

City Council
2022 August Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, August 2, 2022

- 1. Call to Order**
- 2. Citizens' Concerns**
- 3. Agenda Additions and Deletions**
- 4. Approval of Consent Agenda**
 1. Council Minutes of the July 12, 2022
 2. Bills paid between Council meetings and Council bills
 3. Liquor Store bills for July 2022
 4. General Fund/Special Revenue Money Market Account Report
 5. 2022 Investment Schedule/Bond Schedule
 6. American Rescue Plan Funding 2021-2026
 7. Late water/sewer bills
- 5. Vergas Comprehensive Plan 2036**
- 6. West Central Initiative**
- 7. Lawrence Lake Acres Final Plat**
- 8. LMC-Liability Coverage -Waiver**
- 9. Easements - Townline Road**
- 10. Sewer Refund Request**
- 11. Engineering Agreements**
 - Street Condition Survey
 - Keilley Shores 3rd Addition Construction Admin & Observation
- 12. Committee Reports**
 1. Parks
 2. Planning Commission
- 13. 2023 Budget**
- 14. Staff Reports**
 - Utility Superintendent
- 15. Information & Announcements**
 1. MN Rural Water, (DuFrane & Engebretson) September 1, 2022, Waconia, MN
 2. Clerks Advanced Academy- (Lammers) September 15-16, 2022 New Ulm MN
- 16. Adjournment**

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4. Approval of Consent Agenda

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3. Liquor Store bills for July 2022
4. General Fund/Special Revenue Money Market Account Report
5. 2022 Investment Schedule/Bond Schedule
6. American Rescue Plan Funding 2021-2026
7. Late water/sewer bills

Files Attached

- 2022 July 12 Council Agenda & Minutes.pdf
- 2022 City Bill Listing.pdf
- 08-22 Claims List for Approval.pdf
- 2022 Liquor Store Bill Listing.pdf
- Genreal Fund_Special Revenue Money Market Account Report.pdf
- Genreal Fund_Special Revenue Money Market Account Report.pdf
- American Rescue Plan Funding 2021-2026.pdf
- Statement of Accounts -not balanced Liquor Store Deposits not entered.pdf
- AgedBalance_07282022.pdf

VERGAS COUNCIL
MEETING MINUTES
VERGAS EVENT CENTER & ZOOM
Tuesday, July 12, 2022

The City Council of Vergas met at 6:30 pm, on Tuesday, July 12, 2022, at the Vergas Event Center and on a Zoom for a hybrid regular council meeting with the following members present: Mayor Julie Bruhn, Council Members: Natalie Fischer, Paul Pinke, Bruce Albright (Hybrid) and Logan Dahlgren. Absent: none. Also present: Clerk/Treasurer Julie Lammers, Liquor Store Manager Kyle Theisen, Robert Williams of the Frazee-Vergas Forum, Engineers Jeff Kuhn and Blaine Green, Dean Haarstick, Sherri Hanson, Keith Bunkowske, Jim Sandau, Rosemary Sandau, Anthony Boyd, Kyle Theisen, Colleen Hoffman and Tom Winters.

Call to Order

Mayor Julie Bruhn called the City Council meeting to order. All voting at this meeting will be taken by a roll call vote as Bruce Albright attending by zoom located at the Long Lake Park.

Citizens' Concerns

None.

Agenda Additions and Deletions

Motion by Pinke, seconded by Fischer to approve the agenda with the addition of a 1-4-day permit and the removal of the Utilities Superintendent report. Voting yes: Fischer, Pinke and Albright. Voting No: none. Abstain: Dahlgren. Motion carried.

Approval of Consent Agenda

Motion by Albright, seconded by Pinke to approve the following consent agenda items:

- a. Council Minutes of the June 14, 2022 and June 29, 2022
- b. Bills paid between Council meetings for a total of \$78,746.66
- c. Liquor Store bills for May 2022 for a total of \$95,206.36
- d. General Fund/Special Revenue Money Market Account Report
- e. 2022 Investment Schedule/Bond Schedule
- f. Late water/sewer bills
- g. Certifying dog owners without a licenses to property taxes

Motion passed unanimously.

