

Agenda for Monday, April 13th, 2024
Holdingford City Council Meeting
This meeting will also be held remote via Teams

Call to Order
Pledge of Allegiance

Consent Agenda including:

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

Guests: Boy Scouts, looking for no cost rental Aug 12-15 for garage sale fundraiser.
Covered Bridge LLC looking for approval on a “no parking” or “loading zone” area in front of the facility.
Two Rivers Enterprises seeking to update the TIF district
Action Item: Authorization for staff and David Drown Associates to draft an agreement to amend the Current TIF district.

Department Reports:

Land Use Committee Report: Seth Young
Variance for HHS Scoreboard sign
Permit for HHS Scoreboard sign
Variance for Chris Swenson
Permit for Chris Swenson

Maintenance Department Report: Steve Horvath
City Engineer’s Report: Dave Blommel – applied for funding with the State for (2) projects
Liquor Store Report: Amy Opatz
Fire Department Report: Keith Hommerding
Clerk’s Report: Nicky Lahr
Action Item: Approve Clean-up pricing

Unfinished/Old Business:

Ordinance Variance for 521 Main Street
(Needs Super Majority to pass (4 votes) and each council member needs to vote yes or no individually. If voting no, the council member must state why.)
If approved, conditional use permit will need to be filed for public hearing

New Business: Street Closure and Parade permit request for Holdingford Daze

Additional Agenda Items:

Looking Forward: Next meeting is May 11th. City Hall will be closed May 4th-8th for Clerk training. City Cleanup will be May 16th at the HHS parking lot.

Notices Sent for Past Due Water Bills: Joseph & Lana Doll \$78.30, Taxton Edens \$417.93, Kevin Feia \$153.20, Roger Jensen \$796.56, Eric Kohorst \$607.83, Dale Lundberg \$1066.52, Alisha Nutter \$75.78, Jayme Opatz \$61.24, Terry Runge \$81.91

Adjourn

**Minutes for
Holdingford City Council Meeting
Thursday, March 26, 2026.**

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

Others in attendance: Nicky Lahr, Jeff and Sue Burg, Bryan and Meghan Carstensen, Denise Koltes

Travis called the meeting to order at 7:00 p.m. and the pledge of allegiance was recited.

Jeff Burg presented his land use permit to rebuild at 130 Plymouth Street (Holdingford Mill). He explained that the tear-down was going well and some interesting artifacts were found that will be shared with the Historical Society. After reviewing the building plans, Seth made a motion to approve Permit 26-3-17. Tim seconded the motion and it passed with all in favor. Jeff also mentioned that he would be putting in a curb-stop water shutoff, as one does not currently exist on the property.

Eric spoke about the property located at 521 Main Street. He shared that Nicky, after discussing with Robb Berscheid, issued remodeling permit 26-2-12 to Bryan Carstensen, allowing them to remodel the main floor apartment and commercial unit. Eric also said that he had met with the owners, and found the front commercial area too small to put a business in. He told them to stop the remodel until the Council can meet to discuss further. After discussions, it was determined that the council could not consider approval without a variance. Nicky was instructed to discuss the variance procedure with the City Attorney and supply the correct forms, and copies of the ordinance to the property owners.

Eric made a motion to adjourn the meeting at 7:29 p.m. Tim seconded the motion and passed with all in favor.

Signed:

Nicky Lahr _____

City Clerk-Treasurer, Holdingford

Minutes for Holdingford City Council Meeting Monday, March 9th, 2026.

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

Others in attendance: Nicky Lahr, Herman Lansing, Karla Kalla, Holly Rudh, Kim Ebnet, Keith Hommerding, Aaron Rudolph, Tony Stalberger, Justin Spaneir, Adam Achmann, Melanie Odden, Dustin Siegle, Steve Horvath

Travis called the meeting to order at 7:00 p.m. and the Pledge of Allegiance was recited.

Seth made a motion to approve the consent agenda including February minutes and financials documents. Tim seconded the motion and it passed unanimously.

Guests: Holly Rudh from Covered Bridges LLC updated the Council on the changes and updates happening at the facility. They are looking into expanding with areas of different care levels. Holly also mentioned that after receiving a letter from the city, she has been communicating with Keith Hommerding and working out a plan to reduce the number of non-emergency calls. Keith is working with Stearns County dispatch as well to assist with this process.

Department reports:

Fire Department update: Keith said that there have been 49 calls this year to date. He also reported that approximately 1100 people showed up for the annual breakfast fundraiser. He mentioned that the number of people was down slightly, but the donation amount was up. He reported that Matt Panze resigned from the department. He is reviewing 2 possible applicants to replace him. Keith asked the Council if they would consider an increase of \$200 to the City's retirement contribution. Eric made a motion to approve the increase of \$200 to the retirement contribution. Jayme seconded the motion and it passed unanimously. Keith asked about using one of the storage units at the former carwash site. Steve said he would have keys made for them.

Proclamation: Travis presented a proclamation to Keith Hommerding and the entire Fire Department, commending them for the job well done containing the Holdingford Mill Fire. The document was issued to Keith and several Firefighters that were in attendance. Travis also shared that he personally handed out thank you letters to the cities that assisted with the fire.

Land Use: Seth presented one land use permit application for tearing down and rebuilding a home at 770 Riverside Road. He mentioned that they met the setback requirements and would add an additional driveway that would lead into the attached garage. Seth made a motion to approve land use permit 26.2.24. Eric seconded the motion and it passed unanimously. The Ebnetts were also seeking approval for living in a camper during the construction. Eric made a motion to approve this until October. Tim seconded the motion and it passed unanimously.

Eric shared with the council that Nicky issued a permit to the new owners of 521 Main Street under advice of land use committee head, Robb Berscheid allowing them to add a main floor apartment to the unit. Eric found ordinance language stating that there cannot be dwellings on the main floor of buildings that are zoned CB (Central Business) and has scheduled a meeting with the owner on Wednesday 11th. He asked the rest of the council if it would be acceptable to allow them to continue if they are beyond the point of return on their remodel since this was the City's error. They all agreed.

Maintenance report: Steve gave the maintenance report, and shared that he is working on the mercury and chloride minimization plans with the Engineers. He reported that Nelson Excavating removed the root-ball in the sewer by the school. He had the spectrophotometer sent for annual calibration and service and removed the snow pile at City Hall prior to breakfast.

Clerk's report: Nicky reported that the City was issued a \$15,000 grant that is to be used for water projects in the upcoming year. She shared that Michelle Fischbach called to check on the situation after the Mill fire and left her contact information in Minutes are not official until approved by the City Council and signed by the Clerk.

case help is needed. Nicky shared that the health inspector passed the commercial kitchen at City Hall. She also said that the dishwasher was not working and was repaired before the Fire Department breakfast. Final audit will be March 30th-April 1st and all information has been submitted. Nicky gave an update on the property at 130 River Street West. She stated that the owner is working on correcting the issues that the City had presented to him. The Council advised that she asks the lawyer to hold off on the prosecution at this time. Nicky and Amy will be out of the office March 16-20th and Steve will keep an eye on the facility during this time.

New Business: Seth made a motion to approve resolution 26.3.9 approving a gambling permit for the FFA Alumni raffle event to be held on October 14th. Tim seconded the motion and it passed unanimously.

Additional Agenda Items: Eric shared that he has been getting calls from Midco as the City's contract is expected to expire soon. It was determined that the city will move to a month-to-month basis until dates and pricing are quoted from Albany Tel.

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

Notices for Past Due Water Bills: Taxon Edens, Roger Jensen, Nathaniel Posch.

Looking forward: Next Council meeting is April 13th. Board of appeals and equalization is April 7th @ 6pm. City Hall will be closed March 16th-20th. City Wide Cleanup Is May 16th in the High School parking lot.

