

Agenda for Monday, May 11, 2026
Public Hearing for Business Subsidy for Stainless Kings
Public Hearing for Easement Vacation
Holdingford City Council Meeting

Call public hearing to order for Stainless Kings
Adjourn public hearing

Call public hearing to order for Easement Vacation for Konsor property
Adjourn public hearing

Call Regular Meeting to Order
Pledge of Allegiance

Guests: Chris Mosel, with questions regarding property 540 4th Street (possible annexation, development).

Consent Agenda including:

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

Department Reports:

Maintenance Department Report: Steve Horvath
City Engineer's Report: Dave Blommel
Liquor Store Report: Amy Opatz
Fire Department Report: Keith Hommerding
Land Use Committee Report: Seth Young
 Land Use Permit 101 2nd Street
Clerk's Report: Nicky Lahr

Unfinished/Old Business:

Update on 521 Main Street Insurance Claim
Resolution 26-5-1 to approve utility vacation
Resolution 26-5-2 to approve final Platt
Stainless King TIF development agreement
 Action Item, motion to approve contract

New Business:

Parks CD is maturing on 5/18/26 \$27,526 + interest. Should we let it roll?
Lions Gambling Perit Resolution 26-5-11-4
Chamber of Commerce Gambling Permit Resolution 26-5-11-5

Additional Agenda Items/Council updates: Administrative letters to go out

Looking Forward: Next council meeting is June 8th. City Cleanup is May 16th, Holdingford Cares Day is May 16th.
City Hall is closed May 25th for Memorial Day and 19th for Juneteenth.

Notices Sent for Past Due Water Bills: Nick Barbato \$394.80, Joseph & Lana Doll \$214.16, Taxton Edens \$80.06,
Kevin Feia \$95.36, Hometown Roots \$106.20, Roger Jensen \$1,031.81, Eric Koh\$70.00orst \$713.98, Dale
Lundberg \$1,064.64, Chris Mosel \$70.00

Adjourn

Minutes for Holdingford City Council Meeting Monday, April 13th, 2026.

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

Others in attendance: Nicky Lahr, Herman Lansing, Karla Kalla, Steve Horvath, Jessica Wells, Jessica Funk, Tim Berscheid, Meghan and Bryan Carstensen, Dane Heinen, Michael Scegura, Jacob Brutger, Carlena Johnson, Gavin Barstow, and Boy Scout Troop members.

Travis called the meeting to order at 7:00 p.m. and the Pledge of Allegiance was recited, led by the Boy Scouts.

Jayme made a motion to approve the consent agenda including the April minutes and financial documents. Tim seconded the motion and it passed unanimously.

Guests: Carlena Johnson requested, on behalf of the local Boy Scout Troop, that the City waive the rental fee for the park shelter for August 12–15 to hold a garage sale fundraiser. Tim moved to approve the request, and Seth seconded. The motion passed unanimously.

Gavin from Covered Bridge LLC asked the council's approval to install a loading zone area in front of the facility. Eric made a motion to approve a 30-foot section in front of the facility. Tim seconded the motion and it passed unanimously. Gavin was asked to put their signs far enough off the sidewalk to allow the snow removal equipment to pass.

Jessica Wells presented it on behalf of Two Rivers Enterprises. They are expanding their facility's office space and are looking to amend the current TIF agreement. Tim made a motion to authorize staff and David Drown Associates to draft an agreement to amend the current TIF district. Jayme seconded the motion and it passed unanimously.

Department reports:

Land Use: Seth made a motion to approve Resolution 26-4-13-2, granting a variance to Holdingford School district 738 for the installation of a football scoreboard exceeding the maximum sign size in the R-2 zoning district. Jayme seconded the motion. Eric, Tim, Travis, Seth, and Jayme all voted in favor of the variance. The resolution passed unanimously. Eric made a motion to approve the land use permit for the installation of a scoreboard at the Holdingford School. Seth seconded the motion and it passed unanimously.

Tim made a motion to approve resolution 26-4-13-3, granting a variance to Chris Swenson to build a shed positioned forward of his house due to the irregular shape of the lot. Seth seconded the motion and it passed with all in favor

Eric made a motion to approve land use permit 26-4-5 to build a new shed at 235 Ridge Way, pending the land split and purchase of the property next door. Seth seconded the motion and it passed unanimously.

Fire Department: Tim shared that the turnout gear that they received a grant for is now in. He also mentioned that they would like to hire Ryan Olson, Ryan Sowada, and Clara Mead. Jayme made a motion to hire the three individuals and Tim seconded it. The motion passed with all in favor.

Maintenance: Steve reported that he ordered another tail shaft for a mixer at WWTP. He took samples in preparation for the May land application. Copper and Lead water samples will be out on April 20th for 20 residents. He also shared that frost heaved the sewer pipes at his residence, disconnecting them, and had the repairs done. It was reported that the water line to the restrooms by the ballpark is broken and would need to be dug up and repaired before they would be usable. The Council asked for quotes for repairs. Steve also mentioned that a mixer bracket broke, and he would have to hire someone to winch it out and repair the brackets. He will get a quote on inspecting the other brackets as well.

Engineer: Dave Blommel was not present, but asked Nicky to share that SEH applied for grants and funding from the following: Bonding Bill-lift station project, Rep Fischbach-lift station and Water treatment plant, Sen Smith- lift station and Water treatment plant, Sen Klobuchar- lift station and Water treatment plant, PFA/MPCA-lift station, PFA/MDH-water treatment plant.

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

Clerk: Nicky reported that Borgmann's is now supplying bins to the customers that want yard waste pickup. Citizens need to reach out to them directly for the container. The audit is going smoothly, and reports will be submitted within the month. Liquor license applications have been sent out and will be ready for approval at the June meeting. Citywide cleanup is May 16. Eric, Travis and Seth stated that they would be available to help. The council agreed to keep the pricing at the same rate as last year. Nicky also shared that VersaBank will be changing back to Stearns bank. She also said that she will be at the Clerk's Academy the week of May 4-8th.

Old/Unfinished Business: Variance application for 521 Main Street was discussed. Tim made a motion to approve the variance allowing the Rum Runner Ventures to have a main floor apartment with a commercial unit at the front of the building. Seth seconded the motion. Eric voted against it, stating that he does not want a loss of commercial space on Main Street, and stated that it would violate the parking ordinance that states there must be 2 off street parking spaces for each residential unit. Seth voted in favor, Travis voted in favor, Jayme voted against, with the same reasons that Eric stated. Tim voted in favor. The variance did not pass, as a super-majority was necessary. The Carstensens asked the council to reconsider since they followed all of the rules that were presented to them. They also asked for reimbursement for the money they had spent on renovations up to this point, coming to approximately \$20,000. The Council asked them to supply receipts, and they will discuss it at the next meeting. Nicky also recommended looking into an insurance claim to cover costs.

New Business: The Holdingford Chamber of Commerce requested street closure and approval of the parade route for Holdingford Daze July 10-11. Tim made a motion to approve these. Jayme seconded the motion and it passed unanimously.

Seth made a motion to adjourn the meeting at 8:15 p.m. Tim seconded and the motion passed with all in favor.

Notices for Past Due Water Bills: Joseph & Lana Doll, Taxton Edens, Kevin Feia, Roger Jensen, Eric Kohorst, Dale Lundberg, Alisha Netter, Jayme Opatz, Terry Runge.

Looking forward: Next meeting is May 11th, City Hall will be closed May 4th-8th for training, voicemail, email, and utility bill drop box will be checked during this time. City Wide Cleanup is May 16th in the HHS parking lot 8-11am.

Signed:

Nicky Lahr _____

City Clerk-Treasurer, Holdingford

**Minutes for Special
Holdingford City Council Meeting
Tuesday April 21, 2026.**

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

Others in attendance: Nicky Lahr, Robb Berscheid

Travis called the meeting to order at 6:00 p.m.

Land Use Permit 26-4-15 for Kevin and Rebecca Wohletz was discussed. The Council determined that they would not be willing to sign the land use permit until the following criteria were met:

- Must complete full Land use application. Page 2 was not received.
- Must provide proof in writing that Stearns County will approve a driveway approach onto the County Road.
- Must provide proof in writing from Stearns County that they will allow utilities to be placed under the County Road.

The Council also wanted the property owner to be aware of the following items:

- The setback for the front of the property is 30 feet. If the property owner is not sure of where the front property line is, then they should measure 63 feet from the center of the County Road.
- Former property owners to the North (Tim Winter) stated that they may experience water issues as this area was built on low swampland.
- The city does not have the exact location of the utility hookups. It is known that the water lines are across the County Road to the West. The location of the closest sewer connection point is unknown, and the city does not have equipment to locate the non-metal sewer lines. Any costs incurred to the city to assist in locating the sewer lines will be billed to the property owner.

Nicky mentioned that a formal motion was never made to approve the Ordinance changes proposed for code enforcement via administrative fines. Eric made a motion to approve Ordinance 26-4-21-1 approving the changes. Jayme seconded the motion and it passed unanimously. Eric also made a motion to approve resolution 26-4-21-2, allowing a summary to be published in the local newspaper. Jayme seconded the motion and it passed unanimously.

Jayme made a motion to adjourn the meeting at 6:21 p.m. Seth seconded the motion and it passed unanimously.

