)) letter in your organization's name
[ ] IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): All Saints Church/St. Mary's
Physical Address (do not use P.O. box): 311 River St.
City: Holdingford Zip: 56340 County: Stearns
Date(s) of activity (for raffles, indicate the date of the drawing): May 7, 2026

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

**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: Duane Kunstleben Date: 11-7-2025  
(Signature must be CEO's signature; designee may not sign)

Print Name: Duane Kunstleben

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
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**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 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.

<p>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</p>	<p>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-</p>	<p>ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management &amp; 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.</p>
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CITY OF HOLDINGFORD  
COUNTY OF STEARNS  
STATE OF MINNESOTA

RESOLUTION 25-11-10-2  
Gambling Permit – Knights of Columbus

WHEREAS, the Knights of Columbus 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 25-11-10-2 allow The Knights of Columbus to hold a raffle with a total value of approximately \$2,500, on May 7<sup>th</sup>, 2026, at All Saints Church/St. Mary's, 311 River Street Holdingford.

Adopted by the Holdingford City Council this 10th day of November, 2026.

Attest:

\_\_\_\_\_  
Travis Harlander  
Mayor  
City of Holdingford

\_\_\_\_\_  
Attest: Nicky Lahr  
Clerk-Treasurer  
City of Holdingford

CITY OF HOLDINGFORD,  
COUNTY OF STEARNS, MINNESOTA  
Resolution No. 25.11.10.3

**A RESOLUTION AUTHORIZING THE ADOPTION OF THE 2026 FEE SCHEDULE**

**WHEREAS**, the Holdingford City Council has determined to implement an annual fee schedule; and  
**WHEREAS**, The Holdingford City Council presents the following list of fees to implement effective January 1, 2026; and  
**WHEREAS**, by the Holdingford City Council that the fee schedule is to be adopted as follows:

**2026 City of Holdingford Fee Schedule:**

<b>Facility Rentals:</b>	<b>Rate:</b>	<b>Non-Profit Rate:</b>
Community Center (no kitchen) 1-3 hours	\$30.00	\$15.00
Community Center (with Kitchen) 1-3 hours	\$60.00	\$30.00
Community Center Full Day*	\$100 .00	\$50.00
*\$50 refundable deposit required		
Veteran’s Park Shelter Full Day*	\$100.00	\$50.00
*\$50 refundable deposit required		
Camping Site with Electricity	\$35.00	N/A
Camping site, non-electrical Tent only	\$15.00	N/A
 <b>Equipment Rentals:</b>		
Loader with Operator	\$150.00/hour	\$125.00/hour
Plow with Operator	\$125.00	N/A
Maintenance Crew Assistance per person	\$75.00/hour	N/A
Lawn Mowing	\$100.00/hour	N/A
Sweeper or Snowblower with Operator	\$150.00/hour	N/A
 <b>Notary of the Public:</b>	 \$5.00	
 <b>Special Assessment Property Search:</b>	 \$10.00 per property	
 <b>Reimbursable Expenses:</b>		
Mileage	\$ .70/mile	
Meals	With receipt, not to exceed federal per diem	
Training, Conference, Meetings	at cost with receipt	
 <b>Non-Sufficient Funds, Returned Check</b>	 \$30.00	
<b>Non-Sufficient Funds, Re-deposited Check</b>	\$20.00	

**Dog Licenses:****Rate:**

Altered Dog Two-Year tag (excludes registered service dogs) Valid January 1, 2024-December 31, 2025	\$25.00
Non- Altered Dog Two-Year tag (excludes registered service dogs) Valid January 1, 2024-December 31, 2025	\$45.00
Per Month Late fee for renewing after 1/1/24	\$10.00
Penalty for Dog with no license	\$200.00
Fee for transporting dog to Tri-County Humane Society	\$200.00
Fee for Reclaiming dog from Tri-County Humane Society	\$100.00
Fee for Reclaiming dog from City Workers	\$100.00

**Adult Entertainment Fees:**

Non-Refundable Application Fee	\$1,000.00
Yearly License fee, Permit Required	\$10,000.00

**Liquor Licenses:**

On-Sale intoxicating (prorated from July 1 <sup>st</sup> )	\$700.00
Sunday Liquor (prorated from July 1 <sup>st</sup> )	\$200.00
One-Day License	\$35.00
Wine License	\$125.00
Set-up License	\$125.00
Club License	\$300.00
3.2 On-Sale	\$150.00
Fine for failing compliance check *Required City Council Meeting appearance)	\$100.00

**Zoning Fees:**

Variance and Appeals Fees	
*Fee is used for staff time, publication of hearing notice, and postage.	\$250 & \$500 escrow
*Escrow to be used towards engineer and/or attorney fee. Any remaining escrow will be returned.	

**Land Use Permits:**

Remodeling Permit	\$25.00
Small Construction Permit	\$50.00
New Construction or addition Permit	\$250.00
Failure to obtain permit *May require a City Council appearance.	Minimum of double the permit fees.