Bruhn asked to remove American Rescue Plan Funding 2021-2026 from the agenda to inform Council the funding needs to be spent by December 31, 2024 and if boards would like to use funding, please include in committee budget proposals.

August Meeting Date

Due to primary election being on August 9, 2022 City Council meeting needs to be rescheduled. Motion by Pinke, seconded by Dahlgren to move the August Council meeting to August 2, 2022. Motion passed unanimously.

Vergas Comprehensive Plan

Bruhn informed Council the plan has been modified after receiving information from the public hearing and will be provided to the Council for final approval at the August 2, 2022 Council meeting.

2021 Audit Report

Colleen Hoffman, Hoffman, Phillip & Knutson, PLLC presented the 2021 audit. Hoffman thanked the current employees for their work and stated they worked hard to keep accurate records and provide information to her. Hoffman encouraged Council members to call her with any questions

they may have regarding the audit. Motion by Pinke, seconded by Fischer to move \$26,227.12 from general fund to the Long Lake Trail Extension Project Fund. Motion passed unanimously. Hoffman asked Council to call her if they have questions in the future.

1st Avenue South

Lammers reviewed the 1st Ave S parking concern regarding diagonal parking which has been approved by both the County and the City on February 8, 2022. County has discussed this with Kuhn and the turning lanes were not reviewed before approving the plan. Kuhn will continue to work with the County Engineer on this project. Dean Haarstick stated 1st Ave and parking and driving along the road is difficult. In front of 160 S 1st Avenue the snow removal was not done due to the construction causing his property to flood. During the 1993 Street project they were 19 feet off causing flooding into his shop when snow is not removed. Requested a written agreement to have the snow removed from the corner of Linden and 1st Avenue. Haarstad stated the City's new phone system is difficult to use and it is a long-distance call for Vergas resident landlines. Haarstick stated the city needs to calibrate with working citizens on small tasks and should not require construction permits for repairs. Council stated the streets, sidewalks and yard waste committee will look into a policy regarding snow removal. Pinke stated we may need to look at changing the truck route off of Main Street and have them stay on Linden Avenue.

Engineering

GIS Report

Lammers reviewed a proposal for GIS mapping for the City of Vergas. This would be a program owned by the city and information regarding, streets, sidewalks, water and sewer lines, street signs etc. would be logged into. Program will be used by Council and Boards for planning, City Employees will use it to make their jobs more productive. Motion by Pinke, seconded by Dahlgren to approve spending \$4,600 from the American Rescue Plan Funding. Motion passed unanimously.

Keilley Shores 3rd Addition

Kuhn reviewed plans and stated they look good. Concerns regarding draining with the current cul-de-sac and metal culverts. We may want to consider a concrete culvert instead of a metal culvert as they will last longer. There is 2-foot ditch depths and Kuhn would like to see 2 ½ to 3 foot for entrance culverts to get adequate cover over the top of the pipes. On the South end of the property the sanitary sewer is running tight as well as the grading. Testing looks to be covered and paid for by the developer. Would like clarification of which engineer is overseeing – is this being overseen by Moore Engineering or the City Engineer, this can be discussed at a pre-construction conference. Albright stated the permit was approved by the planning commission with Kuhn comments incorporated. We can look at updating our culvert ordinance for future projects but should allow this culvert for this project. Kuhn asked for a construction meeting at least one week before construction begins. Bunkowske stated he cannot start this project until this permit is approved. Hough Construction will be doing the construction for this project and when they are able to get together for a construction meeting it will be scheduled. Bunkowske stated this project has been a nightmare due to communication within the City. Bunkowske has not heard anything back since the planning commission meeting and he has been waiting for communication from either the city office or engineer. Planning Commission approved with comments from the Engineer. Engineer provided comments at tonight's meeting. Albright stated that as the planning commission chair all criteria of the permit has been met with the holding of a pre-construction meeting. Bunkowske was told to proceed as permit is approved.