Signed:

Nicky Lahr _____

City Clerk-Treasurer, Holdingford

CITY OF HOLDINGFORD

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10100 NO DESCR

March 2026

Account Summary

Beginning Balance on 3/1/2026	\$505,660.31	Cleared	\$577,889.96
+ Receipts/Deposits	\$150,730.08	Statement	\$577,889.96
- Payments (Checks and Withdrawals)	\$78,500.43	Difference	\$0.00
Ending Balance as of 3/31/2026	\$577,889.96		

Cash Balance

Active 101-10100 General Fund	-\$18,092.79	Beginng Balance	\$505,660.31
Active 102-10100 Fire Fund	\$146,992.59	+ Total Deposits	\$151,659.83
Active 301-10100 General Debt Fund	\$21,987.15	- Checks Written	\$103,895.98
Active 302-10100 EDU Water-Sewer-Street Project	\$207,611.02	Check Book Balance	\$553,424.16
Active 303-10100 Tax Abatement Berkon	-\$8,566.05	Difference	\$0.00
Active 306-10100 GO Equipment Certificate	\$0.00		
Active 307-10100 2025 GO Equip Bond FD	\$0.00		
Active 311-10100 TIF Dist 1 Housing	\$0.00		
Active 313-10100 TIF Dist 3 Two Rivers	\$0.00		
Active 314-10100 TIF Dist 4 Berkon-Erythg Signs	\$0.00		
Active 320-10100 MIF Stainless Kings	\$6,194.92		
Active 401-10100 General Reserve	\$23,777.81		
Active 402-10100 Main Street Project	\$45,716.99		
Active 403-10100 Fire Dept Capital	\$178,218.16		
Active 404-10100 Parks Capital	\$6,118.81		
Active 405-10100 Maintenance Capital	-\$22,321.14		
Active 406-10100 Magnifi Financial	\$281.51		
Active 601-10100 Water Fund	-\$39,546.25		
Active 602-10100 Sewer Fund	-\$47,692.73		
Active 603-10100 Refuse Fund	\$5,053.91		
Active 604-10100 Liquor Fund	\$21,915.92		
Active 605-10100 USDA Rural Water Reserve	\$25,774.33		
Cash Balance	\$553,424.16		

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Checking
10100 NO DESCR

Check Nbr	Vendor Name	Check Date	Amount	Cleared This Month	Amount Not Cleared	Partially Cleared Last Month
Deposit	Muni CC 2.26.26	3/2/2026	(\$328.00)	(\$328.00)	-	-
Deposit	Muni 2.27.26	3/2/2026	(\$641.00)	(\$641.00)	-	-
Deposit	Muni CC 2.27.26	3/2/2026	(\$463.75)	(\$463.75)	-	-
Deposit	Muni 2.28.26	3/2/2026	(\$1,643.25)	(\$1,643.25)	-	-
Deposit	Muni CC 2.28.26	3/2/2026	(\$833.50)	(\$833.50)	-	-
Deposit	20260302BANK0	3/2/2026	(\$1,293.88)	(\$1,293.88)	-	-
Deposit	3.5.26 Deposit	3/3/2026	(\$10,167.53)	(\$10,167.53)	-	-
Deposit	20260302E003	3/4/2026	(\$132.04)	(\$132.04)	-	-
Deposit	20260302E002	3/4/2026	(\$104.68)	(\$104.68)	-	-
Deposit	20260302E000	3/4/2026	(\$239.00)	(\$239.00)	-	-
Deposit	20260302E001	3/4/2026	(\$90.00)	(\$90.00)	-	-
Deposit	20260304E000	3/5/2026	(\$466.50)	(\$466.50)	-	-
Deposit	20260304E010	3/6/2026	(\$943.04)	(\$943.04)	-	-
Deposit	Muni 3.2.26	3/6/2026	(\$397.00)	(\$397.00)	-	-
Deposit	Muni CC 3.2.26	3/6/2026	(\$54.25)	(\$54.25)	-	-
Deposit	Muni 3.3.26	3/6/2026	(\$295.50)	(\$295.50)	-	-
Deposit	Muni CC 3.3.26	3/6/2026	(\$76.75)	(\$76.75)	-	-
Deposit	Muni 3.4.26	3/6/2026	(\$408.00)	(\$408.00)	-	-
Deposit	Muni CC 3.4.26	3/6/2026	(\$148.75)	(\$148.75)	-	-
Deposit	Muni 3.5.26	3/6/2026	(\$492.25)	(\$492.25)	-	-
Deposit	Muni CC 3.5.26	3/6/2026	(\$158.00)	(\$158.00)	-	-
Deposit	Muni 3.6.26	3/9/2026	(\$1,049.00)	(\$1,049.00)	-	-
Deposit	Muni CC 3.6.26	3/9/2026	(\$540.25)	(\$540.25)	-	-
Deposit	Muni 3.7.26	3/9/2026	(\$874.25)	(\$874.25)	-	-
Deposit	Muni CC 3.7.26	3/9/2026	(\$469.00)	(\$469.00)	-	-
Deposit	20260309E010	3/11/2026	(\$202.28)	(\$202.28)	-	-
Deposit	20260309E000	3/11/2026	(\$360.92)	(\$360.92)	-	-
Deposit	20260309BANK0	3/11/2026	(\$8,175.98)	(\$8,175.98)	-	-
Deposit	3.13.26 Deposit	3/11/2026	(\$38,679.62)	(\$38,679.62)	-	-
Deposit	20260313BANK0	3/13/2026	(\$9,213.55)	(\$9,213.55)	-	-
Deposit	20260323E035	3/23/2026	(\$12,538.64)	(\$12,538.64)	-	-
Deposit	20260323E034	3/23/2026	(\$126.56)	(\$126.56)	-	-
Deposit	20260323E033	3/23/2026	(\$234.09)	(\$234.09)	-	-
Deposit	20260323E032	3/23/2026	(\$211.98)	(\$211.98)	-	-
Deposit	20260323E031	3/23/2026	(\$989.61)	(\$989.61)	-	-
Deposit	20260323E030	3/23/2026	(\$145.39)	(\$145.39)	-	-
Deposit	20260323E105	3/24/2026	(\$7,243.63)	(\$7,243.63)	-	-
Deposit	20260323E104	3/24/2026	(\$265.32)	(\$265.32)	-	-
Deposit	20260323E103	3/24/2026	(\$136.43)	(\$136.43)	-	-
Deposit	20260323E102	3/24/2026	(\$435.41)	(\$435.41)	-	-
Deposit	20260323E101	3/24/2026	(\$3,439.53)	(\$3,439.53)	-	-
Deposit	20260323E100	3/24/2026	(\$188.83)	(\$188.83)	-	-
Deposit	3.25.26 Deposit	3/24/2026	(\$19,015.96)	(\$19,015.96)	-	-
Deposit	20260325E002	3/25/2026	(\$363.40)	(\$363.40)	-	-
Deposit	20260325E001	3/25/2026	(\$344.80)	(\$344.80)	-	-
Deposit	20260325E000	3/25/2026	(\$983.96)	(\$983.96)	-	-
Deposit	20260330BANK3	3/30/2026	(\$201.35)	(\$201.35)	-	-
Deposit	20260330BANK2	3/30/2026	(\$86.98)	(\$86.98)	-	-
Deposit	20260330BANK1	3/30/2026	(\$303.24)	(\$303.24)	-	-