Signed:

Nicky Lahr _____

City Clerk-Treasurer, Holdingford

***Check Detail Register©**

April 2026

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 Checking					
1424 e	04/14/26	HEALTH EQUITY			
G 101-21709		Health Savings Account		\$693.59	4.17.26 Payroll
		Total		\$693.59	
1425 e	04/14/26	VOYA			
G 101-21707		Health Care Sav. Plan		\$309.53	4.17.26 Payroll
		Total		\$309.53	
1426 e	04/14/26	PERA			
G 101-21704		PERA Payable		\$1,777.85	4.17.26 Payroll
		Total		\$1,777.85	
1427 e	04/14/26	PAYCHEX			
E 101-41000-310		Other Professional Service		\$327.19	4.17.26 Payroll
		Total		\$327.19	
1428 e	04/14/26	MN DEPARMENT OF REVENUE			
G 101-21702		State Withholding		\$630.85	4.17.26 Payroll
		Total		\$630.85	
1429 e	04/14/26	IRS			
G 101-21701		Federal Withholding	\$1,139.75		4.17.26 Payroll
G 101-21703		FICA Tax Withholding	\$1,685.67		4.17.26 Payroll
G 101-21703		FICA Tax Withholding	\$394.22		4.17.26 Payroll
		Total	\$3,219.64		
1430 e	04/23/26	City of Holdingford			
E 101-41000-100		Wages Administrative	\$3,693.61		To record 4.17.26
E 101-41000-121		PERA	\$270.34		To record 4.17.26
E 101-41000-122		FICA	\$271.10		To record 4.17.26
E 101-41000-132		Employer Paid HSA	\$234.41		To record 4.17.26
E 101-41110-100		Wages Administrative	\$925.00		To record 4.17.26
E 101-41110-122		FICA	\$70.77		To record 4.17.26
E 101-43100-100		Wages Administrative	\$2,410.43		To record 4.17.26
E 101-43100-121		PERA	\$180.78		To record 4.17.26
E 101-43100-122		FICA	\$177.95		To record 4.17.26
E 101-43100-132		Employer Paid HSA	\$159.49		To record 4.17.26
E 601-49400-132		Employer Paid HSA	\$62.44		To record 4.17.26
E 602-49450-132		Employer Paid HSA	\$62.43		To record 4.17.26
E 102-42280-100		Wages Administrative	\$113.55		To record 4.17.26
E 102-42280-121		PERA	\$8.52		To record 4.17.26
E 102-42280-122		FICA	\$8.27		To record 4.17.26
E 601-49400-100		Wages Administrative	\$1,665.27		To record 4.17.26
E 601-49400-121		PERA	\$118.84		To record 4.17.26
E 601-49400-122		FICA	\$127.40		To record 4.17.26
E 602-49450-100		Wages Administrative	\$1,665.26		To record 4.17.26
E 602-49450-121		PERA	\$118.83		To record 4.17.26
E 602-49450-122		FICA	\$127.38		To record 4.17.26
G 604-21714		Tips Paid Out	\$246.25		To record 4.17.26
E 604-49750-100		Wages Administrative	\$3,227.58		To record 4.17.26
E 604-49750-121		PERA	\$255.11		To record 4.17.26

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April 2026

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 604-49750-122		FICA	\$257.07		To record 4.17.26
E 604-49750-132		Employer Paid HSA	\$174.82		To record 4.17.26
G 101-21701		Federal Withholding	(\$1,139.75)		To record 4.17.26
G 101-21702		State Withholding	(\$630.85)		To record 4.17.26
G 101-21703		FICA Tax Withholding	(\$2,079.89)		To record 4.17.26
G 101-21704		PERA Payable	(\$1,777.85)		To record 4.17.26
G 101-21705		Insurance Payable	(\$352.90)		To record 4.17.26
G 101-21710		Employer HSA Contributio	(\$693.59)		To record 4.17.26
G 101-21711		Union Dues	(\$56.30)		To record 4.17.26
G 604-21714		Tips Paid Out	(\$246.25)		To record 4.17.26
G 101-21716		PFML	(\$122.61)		To record 4.17.26
E 101-41000-135		Employer Paid PFML	\$61.38		To record 4.17.26
		Total	\$9,594.29		

1431 e 04/23/26

City of Holdingford

E 101-41000-100		Wages Administrative	\$3,693.61		To record 4.03.26
E 101-41000-121		PERA	\$269.93		To record 4.03.26
E 101-41000-122		FICA	\$270.71		To record 4.03.26
E 101-41000-132		Employer Paid HSA	\$234.41		To record 4.03.26
E 101-41110-100		Wages Administrative	\$715.00		To record 4.03.26
E 101-41110-122		FICA	\$54.70		To record 4.03.26
E 101-43100-100		Wages Administrative	\$2,333.13		To record 4.03.26
E 101-43100-121		PERA	\$174.98		To record 4.03.26
E 101-43100-122		FICA	\$172.24		To record 4.03.26
E 101-43100-132		Employer Paid HSA	\$159.49		To record 4.03.26
E 101-45200-100		Wages Administrative	\$76.44		To record 4.03.26
E 101-45200-121		PERA	\$5.73		To record 4.03.26
E 101-45200-122		FICA	\$5.85		To record 4.03.26
E 601-49400-132		Employer Paid HSA	\$62.44		To record 4.03.26
E 602-49450-132		Employer Paid HSA	\$62.43		To record 4.03.26
E 102-42280-100		Wages Administrative	\$113.56		To record 4.03.26
E 102-42280-121		PERA	\$8.52		To record 4.03.26
E 102-42280-122		FICA	\$8.27		To record 4.03.26
E 601-49400-100		Wages Administrative	\$1,518.26		To record 4.03.26
E 601-49400-121		PERA	\$107.81		To record 4.03.26
E 601-49400-122		FICA	\$116.15		To record 4.03.26
E 602-49450-100		Wages Administrative	\$1,518.25		To record 4.03.26
E 602-49450-121		PERA	\$107.81		To record 4.03.26
E 602-49450-122		FICA	\$116.14		To record 4.03.26
G 604-21714		Tips Paid Out	\$266.25		To record 4.03.26
E 604-49750-100		Wages Administrative	\$3,421.97		To record 4.03.26
E 604-49750-121		PERA	\$265.93		To record 4.03.26
E 604-49750-122		FICA	\$273.94		To record 4.03.26
E 604-49750-132		Employer Paid HSA	\$174.82		To record 4.03.26
G 101-21701		Federal Withholding	(\$1,149.11)		To record 4.03.26
G 101-21702		State Withholding	(\$615.41)		To record 4.03.26
G 101-21703		FICA Tax Withholding	(\$2,035.99)		To record 4.03.26
G 101-21704		PERA Payable	(\$1,756.00)		To record 4.03.26
G 101-21705		Insurance Payable	(\$349.60)		To record 4.03.26
G 101-21710		Employer HSA Contributio	(\$693.59)		To record 4.03.26
G 101-21711		Union Dues	(\$56.30)		To record 4.03.26

***Check Detail Register©**

April 2026

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 604-21714		Tips Paid Out	(\$266.25)		To record 4.03.26
G 101-21716		PFML	(\$120.06)		To record 4.03.26
E 101-41000-135		Employer Paid PFML	\$60.09		To record 4.03.26
		Total	\$9,326.55		
1432 e	04/20/26	MN DEPARMENT OF REVENUE			
G 604-20850		Sales Tax Payable	\$1,788.00		March 2026 Sales Tax, paid in April
G 603-20850		Sales Tax Payable	\$409.00		March 2026 Sales Tax, paid in April
G 601-20850		Sales Tax Payable	\$158.00		March 2026 Sales Tax, paid in April
G 101-20850		Sales Tax Payable	\$0.00		March 2026 Sales Tax, paid in April
G 603-20850		Sales Tax Payable	(\$409.00)		March 2026 Sales Tax, paid in April
E 603-49500-387		Sales Tax	\$409.00		March 2026 Sales Tax, paid in April
		Total	\$2,355.00		
1439 e	04/28/26	City of Holdingford			
E 101-41000-100		Wages Administrative	\$3,693.60		To record 5.01.26
E 101-41000-122		FICA	\$271.48		To record 5.01.26
E 101-41000-132		Employer Paid HSA	\$234.41		To record 5.01.26
E 101-41000-135		Employer Paid PFML	\$57.06		To record 5.01.26
E 101-43100-100		Wages Administrative	\$2,508.82		To record 5.01.26
E 101-43100-122		FICA	\$185.20		To record 5.01.26
E 101-43100-132		Employer Paid HSA	\$159.49		To record 5.01.26
E 101-45200-100		Wages Administrative	\$109.20		To record 5.01.26
E 101-45200-122		FICA	\$8.35		To record 5.01.26
E 601-49400-132		Employer Paid HSA	\$62.43		To record 5.01.26
E 602-49450-132		Employer Paid HSA	\$62.44		To record 5.01.26
E 102-42280-100		Wages Administrative	\$113.56		To record 5.01.26
E 102-42280-122		FICA	\$8.27		To record 5.01.26
E 601-49400-100		Wages Administrative	\$1,569.22		To record 5.01.26
E 601-49400-122		FICA	\$120.05		To record 5.01.26
E 602-49450-100		Wages Administrative	\$1,569.22		To record 5.01.26
E 602-49450-122		FICA	\$120.04		To record 5.01.26
E 604-49750-100		Wages Administrative	\$3,242.68		To record 5.01.26
E 604-49750-122		FICA	\$251.31		To record 5.01.26
E 604-49750-132		Employer Paid HSA	\$174.82		To record 5.01.26
G 101-21701		Federal Withholding	(\$1,059.00)		To record 5.01.26
G 101-21702		State Withholding	(\$599.95)		To record 5.01.26
G 101-21703		FICA Tax Withholding	(\$1,929.45)		To record 5.01.26
G 101-21704		PERA Payable	(\$819.98)		To record 5.01.26
G 101-21705		Insurance Payable	(\$356.83)		To record 5.01.26
G 101-21710		Employer HSA Contributio	(\$693.59)		To record 5.01.26
G 101-21711		Union Dues	(\$56.30)		To record 5.01.26
G 101-21716		PFML	(\$114.04)		To record 5.01.26
		Total	\$8,892.51		
40771	04/08/26	Abdo LLP			
E 101-41000-301		Auditing and Acct'g Servic	\$585.00	521988	Audit Prep
		Total	\$585.00		
40772	04/08/26	BADGER METER			
E 601-49400-309		Technology Services	\$63.61	80230346	Beacon MBL Hosting Serv Unit For March 2026