Easements - Townline Road

Attorney Winters stated he has sent property owners along Townline Road letters regarding easements, and they have been returned to him. Albright stated the street committee has requested a meeting with property owners in August to finish negotiations with the landowners. A meeting will be set up when convenient for the property owners at Winters office located in the Vergas State Bank.

1-4 Day Permit

Outstate Brewing has applied for a 1-4-day permit selling their beer. Motion by Pinke, seconded by Fischer to approve the 1-4-day permit over Looney Days. Motion passed unanimously.

Committee Reports

Park Board

Sherri Hanson reviewed the Park Board meeting held on June 22, 2022, (minutes available at the Vergas City Office). Swimming lessons are going well. Park Board will ask for park donations by a collection hat on the Friday night of Looney Days. Questions openly carrying weapons ordinance during the parade.

Current Vergas Ordinance:

' 130.02 DISCHARGING FIREARMS.

(A) *Shooting upon, over or near a cemetery.* Except as provided by M.S. ' 97A.137, for wildlife management areas that are 40 acres or greater, no person shall, without permission from the proper officials, discharge a firearm upon or over a cemetery or within 100 yards thereof, unless the person is upon his or her own land.

(B) *Hunting near a city park.* Except as provided by M.S. ' 97A.137, for wildlife management areas that are 40 acres or greater, no person shall hunt, shoot, or kill game within 2 mile of a city park unless the City Council has granted permission to kill game not desired within the limits prohibited by this division.

(C) *Discharge of firearms prohibited in certain places.* No person shall discharge a firearm on a lawn, park, playground, orchard, or other ground appurtenant to a school, church, or an inhabited dwelling, the property of another, or a charitable institution. This section does not prevent or prohibit the owner thereof from discharging firearms upon his or her own land.

(D) *Discharging firearms on highways prohibited.* No person shall discharge a firearm upon or over a public road or highway.

(E) *Exceptions.* This section shall not prohibit the firing of a military salute or the firing of weapons by persons of the nation's armed forces acting under military authority and shall not apply to law enforcement officials in the proper enforcement of the law, or to any person in the proper exercise of the right of self-defense, or to any person otherwise lawfully permitted by proper federal, state or local authorities to discharge a firearm in a manner contrary to the provisions of this section.

(F) If any of the above provisions are found to be in conflict with M.S. ' 624.717, as it may be amended from time to time, the provisions of that statute shall prevail.

Penalty, see ' 130.99

Park Board is discussing the issues regarding the accessibility of the bathrooms due to the pickle ball courts.

Street Committee

Albright reviewed Street Committee meeting held on Thursday, June 30, 2022, (minutes available at the Vergas City Office). No Council actions required. Anthony Boyd questioned why we have dog licenses? Bruhn stated all cities have dog licenses and it is for public safety. Boyd questioned the handling of the manhole cover that was hit by the snowplow in May and the manhole did not get repaired until a few weeks ago with class 5 and it should have been repaired with black dirt. Questioned the ordinance on driveways being plowed out and wanted to see invoices of those charged, Lammers stated she needed proof of driveways being plowed before she is able to invoice.

EDA/HRA

Albright reviewed EDA/HRA meeting minutes of July 6, 2022, (minutes available at the Vergas City Office). No council actions made.

Event Center

Lammers reviewed the Vergas Event Center meeting held on July 6, 2022 (minutes available at the Vergas City Office). No Council actions were made.

Liquor Store/Municipal Building/Licensing

Bruhn reviewed Liquor Store/Municipal Building/Licensing meeting minutes of June 29, 2022, (minutes

available at the Vergas City Office). No Council actions were made.

Planning Commission

Lammers reviewed Planning Commission meeting minutes of June 20, 2022, and June 27, 2022 (minutes available at the Vergas City Office). Discussed issues with stairs in road right of way (Otter Tail County is pursuing the removal of). 88 Park View has added a plastic barrier under sand on their beach without getting a City permit. The City Attorney will need to review action regarding the beach sand issue. Developers notice procedure was discussed and Council asked that the procedure contain more detailed information and to add engineer review.