CITY OF HOLDINGFORD

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Checking

10100 NO DESCR

Check Nbr	Vendor Name	Check Date	Amount	Cleared This Month	Amount Not Cleared	Partially Cleared Last Month
Deposit	20260330BANK0	3/30/2026	(\$830.43)	(\$830.43)	-	-
Deposit	Muni 3.9.26	4/6/2026	(\$415.75)	(\$415.75)	-	-
Deposit	Muni CC 3.9.26	4/6/2026	(\$99.00)	(\$99.00)	-	-
Deposit	Muni 3.10.26	4/6/2026	(\$272.25)	(\$272.25)	-	-
Deposit	Muni CC 3.10.26	4/6/2026	(\$122.00)	(\$122.00)	-	-
Deposit	Muni 3.11.26	4/6/2026	(\$592.25)	(\$592.25)	-	-
Deposit	Muni CC 3.11.26	4/6/2026	(\$129.75)	(\$129.75)	-	-
Deposit	Muni 3.12.26	4/6/2026	(\$726.39)	(\$726.39)	-	-
Deposit	Muni 3.13.26	4/6/2026	(\$2,546.39)	(\$2,546.39)	-	-
Deposit	Muni CC 3.13.26	4/6/2026	(\$700.00)	(\$700.00)	-	-
Deposit	Muni 3.14.26	4/6/2026	(\$680.00)	(\$680.00)	-	-
Deposit	Muni CC 3.14.26	4/6/2026	(\$231.25)	(\$231.25)	-	-
Deposit	Muni 3.16.26	4/6/2026	(\$301.50)	(\$301.50)	-	-
Deposit	Muni CC 3.16.26	4/6/2026	(\$94.00)	(\$94.00)	-	-
Deposit	Muni 3.17.26	4/6/2026	(\$282.75)	(\$282.75)	-	-
Deposit	Muni CC 3.17.26	4/6/2026	(\$233.50)	(\$233.50)	-	-
Deposit	Muni 3.18.26	4/6/2026	(\$659.50)	(\$659.50)	-	-
Deposit	Muni CC 3.18.26	4/6/2026	(\$133.50)	(\$133.50)	-	-
Deposit	Muni 3.19.26	4/6/2026	(\$497.50)	(\$497.50)	-	-
Deposit	Muni CC 3.19.26	4/6/2026	(\$157.25)	(\$157.25)	-	-
Deposit	Muni 3.20.26	4/6/2026	(\$484.25)	(\$484.25)	-	-
Deposit	Muni CC 3.20.26	4/6/2026	(\$439.75)	(\$439.75)	-	-
Deposit	Muni 3.21.26	4/6/2026	(\$540.00)	(\$540.00)	-	-
Deposit	Muni CC 3.21.26	4/6/2026	(\$1,154.75)	(\$1,154.75)	-	-
Deposit	Muni 3.23.26	4/6/2026	(\$282.25)	(\$282.25)	-	-
Deposit	Muni CC 3.23.26	4/6/2026	(\$275.00)	(\$275.00)	-	-
Deposit	Muni 3.24.26	4/6/2026	(\$336.00)	(\$336.00)	-	-
Deposit	Muni CC 3.24.26	4/6/2026	(\$28.50)	(\$28.50)	-	-
Deposit	Muni 3.25.26	4/6/2026	(\$432.75)	(\$432.75)	-	-
Deposit	Muni CC 3.25.26	4/6/2026	(\$102.25)	(\$102.25)	-	-
Deposit	Muni 3.26.26	4/6/2026	(\$670.25)	(\$670.25)	-	-
Deposit	Muni CC 3.26.26	4/6/2026	(\$435.75)	(\$435.75)	-	-
Deposit	Muni 3.27.26	4/6/2026	(\$766.25)	(\$766.25)	-	-
Deposit	Muni CC 3.27.26	4/6/2026	(\$210.00)	(\$210.00)	-	-
Deposit	Muni 3.28.26	4/6/2026	(\$663.25)	(\$663.25)	-	-
Deposit	Muni CC 3.28.26	4/6/2026	(\$245.75)	(\$245.75)	-	-
Deposit	Muni 3.30.26	4/6/2026	(\$361.25)	-	(\$361.25)	-
Deposit	Muni CC 3.30.26	4/6/2026	(\$133.50)	-	(\$133.50)	-
Deposit	Muni 3.31.26	4/6/2026	(\$351.00)	-	(\$351.00)	-
Deposit	Muni CC 3.31.26	4/6/2026	(\$84.00)	-	(\$84.00)	-
Deposit	Muni CC 3.12.26	4/7/2026	\$0.00	-	-	-
Deposit	March26 Elect Reciept	4/7/2026	(\$6,843.48)	(\$6,843.48)	-	-
Deposit	Muni CC 3.12.26.1	4/7/2026	(\$592.00)	(\$592.00)	-	-
Deposit	March26 Interest	4/7/2026	(\$217.88)	(\$217.88)	-	-
Deposit	March26Interest.1	4/7/2026	(\$108.38)	(\$108.38)	-	-
001393E	PERA	3/4/2026	\$1,721.04	\$1,721.04	-	-
001394E	PAYCHEX	3/4/2026	\$332.62	\$332.62	-	-
001395E	HEALTH EQUITY	3/4/2026	\$693.59	\$693.59	-	-
001396E	IRS	3/4/2026	\$2,922.91	\$2,922.91	-	-

CITY OF HOLDINGFORD

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10100 NO DESCR

Check Nbr	Vendor Name	Check Date	Amount	Cleared This Month	Amount Not Cleared	Partially Cleared Last Month
001397E	VOYA	3/4/2026	\$308.72	\$308.72	-	-
001398E	MN DEPARMENT OF REVENUE	3/4/2026	\$573.65	\$573.65	-	-
001399E	City of Holdingford	3/4/2026	\$8,640.49	\$8,640.49	-	-
001400E	MN DEPARMENT OF REVENUE	3/4/2026	\$2,360.00	\$2,360.00	-	-
001401E	MN DEPARMENT OF REVENUE	3/23/2026	\$641.17	\$641.17	-	-
001402E	IRS	3/23/2026	\$3,345.70	\$3,345.70	-	-
001403E	PERA	3/23/2026	\$1,832.02	\$1,832.02	-	-
001404E	VOYA	3/23/2026	\$318.20	\$318.20	-	-
001405E	HEALTH EQUITY	3/23/2026	\$693.59	\$693.59	-	-
001406E	PAYCHEX	3/24/2026	\$305.08	\$305.08	-	-
001407E	City of Holdingford	3/25/2026	\$9,817.01	\$9,817.01	-	-
001414E	AMAZON	3/30/2026	\$736.18	\$736.18	-	-
001415E	Borgmann Disposal Services LLC	3/30/2026	\$5,944.70	\$5,944.70	-	-
001416E	FINKEN	3/30/2026	\$25.45	\$25.45	-	-
001417E	KASEYA	3/30/2026	\$200.00	\$200.00	-	-
001418E	MN Unemployment Insurance	3/30/2026	\$2,170.82	\$2,170.82	-	-
001419E	Sam's Club	3/30/2026	\$49.15	\$49.15	-	-
001420E	SHIFT4	3/30/2026	\$317.48	\$317.48	-	-
001421E	USPS - UNITED STATES POSTAL SER	3/30/2026	\$62.75	\$62.75	-	-
001422E	VERSA BANK USA	3/30/2026	\$4.00	\$4.00	-	-
001423E	ZORO	3/30/2026	\$153.73	\$153.73	-	-
039877	HAMANN, JUSTIN	2/26/2025	\$20.93	-	\$20.93	-
040538	Arnolds of St Martin	12/17/2025	\$2,056.28	-	\$2,056.28	-
040648	Charlie Roth	2/4/2026	\$350.00	\$350.00	-	-
040675	Andersen Excavating of Central	2/18/2026	\$300.00	\$300.00	-	-
040678	BLUE CROSS BLUE SHIELD MINNESO	2/18/2026	\$21.74	\$21.74	-	-
040681	Fire Safety USA, INC	2/18/2026	\$378.90	\$378.90	-	-
040684	Harry's Frozen Foods	2/18/2026	\$124.50	\$124.50	-	-
040686	Hertzberg Community Solar LLC	2/18/2026	\$758.28	\$758.28	-	-
040688	KEITH HOMMERDING	2/18/2026	\$35.00	\$35.00	-	-
040689	League of MN Cities	2/18/2026	\$1,160.00	\$1,160.00	-	-
040699	Viking Coca-Cola Bottling Comp	2/18/2026	\$336.15	\$336.15	-	-
040700	VOLUNTEER FF BENEFIT ASSOC OF	2/18/2026	\$240.00	\$240.00	-	-
040701	XCEL ENERGY 51-5655038-6	2/18/2026	\$1,281.90	\$1,281.90	-	-
040703	ABDO	3/4/2026	\$975.00	\$975.00	-	-
040704	AED SMART MONITORING	3/4/2026	\$790.00	\$790.00	-	-
040705	AFSCME Council 65	3/4/2026	\$177.66	\$177.66	-	-
040706	BADGER METER	3/4/2026	\$63.61	\$63.61	-	-
040707	Bernick's Pepsi-Cola	3/4/2026	\$816.19	\$816.19	-	-
040708	Brian Zapzalka	3/4/2026	\$650.00	\$650.00	-	-
040709	C & L Distributing, Inc	3/4/2026	\$1,069.20	\$1,069.20	-	-
040710	CALIBRATIONS AND CONTROLS, INC.	3/4/2026	\$595.00	\$595.00	-	-
040711	Dahlheimer Beverage	3/4/2026	\$228.70	\$228.70	-	-
040712	Dan Lahr	3/4/2026	\$75.00	\$75.00	-	-
040713	Glen Tamm	3/4/2026	\$1,350.00	\$1,350.00	-	-
040714	Granite City Jobbing Co	3/4/2026	\$431.86	\$431.86	-	-
040715	Harry's Frozen Foods	3/4/2026	\$162.50	\$162.50	-	-
040716	Holdingford Gas and Grocery	3/4/2026	\$460.97	\$460.97	-	-
040717	HOLDINGFORD HARDWARE INC.(NON	3/4/2026	\$240.91	\$240.91	-	-