***Check Detail Register©**

April 2026

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total	\$63.61		
40773	04/08/26	Bernick's Pepsi-Cola			
E 604-49750-252		Beer Resale	\$381.30	10475319	Beer Resale
		Total	\$381.30		
40774	04/08/26	Blue Cross Blue Shield Minnesota			
E 604-49750-130		Employer Paid Insurance	\$6.41	26040120956	Vision Insurance - Aaron Coverage
E 101-41000-130		Employer Paid Insurance	\$15.33	26040120956	Vision Insurance - Nicky COVERAGE
		Total	\$21.74		
40775	04/08/26	Brian Zapzalka			
E 602-49450-318		WWTP Subcontracted Ser	\$650.00	April 26	Subcontracted Services for April 2026
		Total	\$650.00		
40776	04/08/26	C&L Distributing			
E 604-49750-252		Beer Resale	\$3,483.80	2274382	Beer Resale
		Total	\$3,483.80		
40777	04/08/26	Don Matson			
E 604-49750-307		Entertainment	\$300.00		Karaoke April 17
		Total	\$300.00		
40778	04/08/26	Everything Signs			
E 602-49450-217		Uniform Allowance	\$192.00	18744	6 uniform shirts
		Total	\$192.00		
40779	04/08/26	Granite City Jobbing Co			
E 604-49750-259		Other Resale	\$131.07	515266	Tobacco, Snacks & Convenience Items
		Total	\$131.07		
40780	04/08/26	Gregerson, Rosow, Johnson & Nilan			
E 101-41000-304		Legal Fees	\$119.10	55498	Kohorst case
		Total	\$119.10		
40781	04/08/26	Harry's Frozen Foods			
E 604-49750-259		Other Resale	\$66.00	88372	Pizza
		Total	\$66.00		
40782	04/08/26	Holdingford Gas and Grocery			
E 101-43100-212		Motor Fuels	\$237.76		Maintenance Fuel
E 102-42280-212		Motor Fuels	\$168.89		Fire Department Fuel
		Total	\$406.65		
40783	04/08/26	Holdingford Hardware Inc.			
E 102-42280-210		Operating Supplies	\$25.75	March26	Fire Dept
E 101-43100-210		Operating Supplies	\$107.07	March26	Maint/Streets
E 602-49450-210		Operating Supplies	\$87.73	March26	WWTP
		Total	\$220.55		
40784	04/08/26	Holdingford Hardware Inc.			
E 604-49750-210		Operating Supplies	\$7.51		Ice Melt
		Total	\$7.51		

***Check Detail Register©**

April 2026

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
40785	04/08/26	Huls Brokerage Inc			
E 101-43100-224		Street Maintenance Materi	\$600.00	50056	MMA Class 2
		Total	\$600.00		
40786	04/08/26	Johnson Brothers Liquor Co.			
E 604-49750-251		Liquor Resale	\$627.39	1013785	Liquor Resale
E 604-49750-253		Wine Resale	\$300.70	1013785	Wine Resale
E 604-49750-253		Wine Resale	(\$232.00)	1013785	Credit
		Total	\$696.09		
40787	04/08/26	Larson Excavating			
E 601-49400-310		Other Professional Service	\$4,895.00	42512	Gertrude/3rd Street Water Main Break Repair
		Total	\$4,895.00		
40788	04/08/26	METERING AND TECHNOLOGY SOLUTIONS			
E 601-49400-210		Operating Supplies	\$390.74	INV10174	Endpoints for HHS
		Total	\$390.74		
40789	04/08/26	MIDCONTINENT COMMUNICATIONS			
E 101-41000-325		Communication Services	\$197.14	37084470115	Internet& Phone Services, Service Period
		Total	\$197.14		
40790	04/08/26	MIDCONTINENT COMMUNICATIONS			
E 604-49750-325		Communication Services	\$385.53	13739950115	Monthly TV & Telephone Service April 2026
		Total	\$385.53		
40791	04/08/26	Mike Scholtes Refrigeration, Inc			
E 604-49750-404		Repair & Maintenance-Eq	\$250.00	52202	Cooler repair
		Total	\$250.00		
40792	04/08/26	MN DEED			
E 320-50000-600		Debt Principal	\$1,428.57	MarchApril26	CDAP-24-0022-H-FY25 March 2026
E 320-50000-600		Debt Principal	\$1,428.57	MarchApril26	CDAP-24-0022-H-FY25 April 2026
		Total	\$2,857.14		
40793	04/08/26	DG Minnesota CS 2021, LLC			
E 101-41940-381		Electric Utilities	\$48.62	6296	Solar Production - General
E 604-49750-381		Electric Utilities	\$506.20	6296	Solar Production - Liquor
E 602-49450-381		Electric Utilities	\$1,476.30	6296	Solar Production - Sewer
E 101-43100-381		Electric Utilities	\$160.77	6296	Solar Production - Street
E 601-49400-381		Electric Utilities	\$471.81	6296	Solar Production - Water
		Total	\$2,663.70		
40794	04/08/26	Quadient Finance USA, Inc.			
E 101-41000-322		Postage	\$79.04	06066217	Postage - General, March and April 2026
		Total	\$79.04		
40795	04/08/26	Short Elliot Hendrickson, Inc.			
E 601-49400-303		Engineering Fees	\$4,962.50	505246	Chloride Investigation
		Total	\$4,962.50		
40796	04/08/26	Shift Technologies, Inc			
E 101-41000-309		Technology Services	\$225.00	16799	IT services

***Check Detail Register©**

April 2026

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$225.00		
40797	04/08/26	St. Cloud State University			
E 101-41000-308		Training and Professional	\$540.00	MMCI.2026.1	MMCI Clerks Academy Y3
Total			\$540.00		
40798	04/08/26	Star Publications, LLC			
E 101-41000-352		General Notices and Publi	\$44.01	INV#2026-41	Appeals and equalizaion notice
Total			\$44.01		
40799	04/08/26	Stearns County Auditor-Treasurer			
E 604-49750-433		Dues/Subsc/Fees	\$250.00		Tobacco license Renewal
Total			\$250.00		
40800	04/08/26	Stearns County Auditor-Treasurer			
E 101-41000-440		Property Taxes	\$612.00		2026 Property Taxes (paid \$400 previously)
Total			\$612.00		
40801	04/08/26	Sysco Western MN			
E 604-49750-259		Other Resale	\$340.51	353147782	Resale Food Items
Total			\$340.51		
40802	04/08/26	Tidy Tina's			
E 101-41940-310		Other Professional Service	\$317.00	366	Janitorial Service - City Center March 2026
E 101-45200-310		Other Professional Service	\$158.00	366	Janitorial Service - Parks March 2026
Total			\$475.00		
40803	04/08/26	Utility Consultants, Inc.			
E 602-49450-407		Testing	\$1,292.62	127420	Testing
Total			\$1,292.62		
40804	04/08/26	Viking Coca-Cola Bottling Comp			
E 604-49750-252		Beer Resale	\$182.55	3908079	Beer Resale
Total			\$182.55		
40805	04/08/26	XCEL ENERGY			
E 101-41950-383		Gas Utilities	\$167.17	0582269389	Gas Utillties - Historical Society - 101 River Street West
E 101-41950-381		Electric Utilities	(\$17.18)	0582269389	Electric Utillties - Historical Society - Solar Rewards Community Solar
E 101-41940-383		Gas Utilities	\$1,636.89	0582270841	Gas Utilities - City Center
E 101-45200-381		Electric Utilities	(\$36.08)	1266914290	Electric Utilities - Picnic Shelter - Solar Rewards Community Solar
E 101-45200-381		Electric Utilities	\$162.72	1266914305	Electric Utillties - Picnic Shelter - 231 Main Street
E 101-41950-381		Electric Utilities	\$45.06	1266915137	Electric Utillties - Historical Society - 101 River Street West
E 101-41940-381		Electric Utilities	\$855.17	1266916165	Electric Utilities - City Center
Total			\$2,813.75		
40806	04/08/26	XCEL ENERGY			
E 101-43100-383		Gas Utilities	\$405.33	0582266950	Gas Utilities - Maintenance Garage - 800 1st Street W
E 101-41960-381		Electric Utilities	\$44.36	1266911673	Electric Utillties - Marquee - 630 S Main Street
E 101-41960-381		Electric Utilities	(\$30.93)	1266911673	Electric Utillties - Marquee - Solar Rewards Community Solar - 630 S Main Street