**City Council Stipend:**

Mayor, per month	\$235.00
Council Member, per month	\$120.00
Additional Meetings	\$30.00

**Fee for calling a Special Meeting** \$250.00

**Election Judge Wages:**

Election Judge, per hour	\$15.00
Head Election Judge, per hour	\$17.00

**Utility Fees (Water, Sewer, Refuse)**

Residential Water, Minimum per month, up to 1000 Gallons	\$14.50
Residential Water, Per Gallon over 1000 Gallons	\$0.009
Residential Sewer, Minimum per month, up to 1000 Gallons	\$23.00
Residential Sewer, Per Gallon over 1000 Gallons	\$0.0165
Residential Sewer Only, Per Month, no water connection	\$38.00
Commercial Water, Minimum per month, up to 1000 Gallons	\$14.50
Commercial Water, Per Gallon over 1000 Gallons	\$0.009
Commercial Sewer, Minimum per month, up to 1000 Gallons	\$23.00
Commercial Sewer, Per Gallon over 1000 Gallons	\$0.0165
School and Churches Water, Minimum per month, up to 1000 Gallons	\$28.00
School and Churches Water, Per Gallon over 1000 Gallons	\$.0125
School and Churches Sewer, Minimum per month, up to 1000 Gallons	\$33.00
School and Churches Sewer, Per Gallon over 1000 Gallons	\$0.0175
Water Hook-up Fees	\$900.00
Sewer Hook-up Fees	\$900.00
Trash 35 Gallon \$13.00, Recycling \$4.50	\$17.50
Trash 65 Gallon \$18.50, Recycling \$4.50	\$23.00
Trash 95 Gallon \$27.50, Recycling \$4.50	\$32.00
Late Fee per month	\$25.00
Reconnection Fee	\$50.00
Snowbird, per month, must contact city clerks before leaving	\$20.00
Equivalent Dwelling Unit per month	\$15.00
Minnesota Department of Health Fees per month	\$0.81
Fee for Assessing Past Due Utilities to Property Taxes	
The higher of the two	\$250 or 15%
Minimum water Usage Other than City	
Per 1000 Gallon for the first 5000 Gallons	\$20.00
Water Usage Other than City, Per 1000 Gallons over 1 <sup>st</sup> 5000 Gallons	\$15.00
Maintenance Assistance, (for Water Usage Other than City only)	\$50.00

**NOW, THEREFORE, BE IT RESOLVED**, by the Holdingford City Council, the 2026 Schedule of fees shall be adopted and effective on January 1, 2026.

Adopted by the Holdingford City Council this 10<sup>th</sup> day of November, 2025.

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Travis Harlander, Mayor

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Attest: Nicky Lahr, City Clerk-Treasurer

**CITY OF HOLDINGFORD  
STEARNS COUNTY, MINNESOTA**

**RESOLUTION NO. 25-11-10-4**

**A RESOLUTION ADOPTING AND CERTIFYING LIENS  
FOR DELINQUENT UTILITIES**

**WHEREAS**, pursuant to proper notice, the City Council has met, heard, and passed upon all objections to the proposed liens for unpaid charges for delinquent utility bills; and

**WHEREAS**, City staff has worked diligently to collect unpaid charges for delinquent utility bills but despite such efforts, certain charges remain unpaid.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Holdingford, Minnesota, as follows:

1. Such proposed liens for unpaid utility charges, as shown on the copy of the certification roll attached hereto and made a part hereof as **Exhibit "A"**, are hereby accepted and shall constitute liens against the lands therein named.
2. Such liens shall be certified to Stearns County for payment in one installment with the 2026 property taxes. A \$6.00 fee will be included by the county for each utility account. A \$250 fee or 15% of the total outstanding amount, whichever is greater, shall be included by the city for each utility account.
3. City staff shall transmit a certified copy of the certification roll to the Stearns County Auditor on or before November 30, 2025, to be extended on the property tax list of Stearns County for the parcels identified therein and such liens shall be certified to and be collected and paid over in the same manner as property taxes due and payable in the year 2026.

Adopted by the City Council of the City of Holdingford on this 10th day of November, 2025.

\_\_\_\_\_  
Travis Harlander  
Mayor  
City of Holdingford

ATTEST:

\_\_\_\_\_  
Nicky Lahr  
Clerk-Treasurer  
City of Holdingford

**EXHIBIT "A"**

First Name	Last Name	Business Name	PIN	amt for lien
				\$
Kevin	Feia		58.33774.0000	2,500.89
			58.33777.0000	\$
Jodi	Leiran			511.29
			58.33546.0000	\$
Joseph & Lana	Doll			1,190.66
				\$
George	Eiden		58.33501.0004	378.08
			58.33568.0000	\$
ERIC	KOHORST			461.14
		ALPHA COMMERCE	58.33765.0001	\$
				8,028.38
				\$
ROGER	JENSEN		58.33642.0000	1,112.76
				\$
LUKE & LYNN	NIENABER		58.33687.0000	446.65
				\$
DALE	LUNDBERG		58.33788.0000	1,160.95
				\$
CHRIS	MOSEL		58.33521.0000	286.00
				\$
KATIE	SEVERSON		58.33521.0000	320.54
				\$
TOM & AMBER	ADELMANN		58.33626.0000	503.76

Total amount to be certified: \$25,250.02