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
040718	Kennedy & Graven, Chartered	3/4/2026	\$78.00	\$78.00	-	-
040719	MIDCO (CITY)	3/4/2026	\$197.14	\$197.14	-	-
040720	Nelson Sanitation & Rental, In	3/4/2026	\$2,100.00	\$2,100.00	-	-
040721	NEXTERA ENERGY	3/4/2026	\$2,389.74	\$2,389.74	-	-
040722	Steve Horvath	3/4/2026	\$75.00	\$75.00	-	-
040723	Sysco Western MN	3/4/2026	\$821.95	\$821.95	-	-
040724	VESTIS (MUNI)	3/4/2026	\$73.82	\$73.82	-	-
040725	XCEL ENERGY 51-5655037-5	3/4/2026	\$3,504.99	\$3,504.99	-	-
040726	XCEL ENERGY 51-5655038-6	3/4/2026	\$856.88	\$856.88	-	-
040727	XCEL ENERGY 51-5655041-1	3/4/2026	\$346.88	\$346.88	-	-
040728	CenturyLink	3/4/2026	\$74.50	\$74.50	-	-
040729	Bernick's Pepsi-Cola	3/11/2026	\$311.80	\$311.80	-	-
040730	BLUE CROSS BLUE SHIELD MINNESO	3/11/2026	\$21.74	\$21.74	-	-
040731	C & L Distributing, Inc	3/11/2026	\$2,171.30	\$2,171.30	-	-
040732	Dakota Supply Group	3/11/2026	\$1,052.46	\$1,052.46	-	-
040733	JIMS SNOWMOBILE AND MARINE INC	3/11/2026	\$1,006.45	\$1,006.45	-	-
040734	MIDCO (MUNI)	3/11/2026	\$17.06	\$17.06	-	-
040735	MPCA	3/11/2026	\$1,450.00	\$1,450.00	-	-
040736	Paul Welch	3/11/2026	\$110.00	\$110.00	-	-
040737	Shift Technologies, Inc	3/11/2026	\$478.08	-	\$478.08	-
040738	Tidy Tina's	3/11/2026	\$475.00	\$475.00	-	-
040739	Utility Consultants, Inc.	3/11/2026	\$1,073.59	\$1,073.59	-	-
040740	VESTIS (CITY HALL)	3/11/2026	\$57.52	\$57.52	-	-
040741	Viking Coca-Cola Bottling Comp	3/11/2026	\$451.80	\$451.80	-	-
040742	AFSCME Council 65	3/25/2026	\$118.44	-	\$118.44	-
040743	Andersen Excavating of Central	3/25/2026	\$495.00	\$495.00	-	-
040744	Appliance Repair Center, Inc.	3/25/2026	\$294.40	-	\$294.40	-
040745	BADGER METER	3/25/2026	\$63.61	-	\$63.61	-
040746	Banyon Data	3/25/2026	\$3,490.00	-	\$3,490.00	-
040747	Bernick's Pepsi-Cola	3/25/2026	\$771.42	-	\$771.42	-
040748	C & L Distributing, Inc	3/25/2026	\$693.45	\$693.45	-	-
040749	CenturyLink	3/25/2026	\$74.50	-	\$74.50	-
040750	CM2 Supply	3/25/2026	\$97.77	-	\$97.77	-
040751	Dahlheimer Beverage	3/25/2026	\$82.45	-	\$82.45	-
040752	ECOLAB PEST ELIMINATION	3/25/2026	\$128.69	-	\$128.69	-
040753	GERAD'S OIL CO., INC	3/25/2026	\$628.15	\$628.15	-	-
040754	Gopher State One-Call, Inc	3/25/2026	\$52.70	-	\$52.70	-
040755	Harry's Frozen Foods	3/25/2026	\$375.50	-	\$375.50	-
040756	Hawkins, Inc	3/25/2026	\$130.00	-	\$130.00	-
040757	Hertzberg Community Solar LLC	3/25/2026	\$1,129.96	-	\$1,129.96	-
040758	MN DEED	3/25/2026	\$1,428.57	-	\$1,428.57	-
040759	MN PEIP	3/25/2026	\$2,376.69	-	\$2,376.69	-
040760	SEH	3/25/2026	\$7,563.49	-	\$7,563.49	-
040761	STEARNS COUNTY AUDITOR-TREASU	3/25/2026	\$400.00	-	\$400.00	-
040762	Sysco Western MN	3/25/2026	\$723.09	\$723.09	-	-
040763	Tony Stalberger	3/25/2026	\$36.40	-	\$36.40	-
040764	TOSHIBA AMERICA BUSINESS SOLUTI	3/25/2026	\$175.82	-	\$175.82	-
040765	VESTIS (CITY HALL)	3/25/2026	\$177.65	-	\$177.65	-
040766	VESTIS (MUNI)	3/25/2026	\$79.94	-	\$79.94	-

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	
040767	Viking Coca-Cola Bottling Comp	3/25/2026	\$382.70	-	\$382.70	-	
040768	XCEL ENERGY 51-5655038-6	3/25/2026	\$1,286.55	-	\$1,286.55	-	
040769	XCEL ENERGY 51-5655039-7	3/25/2026	\$633.42	-	\$633.42	-	
040770	XCEL ENERGY 51-5655040-0	3/25/2026	\$1,489.59	-	\$1,489.59	-	
			Receipts/Deposits	(\$151,659.83)	(\$150,730.08)	(\$929.75)	\$0.00
			Payments/Withdrawal	\$25,395.55	\$78,500.43	\$25,395.55	\$0.00
				Total Deposits			(\$151,659.83)
				Total Checks Written			\$103,895.98
				(Outstanding + Cleared			

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

CITY OF HOLDINGFORD, MINNESOTA

RESOLUTION NO. 26-4-13-2

**A RESOLUTION GRANTING A VARIANCE TO HOLDINGFORD PUBLIC SCHOOLS (ISD 738)
FOR THE INSTALLATION OF A FOOTBALL SCOREBOARD EXCEEDING THE MAXIMUM
SIGN SIZE IN THE R-2 RESIDENTIAL ZONING DISTRICT**

WHEREAS, Holdingford Public Schools (“the Applicant”) has submitted a request for a variance to allow the installation of a new football scoreboard at Holdingford High School, located at 900 5th Street, within the City of Holdingford; and

WHEREAS, the subject property is zoned **R-2 Residential**, which limits signs in residential districts to a maximum of **nine (9) square feet** pursuant to the City of Holdingford Zoning Ordinance; and

WHEREAS, the Applicant proposes to erect a new scoreboard measuring approximately **25 feet in width** and **25 feet 4 inches in height**, which exceeds the allowable sign size within the R-2 District; and

WHEREAS, the proposed scoreboard is intended for use exclusively in conjunction with the school’s athletic facilities and events, and will be located on school grounds in an area historically used for athletic purposes; and

WHEREAS, the City Council finds that the unique characteristics of the property—specifically its long-standing use as a public school and athletic complex—constitute practical difficulties under Minnesota Statutes § 462.357, Subd. 6, as strict application of the sign ordinance would prevent reasonable use of the property for its established public and educational functions; and

WHEREAS, the proposed scoreboard will not alter the essential character of the neighborhood, as the school grounds are an existing institutional use within the R-2 District, and athletic field structures of similar scale are customary and expected in such settings; and

WHEREAS, the variance, if granted, will not impair public health, safety, or welfare, and the City Council finds that the request is consistent with the intent of the zoning ordinance and the City’s comprehensive plan; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Holdingford, Minnesota, that:

1. The variance request submitted by Holdingford Public Schools to allow installation of a scoreboard measuring approximately 25 feet wide and 25 feet 4 inches high is hereby **APPROVED**.

2. The variance permits the scoreboard to exceed the maximum sign size allowed in the R-2 Residential District solely for the purpose of serving the Holdingford High School athletic facilities.
3. This variance is granted subject to the following conditions:
 - o The scoreboard shall be installed in the location presented in the Applicant's site plan dated 04/01/2026.
 - o The scoreboard shall be maintained in good condition and in compliance with all applicable building and electrical codes.
4. This variance applies only to the scoreboard described herein and does not authorize additional signage beyond what is permitted by ordinance or separately approved by the City.

ADOPTED by the City Council of the City of Holdingford, Minnesota, this 13th day of April, 2026.

CITY OF HOLDINGFORD

By: _____ Mayor

Attest: _____ City Clerk

City of Holdingford

For Office Use Only:

Permit # 26-4-1

Permit Effective Dates _____

Parcel ID (PIN) 58.33 511.0000

Received \$ 50-

Application for Land Use Permit

Property Owner Holdingford High School (Gerrity Gerber)

Property Address 900 5th St, Holdingford, MN 56340

Phone Number 320-291-7679

Email address gerrity.gerber@isd738.org

Contractor Name and phone Scenic Sign Corp 320-252-9900

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

Drawings attached

Install scoreboard w/ concrete footings

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

Remodeling Permit. **Clerk Signature Required:** _____

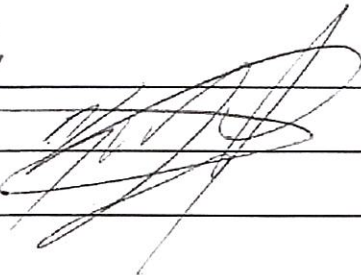
Small Construction Permit. Sign below and continue to page 2

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

Applicant Signature:

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

Owner Signature: 

Contractor's Signature: 

Date: 4/1/20



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

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

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

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

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

Front or width 25' Side or length _____ Height 25' 4"

Number of stories _____ Number of units _____

Total square footage 633.25 Value/Cost of Improvement 245,000

Set back from street (front property line) School property

Set back from side property line _____

Set back from side property line _____

Set back from back property line _____

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

For Office Use Only

Planning and Zoning Chair

Signature _____ Date _____

City Council Member/Mayor

Signature _____ Date _____



CITY OF HOLDINGFORD



www.holdingfordmn.us
320.746.2966

VARIANCE APPLICATION

A. Applicant's Name:

Scenic Sign Corp

Telephone

Home:

Work/Cell: 320-252-9400

B. Address (Street, City, State, ZIP):

PO Box 881, St. Cloud, MN 56302

C. Property Owner's Name (If different from above):

Gerrity Gerber

Telephone

Home:

Work/Cell: 320-297-7679

D. Location of Project:

Holdingford High School football field
900 5th St, Holdingford, MN 56340

E. Legal Description:

20.00 A. E'LY 20A of lot A
Kappers subD

F. Description of Proposed Project:

Install scoreboard at football field

G. Specify the section of the ordinance from which a variance is sought:

Section 13

H. Explain how you wish to vary from the applicable provisions of the ordinance:

I. Please attach a site plan or accurate survey as may be required by ordinance.

J. Please answer the following questions as they relate to your specific variance request:

1. In your opinion, is the variance in harmony with the purposes and intent of the ordinance?

Yes (✓) No () Why or why not?