***Check Detail Register©**

April 2026

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-43100-381		Electric Utilities	(\$145.16)	1266921803	Electric Utilities - Maintenance Garage - Solar Rewards Community Solar - 800 1st Street W
E 101-43100-381		Electric Utilities	\$338.26	1266921815	Electric Utilities - Maintenance Garage - 800 1st Street W
		Total	\$611.86		
40807	04/08/26	XCEL ENERGY			
E 601-49400-381		Electric Utilities	(\$164.77)		Water Tower - 800 River Street - Solar Rewards
E 601-49400-381		Electric Utilities	\$462.89	1268108434	Water Tower - 800 River Street
		Total	\$298.12		
40808	04/08/26	XCEL ENERGY			
E 602-49450-381		Electric Utilities	(\$300.00)		Credit for Service Outage
E 101-41970-383		Gas Utilities	\$340.20	0582586255	Gas Utilities - 130 Plymouth Street
E 602-49450-383		Gas Utilities	\$598.62	0582605957	Gas Utilities - Disposal PLT - 960 1st St W
E 602-49450-381		Electric Utilities	(\$2,843.18)	0582605957	Solar Rewards - Disposal PLT - 960 1st St
E 602-49450-381		Electric Utilities	\$2,771.74	1268099558	Electric Utilities - Disposal PLT - 960 1st St W
E 602-49450-381		Electric Utilities	\$141.89	1268099796	Electric Utilities - Lift Station - 131 River St W
E 101-41970-381		Electric Utilities	\$75.36	1268104105	Electric Utilities - 130 Plymouth St
E 602-49450-381		Electric Utilities	\$33.66	1268118306	Electric Utilities - Sewer Lift - 1001 4th St
E 602-49450-381		Electric Utilities	(\$2.02)	1268118306	Solar Rewards - Sewer Lift - 1001 4th St
E 602-49450-381		Electric Utilities	(\$159.00)	1268118306	Credit for Service Outage
		Total	\$657.27		
40809	04/08/26	XCEL ENERGY			
E 604-49750-383		Gas Utilities	\$159.26	0582360994	Municipal Liquor Store
E 604-49750-381		Electric Utilities	(\$554.44)	0582360994	Municipal Liquor Store - Solar Rewards Community Solar
E 604-49750-381		Electric Utilities	\$589.30	1267331730	Municipal Liquor Store
		Total	\$194.12		
40810	04/23/26	AG Resource Consulting, Inc.			
E 602-49450-407		Testing	\$40.00	9590	Basic Soil Analysis
		Total	\$40.00		
40811	04/23/26	Andersen Excavating of Central			
E 602-49450-310		Other Professional Service	\$165.00	5735	Clean out Bins
		Total	\$165.00		
40812	04/23/26	Bernick's Pepsi-Cola			
E 604-49750-252		Beer Resale	\$279.20	10480690	Beer Resale
		Total	\$279.20		
40813	04/23/26	C&L Distributing			
E 604-49750-252		Beer Resale	\$503.80	2277846	Beer Resale
E 604-49750-252		Beer Resale	\$329.20	2281407	Beer Resale
E 604-49750-251		Liquor Resale	\$3,904.60	2281407	Liquor Resale
E 604-49750-252		Beer Resale	\$217.60	2285052	Beer Resale
		Total	\$4,955.20		
40814	04/23/26	Central Minnesota Alarms, Inc.			
E 102-42280-433		Dues/Subsc/Fees	\$159.00	101702	Quarterly Alarm Service
E 604-49750-433		Dues/Subsc/Fees	\$138.00	101703	Quarterly Alarm Service

***Check Detail Register©**

April 2026

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$297.00		
40815	04/23/26	CenturyLink			
E 602-49450-321		Telephone	\$22.00	April26	Monthly Telephone - SCADA Access Line - 1/2
E 601-49400-321		Telephone	\$22.09	April26	Monthly Telephone - SCADA Access Line - 1/2
Total			\$44.09		
40816	04/23/26	CM2 Supply			
E 102-42280-210		Operating Supplies	\$57.81	0001196868	oxygen
E 102-42280-210		Operating Supplies	\$103.17	0001199767	oxygen
Total			\$160.98		
40817	04/23/26	Dahlheimer Beverage			
E 604-49750-252		Beer Resale	\$31.90	2742836	Beer Resale
Total			\$31.90		
40818	04/23/26	Goodin Co			
E 101-45200-221		Repair & Maintenance Su	\$1,960.00	5539451-00	Water Fountain for Trailhead Shelter
Total			\$1,960.00		
40819	04/23/26	Granite City Jobbing Co			
E 604-49750-259		Other Resale	\$440.23	517480	Tobacco, Snacks & Convenience Items
Total			\$440.23		
40820	04/23/26	Harry's Frozen Foods			
E 604-49750-259		Other Resale	\$224.00	86662	Pizza
Total			\$224.00		
40821	04/23/26	Hawkins, Inc			
E 601-49400-210		Operating Supplies	\$30.00		Chlorine
E 602-49450-210		Operating Supplies	\$50.00		Chlorine
E 602-49450-210		Operating Supplies	\$50.00		Sulfur Dioxide
Total			\$130.00		
40822	04/23/26	Hertzberg Community Solar LLC			
E 602-49450-381		Electric Utilities	\$1,608.72	611274	Solar - Electric Power Services
Total			\$1,608.72		
40823	04/23/26	Holdingford Area Chamber of Commerc			
E 604-49750-340		Advertising	\$100.00		Donation for Holdingford Daze - HMLS
E 102-42280-490		Donations to Civic Organiz	\$500.00		Donation for Holdingford Daze - HFRA
E 101-41000-490		Donations to Civic Organiz	\$500.00		500 donation for Holdingford Daze from American Legioin
Total			\$1,100.00		
40824	04/23/26	Jonah Fleck			
E 602-49450-430		Miscellaneous Expenses	\$2,093.61		Refund for overpayment of Sewer Services
Total			\$2,093.61		
40825	04/23/26	Melvin Breth			
E 102-42280-334		Meal/Meeting Expense	\$60.00		Traing meals (x3)
E 102-42280-332		Mileage	\$36.25		50 miles x .725/mile
Total			\$96.25		

***Check Detail Register©**

April 2026

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
40826	04/23/26	Mike Schmidt			
E 102-42280-210		Operating Supplies	\$579.78		Nasal Spray for hypoglycemia
		Total	\$579.78		
40827	04/23/26	MN PEIP - C/O MMB Fiscal Services			
G 604-21705		Insurance Payable	\$30.15	1622934	Employee Dental Insurance Premium -Aaron - Coverage
E 604-49750-130		Employer Paid Insurance	\$12.45	1622934	Employer Dental Insurance Premium - Aaron
E 101-41000-130		Employer Paid Insurance	\$1,464.58	1622934	Employer Health Insurance Premium - Nicky
G 101-21705		Insurance Payable	\$63.80	1622934	Employee Dental Insurance Premium- Nicky
E 101-41000-130		Employer Paid Insurance	\$37.71	1622934	Employer Dental Insurance Premium - Nicky
E 101-41000-130		Employer Paid Insurance	\$1.80	1622934	Employer Life Insurance Premium - Nicky
E 101-41000-130		Employer Paid Insurance	\$9.00	1622934	Employer Life Insurance Premium - Dan
E 604-49750-130		Employer Paid Insurance	\$1.80	1622934	Employer Life Insurance Premium
E 604-49750-130		Employer Paid Insurance	\$604.96	1622934	Employer Health Insurance Premium -Aaron
G 604-21705		Insurance Payable	\$150.44	1622934	Employee Health Insurance Premium - Aaron
		Total	\$2,376.69		
40828	04/23/26	Minnesota UI Fund			
E 101-41000-140		Unemployment Insurance	\$4,699.08		Account #7988330
		Total	\$4,699.08		
40829	04/23/26	NEWTERRA CORPORATION, INC.			
E 602-49450-404		Repair & Maintenance-Eq	\$5,136.32		PSINC-01204 Mixer repairs
		Total	\$5,136.32		
40830	04/23/26	DG Minnesota CS 2021, LLC			
E 101-41940-381		Electric Utilities	\$57.94	6324	Solar Production - General
E 604-49750-381		Electric Utilities	\$603.20	6324	Solar Production - Liquor
E 602-49450-381		Electric Utilities	\$1,967.03	6324	Solar Production - Sewer
E 101-43100-381		Electric Utilities	\$191.58	6324	Solar Production - Street
E 601-49400-381		Electric Utilities	\$562.21	6324	Solar Production - Water
		Total	\$3,381.96		
40831	04/23/26	Preferred Controls Inc.			
E 601-49400-310		Other Professional Service	\$460.00	5560	Back up and OS updates
E 601-49400-310		Other Professional Service	\$288.32	5568	DO ditch PCL repaired
		Total	\$748.32		
40832	04/23/26	Short Elliot Hendrickson, Inc.			
E 601-49400-303		Engineering Fees	\$1,787.50		Chlorine investigation and minimization plan
		Total	\$1,787.50		
40833	04/23/26	Southern Glazers of MN			
E 604-49750-253		Wine Resale	\$387.67	2744094	wine resale
E 604-49750-251		Liquor Resale	\$358.18	2744094	liquor resale
		Total	\$745.85		
40834	04/23/26	Stearns County Auditor-Treasurer			
E 101-41000-440		Property Taxes	\$400.00	2026proptax	Remaining balance of property taxes owed
E 101-41000-433		Dues/Subsc/Fees	\$151.60	2026proptax	Assessments and Truth in Taxation charges
		Total	\$551.60		