2. In your opinion, does the proposal put property to use in a reasonable manner?

Yes (✓) No () Why or why not?

3. In your opinion, are there circumstances unique to the property?

Yes () No (✓) Why or why not?

4. In your opinion, will the variance maintain the essential character of the locality?

Yes (✓) No () Why or why not?

The City Council must make an affirmative finding on all of the four criteria listed above in order to grant a variance. The applicant for a variance has the burden of proof to show that all of the criteria listed above have been satisfied.

The undersigned certifies that they are familiar with application fees and other associated costs, and also with the procedural requirements of the City Code and other applicable ordinances.

Applicant's Signature: _____

Date: _____

4/1/20

Owner's Signature: _____

Date: _____

4/1/20

FOR OFFICE USE ONLY:

Date received: _____ Application Fee Paid: _____

Hearing/Meeting Date and Time: _____

Surrounding property owners notified: _____

City Council Action: APPROVED DENIED Date: _____

- Restaurants
- Hotels
- Things to do
- Transit
- Parking
- Pharmacies
- ATMs

Holdingford
 Public Schools
 Recently viewed

120'

808.85 ft

600'

Holdingford
 Football Field

600.00 ft
 400.00 ft
 200.00 ft
 0

Map details

- Transit
- Traffic
- Biking
- Terrain
- Street View
- Wildfires
- Air Quality

Map tools

- Travel time
- Measure

Map type

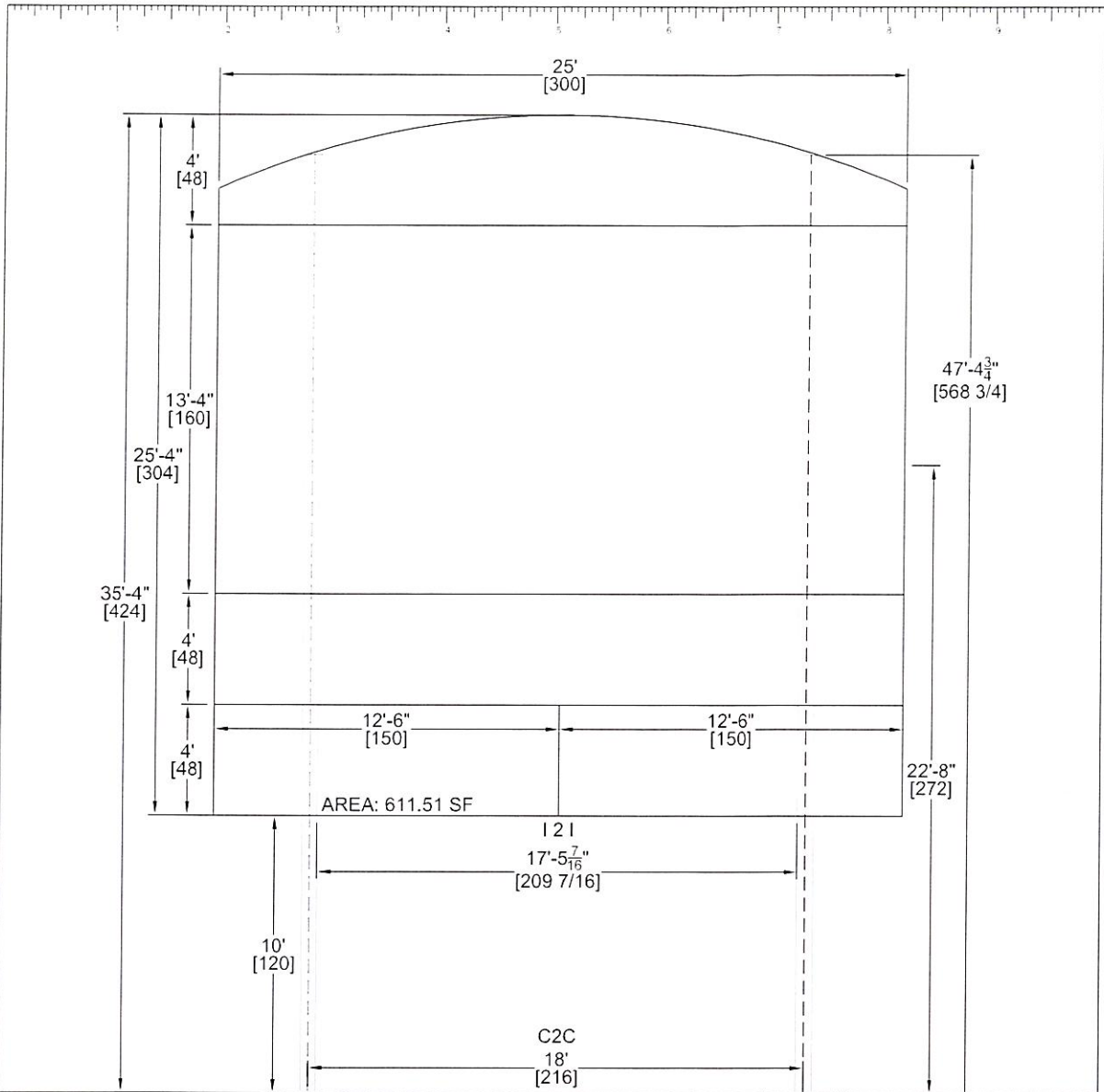
- Default
- Satellite

Globe view
 Labels

Measure distance

Click on the map to add to your path

Total distance: 808.85 ft (246.54 m)



AREA: 611.51 SF

Centroid Height: 22.667 ft
 Sign Area: 611.513 sq ft
 Number of Support Columns: 2
 Steel type: new
 Wind Pressure: 30.000 lbs/ sq ft

Section Modulus: 83.166 per column
 W10 x 77# I-Beams (Wx: 85.9 per column)
 W12 x 65# I-Beams (Wx: 87.9 per column)
 W14 x 61# I-Beams (Wx: 92.2 per column)

Caisson type: Circular
 Base Diameter/Width: 3.000 ft
 Vert. Bearing Soil Pressure: 1500
 Lateral Bearing Soil Pressure: 150
 Est. Sign Weight: 4500.000 lbs
 Est. Column Weight: 4000.000 lbs/each

Footing Depth: 13.500 ft per column
 Valid Footing Diameter: 3.000 ft per column
 Concrete Yards: 2.683 yards per column x 2 = 5.367 yards total

SALESMAN:
JOHN DeZURIK

LOCATION:
HOLDINGFORD, MN

FILE NAME:

SCALE:
 1/4" = 1'-0"
 DATE:
 3/26/26



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HOLDINGFORD-HS-HOLDINGFORD-FOOTBALL-SC-ENG-OPTIONS-V1-2-REVISED Cloud, MN, 56302 (320)252-9400 www.scenicsign.com

*THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 500 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN.

CITY OF HOLDINGFORD



www.holdingfordmn.us
320.746.2966

VARIANCE APPLICATION

A. Applicant's Name:

Chris Swanson

Telephone

Home:

Work/Cell: 701-238-0233

B. Address (Street, City, State, ZIP):

235 Ridge Way Holdingford

C. Property Owner's Name (If different from above):

Tim Berscheid

Telephone

Home:

Work/Cell: 320-249-3971

D. Location of Project:

255 Ridge Way Holdingford

E. Legal Description:

F. Description of Proposed Project:

Split of Lot and then construction of a shed on the portion of the lot that is adjacent to 235 Ridge Way

G. Specify the section of the ordinance from which a variance is sought:

Garage set back from the road

H. Explain how you wish to vary from the applicable provisions of the ordinance:

The shed will fall in line with how other buildings flow in comparison to the street.

I. Please attach a site plan or accurate survey as may be required by ordinance.

J. Please answer the following questions as they relate to your specific variance request:

1. In your opinion, is the variance in harmony with the purposes and intent of the ordinance?

Yes (X) No () Why or why not?

It is on the curve of a cul de sac.

2. In your opinion, does the proposal put property to use in a reasonable manner?

Yes (X) No () Why or why not?

3. In your opinion, are there circumstances unique to the property?

Yes (X) No () Why or why not?

The rounding of the cul de sac and hill make the location of the shed make sense.

4. In your opinion, will the variance maintain the essential character of the locality?

Yes (X) No () Why or why not?

The City Council must make an affirmative finding on all of the four criteria listed above in order to grant a variance. The applicant for a variance has the burden of proof to show that all of the criteria listed above have been satisfied.

The undersigned certifies that they are familiar with application fees and other associated costs, and also with the procedural requirements of the City Code and other applicable ordinances.

Applicant's Signature: C. Swenson Date: 4-5-26

Owner's Signature: Tom Berschke Date: 4-5-26

FOR OFFICE USE ONLY:

Date received: _____ Application Fee Paid: _____

Hearing/Meeting Date and Time: _____

Surrounding property owners notified: _____

City Council Action: APPROVED DENIED Date: _____

City of Holdingford

For Office Use Only:

Permit # 26-4-5
Permit Effective Dates _____
Parcel ID (PIN) 58.33674.0011
Received \$ 250

Application for Land Use Permit

Property Owner Chris Swenson
Property Address 255 Ridge Way Holdingford MN
Phone Number 701-238-0233
Email address chris.swenson1996@gmail.com
Contractor Name and phone _____

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

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

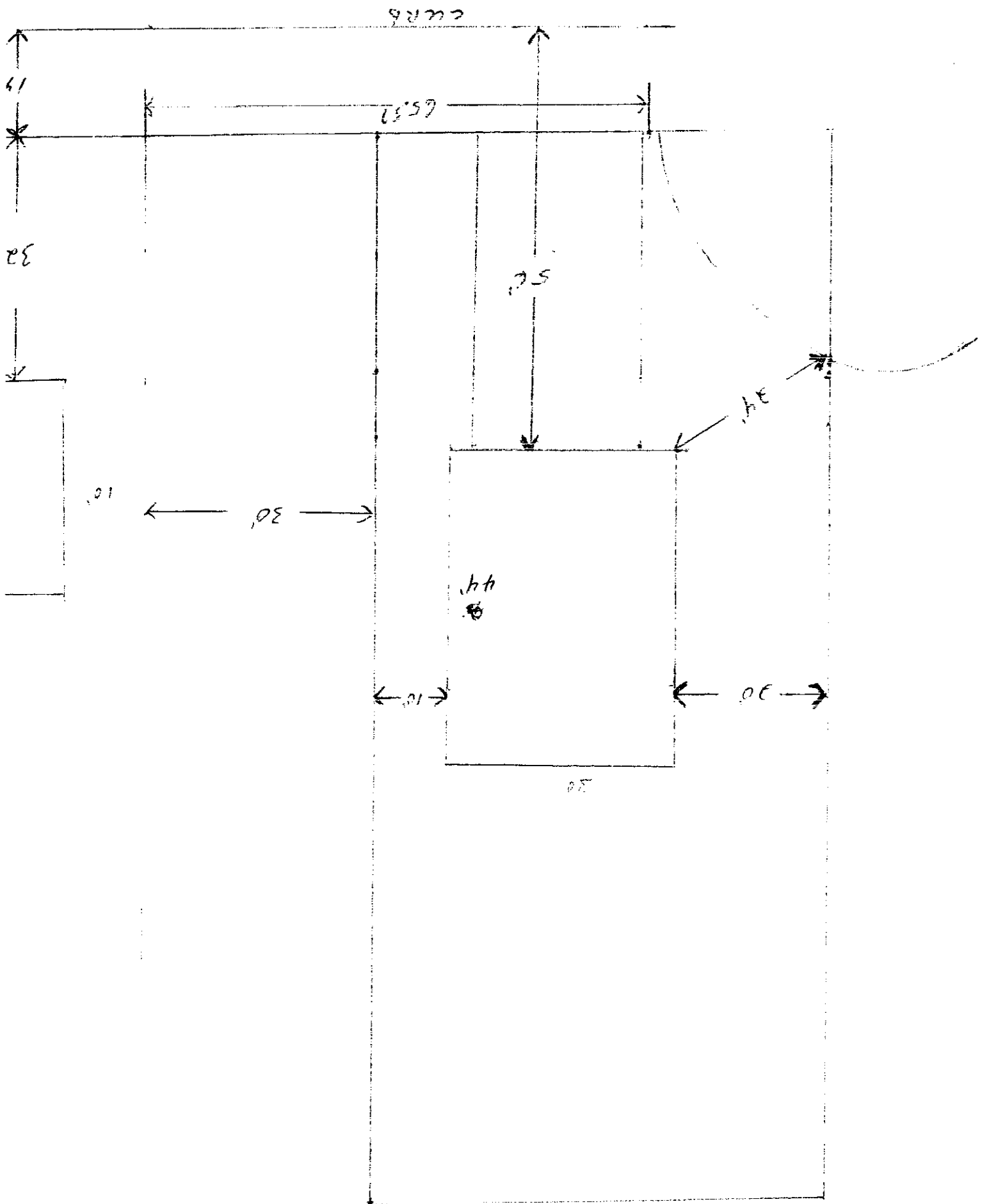
- Remodeling Permit. Clerk Signature Required: _____
- Small Construction Permit. Sign below and continue to page 2
- New Construction or Additions. Sign below and continue to page 2

Applicant Signature:

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

Owner Signature: [Signature]
Contractor's Signature: [Signature]
Date: 4-5-26





CITY OF HOLDINGFORD



www.holdingfordmn.us

320.746.2966

PLANNING & ZONING APPLICATION

Type of Request:

Conditional Use Permit Preliminary Plat
Rezoning Final Plat
Planned Unit Development X Property Division
other

Applicant Tim Bersheid Phone Home Cell 320-249-3971

Address 700 Rivercrest Road Holdingford

Owner (if different from above) Phone

Address

Location of Property 255 Ridge Way Parcel #

Legal Description of Property

Present Zoning Proposed Zoning

Existing Use of Property Empty Lot

Describe the reasons for this request The proposed plan would be to split the lot between adjacent neighbors and then construct a shed

Has the present applicant previously sought to rezone or obtain a conditional use permit?

If so, when? What was requested?

The undersigned certifies that they are familiar with application fees and other associated costs, and also with the procedural requirements of the City Code.

Applicant's Signature Tim Bersheid Date 4/05/26

Owner's Signature Date

A complete legal description of the property and fee must be submitted with this application

FOR OFFICE USE ONLY: Fee paid \$ Date paid Date received: Hearing/Meeting Date: Surrounding property owners notified: City Council Action: APPROVED DENIED Date:

CITY OF HOLDINGFORD, MINNESOTA

RESOLUTION NO. 26-4-13-3

A RESOLUTION GRANTING A VARIANCE TO CHRIS SWENSON, 235 RIDGE WAY, TO ALLOW AN ACCESSORY STRUCTURE TO BE LOCATED FORWARD OF THE PRINCIPAL STRUCTURE IN THE R-1 ZONING DISTRICT

WHEREAS, the City of Holdingford (“the City”) has received an application from Chris Swenson, property owner of 235 Ridge Way, requesting a variance from the requirements of the City Zoning Ordinance related to the placement of accessory buildings; and

WHEREAS, the subject property is zoned R-1 Residential, and Section 3, Subdivision 13 of the Holdingford Zoning Ordinance requires that accessory buildings be located in the side or rear yard, and prohibits placement of accessory structures forward of the principal structure; and

WHEREAS, the Applicant proposes to construct a shed that, due to the unique shape and layout of the lot located within a cul-de-sac, would necessarily be positioned forward of the principal dwelling, thereby violating Subdivision 13(2); and

WHEREAS, the Applicant is in the process of purchasing a portion of the adjacent lot, which is being legally split, with one portion to be sold to the Applicant and the remaining portion to be sold to the neighboring property owner; and

WHEREAS, the proposed shed location and the variance request are dependent upon the successful completion of the land split and legal transfer of property, as the resulting lot configuration is necessary to meet required setbacks and to reasonably accommodate the accessory structure; and

WHEREAS, the City Council finds that the property’s irregular cul-de-sac configuration, limited rear-yard depth, and unique lot geometry create practical difficulties under Minnesota Statutes § 462.357, Subd. 6, because strict enforcement of the ordinance would prevent reasonable accessory use of the property; and

WHEREAS, the City Council further finds that the variance, if conditioned upon completion of the land split, will not alter the essential character of the neighborhood, will not impair public health or safety, and is consistent with the intent of the zoning ordinance; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Holdingford, Minnesota, that:

1. The variance request submitted by Chris Swenson to allow construction of an accessory structure (shed) forward of the principal structure at 235 Ridge Way is hereby APPROVED, contingent upon completion of the land split and legal purchase of the adjoining property as proposed.
2. No land-use permits, building permits, or zoning approvals related to the shed shall be valid until the property split is finalized, recorded, and the Applicant has taken legal ownership of the designated parcel.
3. This variance shall become null and void if the land split and property purchase are not completed within one (1) year of the date of this resolution.
4. This variance is granted based on the unique lot configuration and shall not be considered precedent for properties without similar conditions.