***Check Detail Register©**

April 2026

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
40835	04/23/26	Sysco Western MN			
E 604-49750-259		Other Resale	\$320.63	353161604	Resale Food Items
		Total	\$320.63		
40836	04/23/26	Toshiba America Business Solutions			
E 101-41000-413		Office Equipment Rentals	\$147.00	5038416267	Printer/Copier Rental
E 101-41000-413		Office Equipment Rentals	\$9.92	5038416267	Printer/Copier Rental - Color Copy Overages
		Total	\$156.92		
40837	04/23/26	VESTIS			
E 101-41940-210		Operating Supplies	\$62.07	2530527647	Mops & Rugs
		Total	\$62.07		
40838	04/23/26	VESTIS			
E 604-49750-210		Operating Supplies	\$79.94	2530525176	Linen, towels, mops, paper supplies
		Total	\$79.94		
40839	04/23/26	Viking Coca-Cola Bottling Comp			
E 604-49750-252		Beer Resale	\$100.40	3917478	Beer Resale
		Total	\$100.40		
40840	04/23/26	XCEL ENERGY			
E 101-43100-381		Electric Utilities	\$11.55	1269313367	Electric Utilities - Street Lights - 42161 Riverside Road
E 101-43100-381		Electric Utilities	\$9.00	1269313804	Electric Utilities - Street Lights - 521 S Main Street
E 101-43100-381		Electric Utilities	\$10.71	1269314538	Electric Utilities - Street Lights - 521 S Main Street
E 101-43100-381		Electric Utilities	\$1,118.71	1269315291	Electric Utilities - Street Lights - PO BOX 69
E 101-43100-381		Electric Utilities	\$79.23	1269315834	Electric Utilities - Street Lights - PO BOX 69
E 101-43100-381		Electric Utilities	\$10.27	1269316292	Electric Utilities - Street Lights - 721 2nd Street
		Total	\$1,239.47		
		10100	\$105,861.73		

Fund Summary

10100 Checking

101 General Fund	\$30,491.45
102 Fire Fund	\$2,073.17
320 MIF Stainless Kings	\$2,857.14
601 Water Fund	\$19,920.21
602 Sewer Fund	\$20,603.27
603 Refuse Fund	\$409.00
604 Liquor Fund	\$29,507.49
	<hr/>
	\$105,861.73

Permit # 26-5-2
Permit Effective Dates _____
Parcel ID (PIN) 58.33630.0020
Received \$: 50⁰⁰ check

Application for Land Use Permit

Property Owner Andrew Young
Property Address 101 2nd Street
Phone Number (320)423-0748
Email address youngandrew435@gmail.com
Contractor Name and phone _____

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

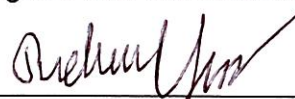
Fence for the yard to keep the daycare kids safe
We are installing the fence ourselves

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: 05-02-2026



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: Fence

Front or width _____ Side or length 8ft Height 4ft

Number of stories _____ Number of units _____

Total square footage _____ Value/Cost of Improvement About \$4,300

Set back from street (front property line) 50ft or more

Set back from side property line 4ft

Set back from side property line 4ft

Set back from back property line At least 3ft

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

For Office Use Only

Planning and Zoning Chair

Signature _____ Date _____

City Council Member/Mayor

Signature _____ Date _____

Phone 320-746-2966

PO Box 69

www.holdingfordmn.us

Fax 320-746-3297

Holdingford, MN 56340

Email: Clerk@holdingfordmn.us



Clerk

From: Dave Blommel <dblommel@sehinc.com>
Sent: Thursday, May 7, 2026 7:06 AM
To: Clerk
Cc: Robb Berscheid
Subject: RE: Land of use permit

Good Morning,

I looked at the drawings from the 2012 project. There is some conflicting information on the drawings as it relates to the Park Street side of the parcel. The right of way line was established by our surveyors at about 12' behind the curb, which is typical of most streets in town. This is based on a best-fit line from monuments found in the field. I know Park street is narrower, and so is the right of way, so that adds up.

The surveyors did locate a property iron at that time and it was closer to 8' behind the curb on the SE corner of the 101 2nd Property. I would encourage the homeowner to look for that iron and use it to determine the fence location rather than the curb. The 2nd Street side is much easier to confirm. It is 16.5' from back of curb to the road right of way.

Long story short, at 4' behind the curb they are in the road right of way. There are most likely small utilities running there and the homeowner does not want a fence over them.

Dave

David W. Blommel, PE (MN)
Engineer VI (mgr), Principal
Short Elliott Hendrickson, Inc.
320.229.4349 direct | 320.293.5464 Mobile | 320.229.4300 main

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From: Clerk <Clerk@holdingford.gov>
Sent: Wednesday, May 6, 2026 5:55 PM
To: Dave Blommel <dblommel@sehinc.com>
Cc: Robb Berscheid <robb@everythingsigns.com>
Subject: Fwd: Land of use permit

Dave, please see below and attached. Do you have any comments or recommendations based on Robb's concerns?

Thank you in advance,
Nicky

sent from my iPhone

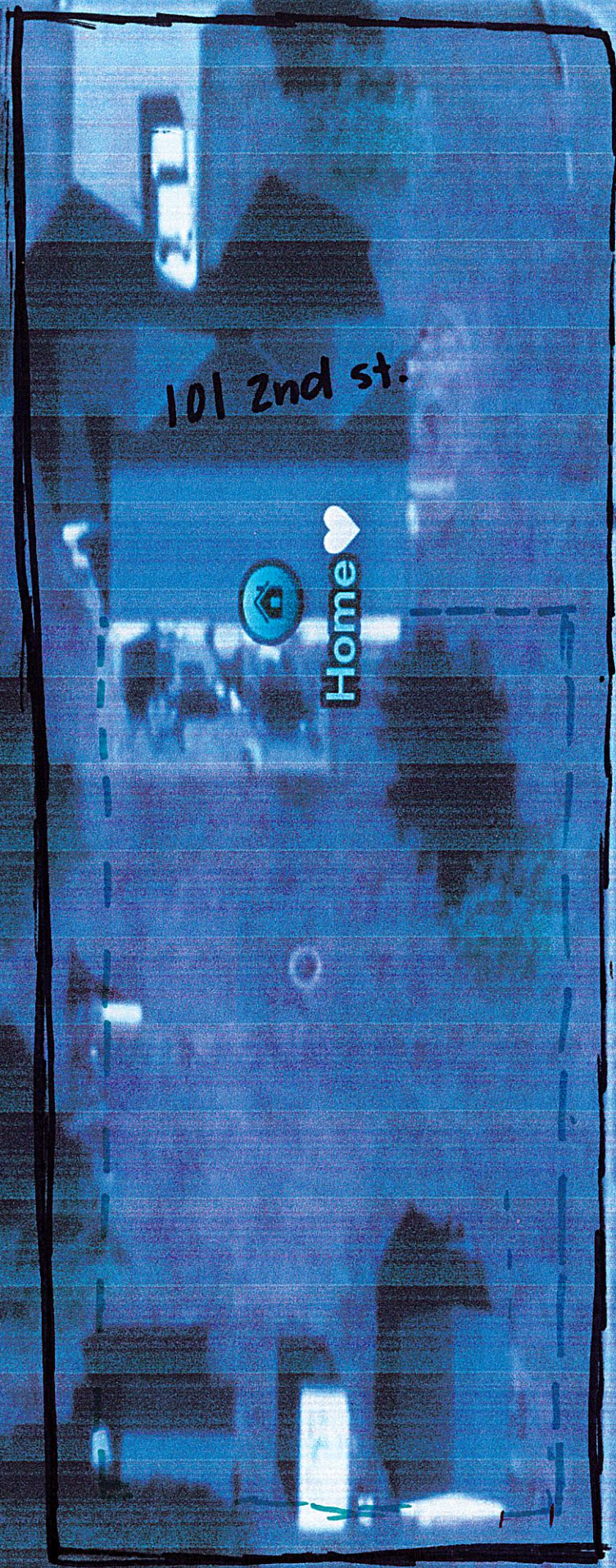
Begin forwarded message:

101 2nd st.