ADOPTED by the City Council of the City of Holdingford, Minnesota, this 13th day of April 2026.

CITY OF HOLDINGFORD

By: _____ Mayor

Attest: _____ City Clerk

March 2026

Maint. Report

- Ordered another tail shaft for a mixer at the WWTP
- Took biosolids samples at the WWTP for analysis prior to land application in May
- Submitted N&N, TKN, TDS and Sulfate samples for MPCA
- Updated the Lead Service Line Inventory for 2026
- Copper and Lead water sample bottles will be out April 20th for 20 residents
- Frost pushed up and disconnected the sewer clean out at 170 Plymouth St. That's the third one...
- Lawn hydrant at ball park, repair or not ??

Month	Well #2	Well #3	Total Gallons	Influent Flow	I & I	Precipitation
January	1,700,000	0	1,700,000	1,608,000	0	3.5 snow
February	1,764,000	120,000	1,866,000	1,531,000	0	2.8 snow
March	1,700,000	0	17,000,000	2,029,000	329,000	4.7 snow/rain

HMLS March 2026

We are even for the year which puts us in a nicer place than last year. We will see a dip with purchases starting for Holdingford Daze. We had a part go out in the freezer resulting in food spoilage. We turned it in to our LMC insurance and were able to recover the cost minus the \$250 deductible which was the price of the service call alone. After speaking with the Health Inspector again it was decided to replace a few parts on the Auto Fry that should help with the issues we have been having. This was the most cost effective and easiest way to start. Parts will be here within the week and will include 3 new filters, door hinges, and rubber seal.

Band and outside bar for HFD is booked as well as entertainment through July. We will be looking for a very part time bartender to hopefully start in late May.

Clerk's Report

Mike from Shift Tech is no longer with them so we will have different IT people assigned to us.

Borgmann's is now supplying bins to the customers that want yard waste pickup. Also, their contract expires in May, 2027 so we will need to bid out the trash service in December/January.

Audit has been very smooth and we should get the report this month.

Working with Dave Blommel and Dave Anderson on Land use items.

Liquor license application came in from the State and are being distributed to the Legion, Art in Motion and Rudolph's.

Citywide Cleanup is May 16th. Who is available to help? Do you want to stick to the same pricing as last year?

VersaBank is changing back to Stearns Bank, unsure of the dates yet.

I will be at my year 3 Clerk's academy May 4th-8th, and will receive my Clerk's Certification.

Met with Albany Tel for installation to all City facilities. Below are the rates that we have been quoted. I will also work with our IT department to see if we can network all of the facilities.

Albany Tel pricing: \$50 per month per facility for 100 Mb
\$9.45 for router rental if needed
(\$178.35 for all 3)

Does not provide internet phone service

Reg phone is \$36/month with free long distance.

Package details for internet TV sent to Muni

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

RESOLUTION NO. 26-4-13-1

A RESOLUTION ADOPTING FINDINGS OF FACT AND APPROVAL FOR A VARIANCE
APPLICATION OF RUMRUNNER VENTURES LLC FOR 521 MAIN ST

PROCEDURAL BACKGROUND

1. RumRunner Ventures LLC (the “Applicant”) is the owner of a parcel of land located 521 Main Street, Holdingford, MN (the “Subject Property”). The Subject Property is Stearns County PIN #58.33576.0005 and is legally described on the attached Exhibit A. The Subject Property is located in the City of Holdingford (the “City”) and zoned C-B, Central Business.
2. The Subject Property contains an existing structure (the “Structure”). On February 12, 2026, a remodel/land use permit was issued by the City to the Applicant allowing the construction of, among other things, a residential dwelling in the rear of the Structure’s main floor. The permit was mistakenly issued to the Applicant because the City’s zoning ordinance makes only the following a conditional use in the C-B district: “Residential dwelling units, *not as a ground floor use.*”
3. Following the City’s discovery of the mistake, but after work began under the permit, the City informed the Applicant of its mistake and requested that the work cease. On March 27, 2026, the Applicant applied to the City of Holdingford (the “City”) for a variance to nevertheless allow the residential dwelling unit on the ground floor of the Structure in a manner consistent with the mistakenly issued permit.
4. On April 13, 2026, the City Council of the City of Holdingford met and heard the details regarding the Applicant’s variance request, as required in the City’s zoning ordinance.

APPLICABLE LAW

1. Variances are governed under Minnesota Statute, section 462.357, subd. 6, which was amended by the Minnesota legislature in 2011 with a revised legal standard that provides that variances may be granted when the applicant establishes that there are practical difficulties in complying with the zoning ordinance. “Practical difficulties,” as used in connection with the granting of a variance, means that (a) the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; (b) the plight of the landowner is due to circumstances unique to the property not created by the landowner; and (c) the variance, if granted, will not alter the essential character of the locality. Additionally, variances should be in harmony with the general purposes and intent of the local ordinance and consistent with any adopted comprehensive plan.

2. Minnesota Statutes, section 462.357, subd. 6 further provides that the City Council “may not permit as a variance any use that is not allowed under the zoning ordinance for property in the zone where the affected person's land is located.” In this case, residential dwelling units are not prohibited in the C-B district but rather are considered a conditional use on non-ground floor levels, which amounts to a location/dimensional requirement because it establishes rules about the specific location of residential dwelling units in the C-B district. For that reason, consideration and approval of the requested variance is not precluded by the aforementioned statutory language.

FINDINGS

1. The requested variance is in harmony with the purposes and intent of the City’s land use controls, as the controls do contemplate residential dwellings in the C-B district.
2. The Applicant does propose to use the property in a reasonable manner. Not only are residential dwelling units contemplated in the C-B district, but the proposed changes to the Structure also provide that the commercial space will continue within the front-facing portion of the Structure’s main floor.
3. There are unique circumstances to the property not created by the Applicant because the Applicant was authorized by the City to perform work on the Structure and to remodel the Structure’s main floor with a residential dwelling unit, as contemplated in this variance application. After that permit was issued, the Applicant began that work and has progressed in that work.
4. The variance will maintain the essential character of the locality as the residential dwelling will be located in the rear of the main floor and not visible to the street frontage along Main Street.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HOLDINGFORD, MINNESOTA AS FOLLOWS:

1. For the above reasons, and based on the entire record before the City Council, the application submitted by RumRunner Ventures LLC for a variance to allow a residential dwelling unit on the main floor of the Structure is hereby approved with the following conditions:
 - a. The approval is limited to the plans submitted by the Applicant, including the site plan attached hereto as Exhibit B, which include the residential dwelling unit only in the rear portion of the Structure’s main floor and maintains the commercial space along the front of the Structure’s main floor.
 - b. The Applicant must also obtain a conditional use permit and follow all City requirements related to such permit, if issued, as residential dwelling units are conditional uses in the C-B zoning district. Nothing in this resolution is intended to grant that approval.

Passed by the City Council of Holdingford, Minnesota this 13th day of April, 2026.

Mayor

Attested:

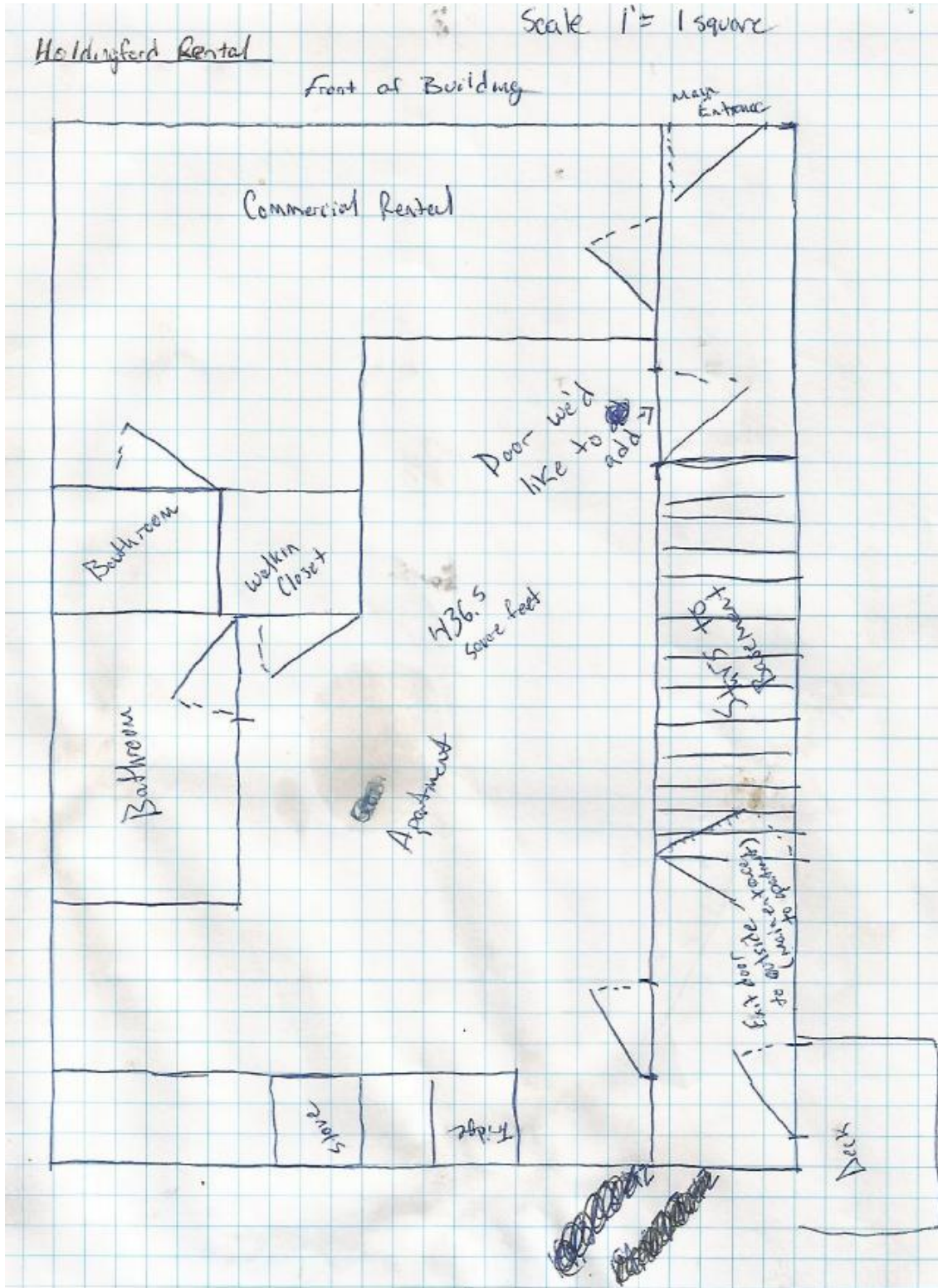
City Clerk

EXHIBIT A
(Legal Description)

Lots 7 and 8, Block 1, Batz and Herman's Addition to Holding, according to the recorded plat thereof, Steams County, Minnesota.

EXCEPTING THEREFROM that part of Lots 7 and 8, Block 1, Batz and Herman's Addition to Holding, according to the recorded plat thereof, Steams County, Minnesota, described as follows: Beginning at the Southeast corner of said Lot 8; thence North 01 degree 01 minute 04 seconds West, assumed bearing, along the East line of said Block 1, a distance of 25.54 feet; thence South 89 degrees 08 minutes 02 seconds West 25.50 feet thence South 00 degrees 51 minutes 58 seconds East 12.00 feet; thence South 89 degrees 08 minutes 02 seconds West 3.00 feet; thence South 00 degrees 51 minutes 58 seconds East 13.60 feet to the South line of said Lot 8; thence North 89 degrees 01 minute 10 seconds East, along last described South line, 28.57 feet to the point of beginning.

EXHIBIT B



Holdingford Daze Street Closures Request

Friday, July 10th

Car Show – 2PM – 10PM

- Main Street from County Rd 9 to Washington Street
- Cedar Street from Main Street to alley behind Everything Signs/Stearns Bank
- Plymouth Street from Main Street to alley behind Stearns Bank/Everything Signs

Saturday, July 11th

Games/Parade/Steet Dance

8AM – 1AM (July 12th)

- Main Street from County Rd 9 to Washington Street

PARADE PERMIT APPLICATION

Name of City Holdingford Date of Parade July 11, 2026

Sponsoring Organization Holdingford Area Chamber of Commerce

Time of Parade: Beginning 7:00 PM Ending 8:00 PM

Parade Coordinator Annie Eichers Telephone 320-828-1148

Address PO Box 35, Holdingford, MN 56340

A map of the proposed parade route and detour route shall accompany the application.

Permission is hereby granted for a parade or procession on the above referenced highway, subject to the following provisions:

1. That a specific time and date is set for the road closure and such use shall not exceed (4) hours.
2. That a definite area of road is designated for exclusive or partial use of such public parades or processions.
3. That adequate police coverage of the closure and direction of the detour traffic is available. Coordination with local police and the Stearns County Sheriff is required.
4. That the detour route is marked with standard traffic control signs so as to leave no doubt as to the intended route. Failure to provide adequate signing may result in the Stearns County Sheriff ordering the highway reopened to traffic.
5. That no stands, buildings, tents or other encroachments be permitted within the highway right of way.
6. That the local community be responsible for all costs involved, including providing police coverage for traffic control.

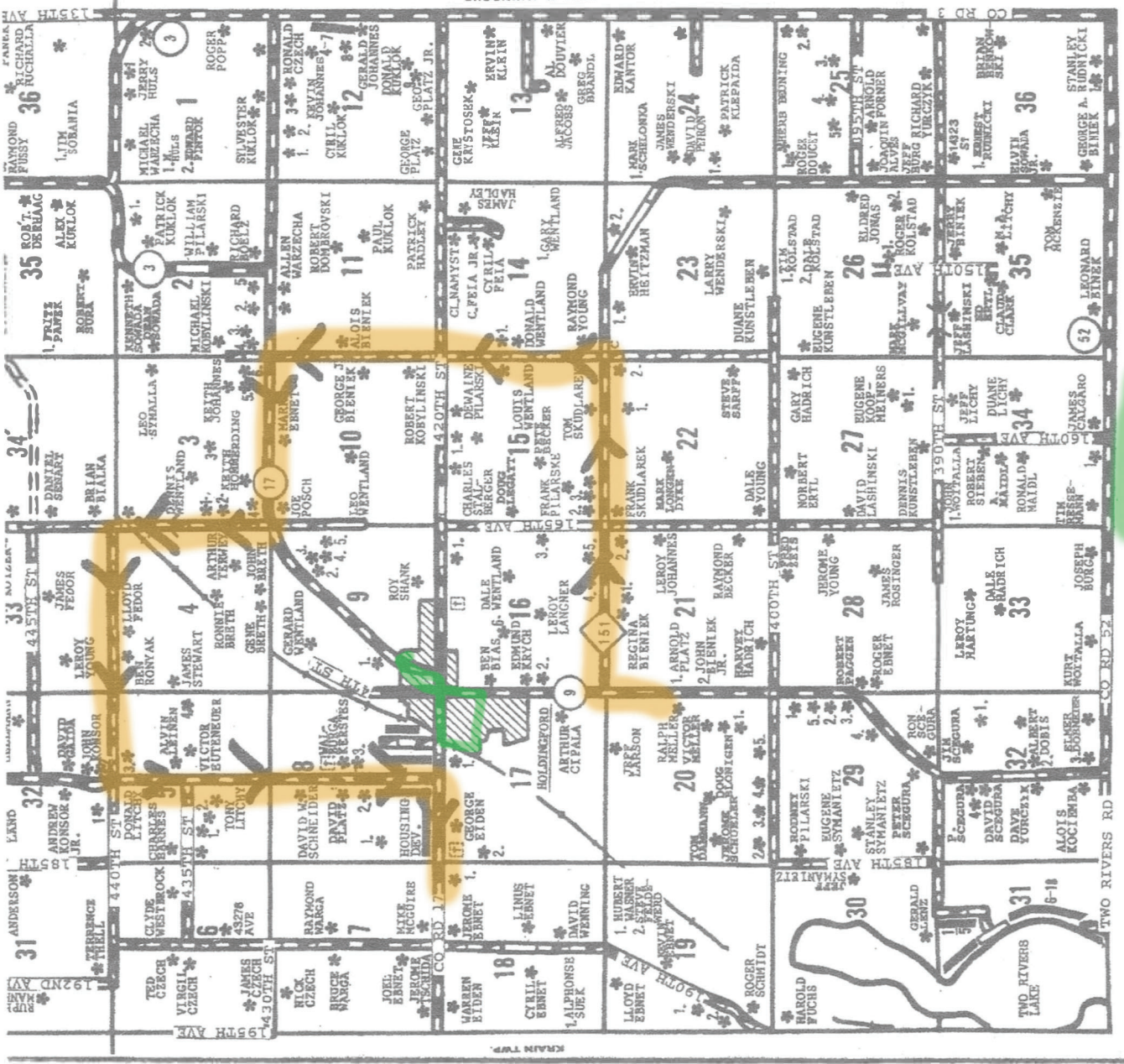
Date: _____ Requested By: _____
Signature & Title of Local Authority

Date: _____ Authorized By: _____
Stearns County Highway Dept.

A representative of the Stearns County Highway Department may arrange to meet with the applicant and review the proposed parade route and detour route prior to the date of the parade.

cc: Area Maintenance Engineer
Stearns County Sheriff

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See Pages 40-45 For Additional Names.
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AVON TWP.
 BROCKWAY W TWP.
 STEARNS CO., MN

Parade Route
 Detour