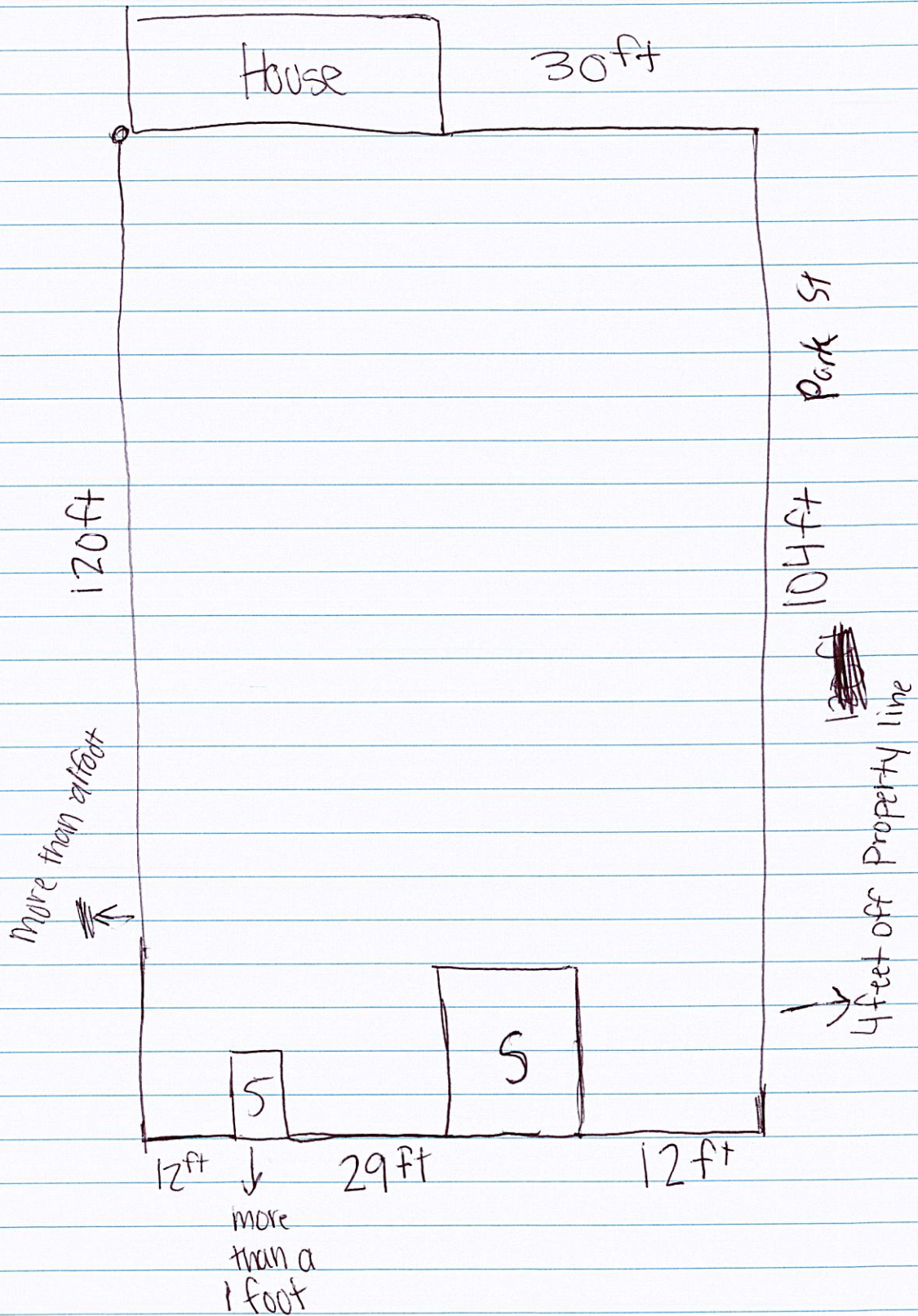
Home  

--- = property line --- = Fence

K ST



House outline



Clerk

From: Robb Berscheid <robb@everythingsigns.com>
Sent: Friday, May 8, 2026 1:40 PM
To: Clerk
Cc: Dave Blommel
Subject: Re: Land of use permit

I would say 9' off the curb them, unless they can locate and mark the pin. Then they would need to stay 1' inside that pin

On Fri, May 8, 2026, 1:29 PM Clerk <Clerk@holdingford.gov> wrote:

Thank you, Dave.

Robb, what would the committee's recommendation be for the council then?

Nicky Lahr

Clerk-Treasurer

City of Holdingford

Phone: 320-746-2966 ext 1 | Email: nlahr@holdingford.gov or clerk@holdingford.gov

Web: www.holdingford.gov | Address: PO Box 69, 420 Main Street, Holdingford, MN 56340

From: Dave Blommel <dblommel@sehinc.com>
Sent: Thursday, May 7, 2026 7:06 AM
To: Clerk <Clerk@holdingford.gov>
Cc: Robb Berscheid <robb@everythingsigns.com>
Subject: RE: Land of use permit

Good Morning,

I looked at the drawings from the 2012 project. There is some conflicting information on the drawings as it relates to the Park Street side of the parcel. The right of way line was established by our surveyors at about 12' behind the

Clerk's Report:

Clerk's academy went well, and I will receive my certificate in the next few weeks.

We received grant money for the FD turnout gear and will pay that bill with the next AP run.

The Lions will be working on the train at the trail head park. It will be repaired and repainted. They are looking into full replacement next year as it is deteriorating. They will also be working on repairing the picnic tables at the campgrounds. They would like to discuss the park with the Council possibly at the next meeting, as they would like to add something such as a pickleball, or basketball court.

The County came out to license the Campgrounds for 2026. They found two violations, with one person dumping grey water directly onto the ground and also hooking up to the water supply directly. Steve left a note for the campers to comply, or they would be removed. The County issued us the license.

Campground bookings are in full swing for the summer. I would like some better photos of the individual campsites for the website so people can visualize the park better. Online bookings going well otherwise.

We can expect LGA and Tax payments in late June/Early July.

I will start budgeting at the beginning of July. Does Council have any recommendations on process for this?

I will also start working on the Pay equity report that is due by the end of the year.

**CITY OF HOLDINGFORD
STEARNS COUNTY, MINNESOTA**

RESOLUTION NO. 26-5-11-1

**A RESOLUTION VACATING CERTAIN DRAINAGE AND UTILITY
EASEMENTS TO FACILITATE THE PLAT OF ROMAN’S VIEW PLAT 3**

WHEREAS, Gregory G. Konsor, Trustee of the Gregory G. Konsor Trust Dated August 13, 2012 (the “Owner”), is fee owner of the real property located at Stearns County PID 58.33668.0033 (the “Property”); and

WHEREAS, the Property is subject to certain public drainage and utility easements which are legally described and depicted on Exhibit A attached hereto (the “D&U Easements”); and

WHEREAS, the Property is proposed to be re-platted with additional property and developed by the Owner as *Roman’s View Plat 3*; and

WHEREAS, the Owner has petitioned for the City to vacate the D&U Easements, which are no longer necessary because all required drainage and utility easements will be re-dedicated on the plat of *Roman’s View Plat 3*; and

WHEREAS, after duly posted, published, and mailed notice and a public hearing, the City Council has determined that there is no continuing need for the D&U Easements, and so it is in the public interest to vacate the D&U Easements pursuant to Minnesota Statutes, sections 462.358, subd. 7 and 412.851.

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

1. The above recitals are hereby adopted as findings and incorporated into this Resolution as if fully set forth herein.
2. The City Council hereby approves the vacation of the D&U Easements, as described above, on condition that the final plat of *Roman’s View Plat 3* is approved and released for recording.
3. Upon the satisfaction of the above conditions, the city clerk is hereby authorized and directed to prepare and present to the Stearns County auditor a notice that the City has completed these vacation proceedings. Said notice shall also be recorded with Stearns County land records pursuant to instructions approved by the city attorney ensuring the concurrent recording of the plat of *Roman’s View Plat 3*.

Adopted by the Holdingford City Council this 11th day of May, 2026.

Travis Harlander, Mayor

Attested:

Nicky Lahr, City Clerk-Treasurer

EXHIBIT A

Description and Depiction of the D&U Easements

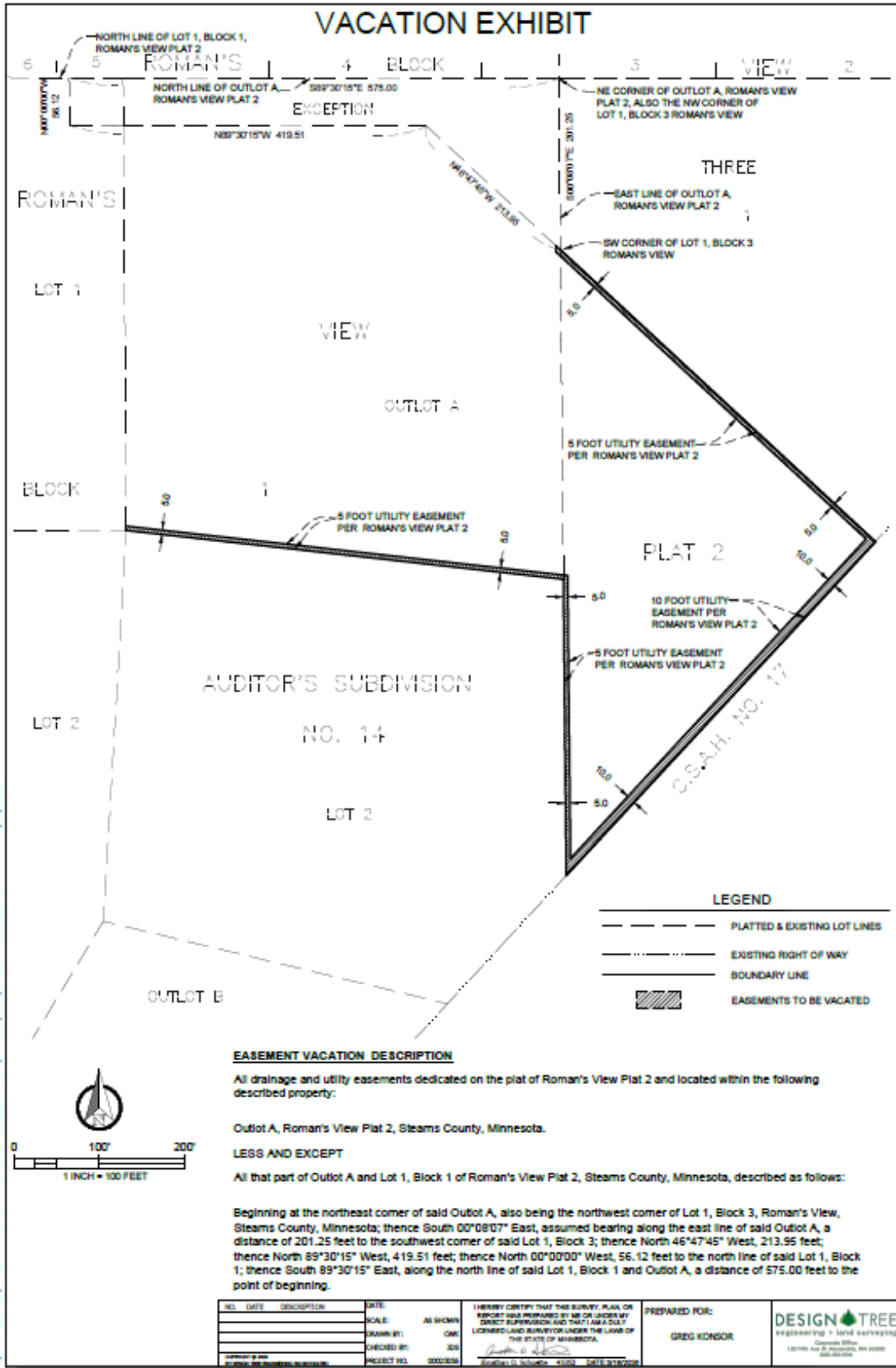
All drainage and utility easements dedicated on the plat of Roman's View Plat 2 and located within the following described property:

Outlot A, Roman's View Plat 2, Stearns County, Minnesota.

LESS AND EXCEPT

All that part of Outlot A and Lot 1, Block 1 of Roman's View Plat 2, Stearns County, Minnesota, described as follows:

Beginning at the northeast corner of said Outlot A, also being the northwest corner of Lot 1, Block 3, Roman's View, Stearns County, Minnesota; thence South 00°08'07" East, assumed bearing along the east line of said Outlot A, a distance of 201.25 feet to the southwest corner of said Lot 1, Block 3; thence North 46°47'45" West, 213.95 feet; thence North 89°30'15" West, 419.51 feet; thence North 00°00'00" West, 56.12 feet to the north line of said Lot 1, Block 1; thence South 89°30'15" East, along the north line of said Lot 1, Block 1 and Outlot A, a distance of 575.00 feet to the point of beginning.



**CITY OF HOLDINGFORD
STEARNS COUNTY, MINNESOTA**

RESOLUTION NO. 26-5-2

**RESOLUTION APPROVING THE FINAL PLAT FOR
ROMAN’S VIEW PLAT 3 WITHIN THE CITY OF HOLDINGFORD**

WHEREAS, the City of Holdingford (the “City”) is a municipal corporation, organized and existing under the laws of Minnesota; and

WHEREAS, the City has adopted zoning and subdivision regulations to promote the orderly, economic and safe development and utilization of land; and

WHEREAS, Gregory G. Konsor, as Trustee of the Gregory G. Konsor Trust, dated August 13, 2012 (the “Applicant”), has proposed through a plat application to rearrange an existing lot line between the parcels legally described in Exhibit A attached hereto (the “Property”); and

WHEREAS, on January 12, 2026, the City Council held a public hearing on the Applicant’s preliminary plat request; and

WHEREAS, on February 9, 2026, the City Council approved the Applicant’s preliminary plat via motion; and

WHEREAS, the Applicant has now applied for final approval to plat the Property as Roman’s View Plat 3; and

WHEREAS, upon review of the final plat, the City Council finds that the final plat is substantially consistent with the approved preliminary plat, the terms and conditions thereof, and the requirements of the City’s subdivision regulations; and

WHEREAS, based upon the procedural history, staff comments and analysis, and the recommendations provided, the City Council hereby finds that the final plat for Roman’s View Plat 3 meets the requirements of the City Code, and further finds that approval of the final plat, subject to the conditions outlined below, is warranted.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Holdingford, Minnesota, that based upon review of the application information, and review by City staff and the City Engineer, the City Council hereby approves the final plat of Roman’s View Plat 3 subject to the following conditions:

1. The Applicant shall conform to any and all requirements resulting from the City Attorney’s review of the title work and plat opinion, dated May 7, 2026;

2. The Applicant shall pay all fees and costs incurred by the City as related to the plat and its associated applications, including drafting and review of all necessary documents by consultants.
3. The final plat shall be recorded with Stearns County within 60 days of the date of this approval;
4. All representations, written and oral, made by the Applicant contained in and concerning the application must have been true, complete, and accurate at the time they were made; and
5. The Applicant is in compliance and remains in compliance at all times with all applicable laws, rules, regulations, and agreements concerning the Property for which this approval is granted.

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the City Council of the City of Holdingford, Minnesota that, only upon the Applicant's compliance with the terms and conditions of this approval and at the direction of the City Attorney, the Mayor and City staff are authorized and directed to sign the final plat on behalf of the City and release it to the Applicant for recording.

NOW, THEREFORE, BE IT FINALLY RESOLVED, by the City Council of the City of Holdingford, Minnesota, that City staff and City consultants shall take any appropriate action necessary and convenient in order to accomplish the intent of this Resolution.

Adopted by the Holdingford City Council this 11th day of May, 2026.

Travis Harlander, Mayor

Attested:

Nicky Lahr, City Clerk-Treasurer

EXHIBIT A

Legal Description of the Property

Parcel 1

Outlot A, Roman's View Plat 2, Stearns County, Minnesota.

LESS AND EXCEPT

All that part of Outlot A and Lot 1, Block 1 of Roman's View Plat 2, Stearns County, Minnesota, described as follows:

Beginning at the northeast corner of said Outlot A, also being the northwest corner of Lot 1, Block 3, Roman's View, Stearns County, Minnesota; thence South 00°08'07" East, assumed bearing along the east line of said Outlot A a distance of 201.25 feet to the southwest corner of said Lot 1, Block 3; thence North 46°47'45" West, 213.95 feet; thence North 89°30'15" West, 419.51 feet; thence North 00°00'00" West, 56.12 feet to the north line of said Lot 1, Block 1; thence South 89°30'15" East, along the north line of said Lot 1, Block 1 and Outlot A, a distance of 575.00 feet to the point of beginning.

Parcel 2

That part of Lot 2 of Auditor's Subdivision No. 14 of Section 9, Township 126 North, Range 30 West, Stearns County, Minnesota (being located in the NW 1/4 SW 1/4 of said Section 9), described as follows: Commencing at the Northeast corner of the NW 1/4 SW 1/4; of said Section 9, thence South 00° 08' 07" East on an assumed bearing along the East line of said NW 1/4 SW 1/4 631.15 feet to the point of beginning of the land to be described; thence continuing South 00° 08' 07" East, along said East line 420.59 feet to its intersection with the center line of Stearns County Road 17; thence South 43° 12' 50" West, along said center line 124.38 feet; thence North 76° 05' 43" West 472.82 feet; thence North 03° 45' 22" East 459.40 feet; thence South 83° 14' 30" East 516.63 feet to the point of beginning.

[To be platted as Roman's View Plat 3, Stearns County, Minnesota]

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: _____ Previous Gambling Permit Number: X- _____

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____ County: _____

Name of Chief Executive Officer (CEO): _____

CEO Daytime Phone: _____ CEO Email: _____
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

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
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): _____

Physical Address (do not use P.O. box): _____

Check one:
___ City: _____ Zip: _____ County: _____
___ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): **October 2nd, 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 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)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p>The application is acknowledged with no waiting period.</p> <p>_____ 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).</p> <p>_____ The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 20px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p>The application is acknowledged with no waiting period.</p> <p>The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p>The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>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.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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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: _____
(Signature must be CEO's signature; designee may not sign)

Print Name: _____

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
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<p>Complete a separate application for:</p> <ul style="list-style-type: none"> • all gambling conducted on two or more consecutive days; or • all gambling conducted on one day. <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p>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.</p> <p>Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p>	<p>Mail application with:</p> <p>_____ 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.</p> <p>To: Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p> <p>Questions? Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p>
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<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 & 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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This form will be made available in alternative format (i.e. large print, braille) upon request.

<p style="text-align: center;">How You May Spend Gambling Funds</p>	<p style="text-align: center;">How You May Not Spend Gambling Funds</p>
<p>Allowable expenses - Gambling funds may be spent for allowable expenses, such as:</p> <ul style="list-style-type: none"> • gambling equipment (pull-tabs, bingo paper, bingo blower, paddlewheel tickets, tipboard games); • advertising; • printing raffle tickets; or • any services or goods that are directly related to the conduct of your gambling. <p>Charitable contributions - Gambling funds may be spent for the following charitable contributions (lawful purpose):</p> <ul style="list-style-type: none"> • to or by 501(c)(3) organization and 501(c)(4) festival organizations; • relieving the effects of poverty, homelessness, or disability; • problem gambling programs approved by the Minnesota Department of Human Services; • public or private nonprofit school; • scholarships (if a contribution is made to a scholarship fund, it must be made to a nonprofit organization whose primary mission is to award scholarships); • church; • recognition of military service (open to public or active military personnel in need); • activities and facilities benefiting youth under age 21; • citizen monitoring of surface water quality, with data submitted to Minnesota PCA; • unit of government (NOTE: A direct contribution to a law enforcement or prosecutorial agency is not allowed); • wildlife management projects or activities that benefit the public-at-large, with DNR approval; • grooming and maintaining snowmobile or all-terrain trails that are grant-in-aid trails, or other trails open to public use, with DNR approval; • supplies and materials for DNR training and educational programs; • nutritional programs, food shelves, and congregate dining programs primarily for persons who are 62 or older or disabled; • community arts organizations or programs; • humanitarian service recognizing volunteerism or philanthropy; and • acquisition and repair of real property and capital assets (contact the Gambling Control Board for requirements). 	<ol style="list-style-type: none"> 1. Controlled contribution - An organization may not retain any control over any contribution made from gambling funds. The only exception is for expenditures by a 501(c)(3) organization or a 501(c)(4) festival organization to its general fund. 2. Financial gain - A contribution or expenditure may not be made if it results in any monetary, economic, financial, or material benefit to the organization making the contribution or expenditure. 3. Government - An expenditure may not be made for: <ul style="list-style-type: none"> • influencing the nomination or election of a candidate for public office; • promoting or defeating a ballot question; or • any activity intended to influence an election or a governmental decision-making process. 4. Law enforcement - A direct contribution may not be made to a law enforcement or prosecutorial agency. 5. Pension - A contribution may not be made to a government pension or retirement fund, such as a fire relief association. 6. Conflict of interest - A contribution or expenditure may not be made if it is not allowed under the conflict of interest provisions of the Minnesota Nonprofit Corporation Act, Minnesota Statutes, Section 317A.255. 7. Alcohol - An expenditure may not be made for the purchase of any intoxicating liquor, wine, or malt beverages. 8. Fundraising - An expenditure may not be made for fundraising costs, except as allowed for a 501(c)(3) organization or 501(c)(4) festival organization from its general fund. 9. Other organizations - With few exceptions, gambling funds may not be contributed to other organizations or clubs such as veterans, fraternal, Lions, etc. unless it is a 501(c)(3) organization. 10. Other contributions - A contribution may not be made to a 501(c)(3) organization or another entity with the intent or effect of not complying with lawful purpose restrictions or requirements.

BINGO AND RAFFLE – Checklist for Excluded/Exempt Permits

The purpose of this form is to help your organization conduct excluded/exempt gambling in compliance with the requirements listed below. Exempt and Excluded activities cannot be conducted in the same calendar year. The five forms of lawful gambling are bingo, paddlewheels, pull-tabs, raffles and tipboards. Detailed information regarding each requirement is available by clicking on the following links [in blue italics]: 1) applicable statutes and rules; 2) the [Lawful Gambling Manual](#); 3) the online class, “[Conduct of Raffles](#)”; and 4) the [phone number and email address](#) of your county’s Licensing (license, permits and leases) and Compliance (conduct and reporting) Specialists.

Check Box	RAFFLES
	1. Tickets are printed in accordance with MN Rule 7861.0310 .
	2. Tickets contain the sequential number of the raffle ticket. Theatre style tickets may be used. (349.173)
	3. A list of prizes and a statement of other relevant information is made available to ticket purchasers. (349.173)
	4. The organization must pay in full or otherwise become the owner of all prizes prior to the raffle drawing, except for raffles with gross receipts of \$60 or less. (7861.0260)
	5. A merchandise certificate is used when a prize requiring registration or licensure (guns, cars, ATVs, etc.) is offered. (7861.0260)
	6. Prizes must not consist of lawful gambling equipment including raffle tickets for another raffle. (7861.0260)
	7. The total value of lawful gambling prizes awarded (use fair market value for donated prizes) does not exceed \$50,000 in a calendar year. (349.166)
	8. Cash must not be substituted for merchandise prizes that have been won. (7861.0260 Subp. 4C(2))
	9. Alcohol is only awarded as a prize to persons who demonstrate that they are 21 years of age or older. (340A.707)
	10. Only cash, personal checks, cashier’s checks, money orders, travelers’ checks, and debit cards may be accepted for the purchase of tickets (NO CREDIT CARDS – NO INTERNET SALES). (349.2127) (7861.0260)
	11. The method of winner selection cannot be manipulated or based on the outcome of an event not under the organization’s control. (349.173)
	12. Persons are not required to be present at a raffle drawing to be eligible to win. (349.173) (7861.0310)
	13. Raffle tickets are not sold to or won by persons under age 18. (349.181) (7861.0310)
	14. Purchasers are not required to buy anything other than the ticket. (349.173) (7861.0310)
	15. Clear and legible house rules in accordance with MN Rule 7861.0310 are prominently posted at the point of winner selection.
	16. An exempt permit financial report (LG220A) must be submitted to the Gambling Control Board within 30 days of the gambling occasion. (349.166)
BINGO	
	1. Clear and legible house rules in accordance with MN Rule 7861.0270 are prominently posted at the point of winner selection.
	2. House rules include the policy on declaring bingo and last number called. (7861.0270 Subp. 2A(1))
	3. House rules include the reasons for potentially cancelling bingo occasions. (7861.0270 Subp. 2A(1))
	4. All sales must be on a cash basis and take place at the permitted premises during or immediately prior to the bingo occasion. (NO CREDIT CARDS – NO INTERNET SALES) (7861.0270 Subp. 5B(1))
	5. Bingo paper must not be offered for free or discounted unless the price is reduced with a coupon. (7861.0270 Subp. 5B(7))
	6. Bingo balls must be available for inspection by at least one player before the occasion begins to determine that all are present and in operating condition. (7861.0270 Subp. 3A)
	7. No reservation of bingo cards or bingo paper for any person (7861.0270 Subp. 3F)
	8. Bingo records (including bingo program) must be kept for 3½ years. (7861.0270 Subp. 11)
BINGO AND RAFFLES	
	1. Gambling records must be kept for 3½ years. (7861.0310)
	2. Gambling funds may only be spent for allowable expenses and lawful purposes. (349.12 Subd. 3a) (349.12 Subd. 25) (mn.gov/gcb/faq-exemptexcluded.html) and (mn.gov/gcb/assets/infosheetspendinggamblingfunds.pdf)

City of Holdingford
Resolution 26-5-11-4
Gambling Permit Approval for Holdingford Lions

WHEREAS, the Holdingford Lions, a nonprofit organization in good standing, has submitted an application to the City of Holdingford for a lawful gambling permit; and

WHEREAS, the organization intends to conduct a raffle on **October 2nd, 2026**, at **Holdingford American Legion**, located within the City of Holdingford; and

WHEREAS, the total value of prizes to be awarded is approximately **\$5,000**; and

WHEREAS, Minnesota Statutes, Section 349.213, require local approval for the conduct of lawful gambling activities within city limits; and

WHEREAS, the City Council of the City of Holdingford finds that the proposed gambling activity is consistent with state law and is beneficial to the community.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Holdingford hereby approves the application of the Holdingford Lions for a lawful gambling permit to conduct a raffle on October 2nd, 2026, at Holdingford American Legion.

Adopted by the City Council of the City of Holdingford this 11th day of May, 2026.

Attest:

Nicky Lahr
City Clerk/Treasurer

Travis Harlander,
Mayor

LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: Holdingford Area Chamber of Commerce Previous Gambling Permit Number: X-04655-25-026

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 23-7448668

Mailing Address: PO Box 35

City: Holdingford State: MN Zip: 56340 County: Stearns

Name of Chief Executive Officer (CEO): Robb Berscheid

CEO Daytime Phone: 320-746-0746 CEO Email: robb@everythingsigns.com
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

- Fraternal Religious Veterans Other Nonprofit Organization

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

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

- A current calendar year Certificate of Good Standing**
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division Secretary of State website, phone numbers:
 60 Empire Drive, Suite 100 www.sos.state.mn.us
 St. Paul, MN 55103 651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Holdingford Legion

Physical Address (do not use P.O. box): 560 Main St

Check one:

City: Holdingford Zip: 56340 County: Stearns

Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): 10/2/2026

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 and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

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: [Signature] Date: 5/11/26

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

Print Name: Robb Berscheid

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 Department 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.

City of Holdingford
Resolution 26-5-11-5
Gambling Permit Approval for Holdingford Chamber of Commerce

WHEREAS, the Holdingford Chamber of Commerce, a nonprofit organization in good standing, has submitted an application to the City of Holdingford for a lawful gambling permit; and

WHEREAS, the organization intends to conduct a raffle on **September 25th, 2026**, at **Holdingford American Legion**, located within the City of Holdingford; and

WHEREAS, the total value of prizes to be awarded is approximately **\$35,000**; and

WHEREAS, Minnesota Statutes, Section 349.213, require local approval for the conduct of lawful gambling activities within city limits; and

WHEREAS, the City Council of the City of Holdingford finds that the proposed gambling activity is consistent with state law and is beneficial to the community.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Holdingford hereby approves the application of the Holdingford Chamber of Commerce for a lawful gambling permit to conduct a raffle on September 25th, 2026, at Holdingford American Legion.

Adopted by the City Council of the City of Holdingford this 11th day of May, 2026.

Attest:

Nicky Lahr
City Clerk/Treasurer

Travis Harlander,
Mayor