Personnel Election Judges

Lammers stated Kari Dahlgren has expressed interest in being an election judge. Lammers stated she learned at election training the city office is required to be open 2 or more hours the Saturday before the close of filings. The city office will be open from 10-12 on Saturday, August, 13, 2022. Filings for Mayor and City Council will be open from August 2, 2022 until August 9, 2022. Motion by Pinke, seconded by Fisher to hire Kari Dahlgren as an election judge. Voting yes: Fischer, Pinke and Albright. Voting No: none. Abstain: Dahlgren. Motion carried.

Ole's Ride

Lammers stated Vanessa Perry representing Billy's and Ole's Ride requested Main Street be closed from 2 pm to 2 am on Aug. 27-28, 2022 and Railway Avenue closed Friday, August 26 from 4 pm to 9 pm and Saturday, August 27 from 7 am to 12 pm. Motion by Pinke, seconded by Dahlgren to allow street closings for Ole's Ride. Motion passed unanimously.

2023 Budget

Bruhn reviewed and asked committee chairs to provide Lammers with their recommendations as the preliminary budget needs to be approved in September.

Staff Report

Liquor Store Manger

Theisen reviewed Liquor Store activities and stated he has a new Liquor Store site up on the web but due to purchasing disabilities he is not advertising the site until updates are made.

Information & Announcements

MN Rural Water, (DuFrane & Engebretson) September 1, 2022, Waconia, MN
Clerks Advanced Academy- (Lammers) September 15-16, 2022 New Ulm MN

Adjournment

Meeting was adjourned at 7:54 pm.

Julie Lammers, CMC
Vergas Clerk-Treasurer

CITY OF VERGAS
 Bill Listing for July 14 to Aug. 1, 2022

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
Adobe Reader	All Depts., Computer Program	16.10
Anderson, Jodi	Event Center, return deposit	300.00
City of Vergas	Payroll	5,626.41
ESRI	GIS Program	938.00
Internal Revenue Services	2022 Withholding Tax	4,475.17
Lake Region Electric	Sign, electricity	42.92
Leighton Broadcasting	Event, advertising	100.00
MN Dept. of Revenue	Sales Tax	541.89
MN Dept. Revenue	2022 Withholding Tax	482.97
Public Employees Retirement Assoc.	Payroll	2,110.24
Sydney Glawe	Event, deposit refund	284.01
United States Postal Service	Postage	380.30
Vergas Fire & Rescue	TIP Donation	5,000.00
Vergas State Bank	Shazam Card	1.00
Total for bills paid between Council Meetings		<hr/> \$20,299.01

Date Range : 7/1/2022 To 8/2/2022

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
08/02/2022	3D Specialties, Inc.	St, signs	46060	\$113.10	100-43110-210-	Highways, Streets & Roadways	\$113.10
08/02/2022	A.S.P. of Moorhead, Inc	Event, Gaurds 7/23/2022	46061	\$189.00	100-45110-300-	EVENT CENTER	\$189.00
08/02/2022	Aramark	Event, towels and rugs Inv 2520035544, 890036014	46062	\$154.90	100-45110-210-	EVENT CENTER	\$154.90
08/02/2022	Core & Main LP	Water & Sewer, supplies	46063	\$161.29	601-49440-300-	Water Utilities - Administration and General	\$161.29
08/02/2022	Colonial Life	Employee, insurance employee reimbursed	46064	\$182.24	100-41405-999- 609-49751-999-	Clerk Liquor Store - Manager - Off-Sale	\$58.12 \$124.12
08/02/2022	Corporate Technologies, LLC	Technology	46065	\$389.00	100-41010-321-	GENERAL GOVERNMENT	\$389.00
08/02/2022	Dewey's Septic Service	Sewer, jetting main lines	46066	\$6,108.75	602-49490-300-	Sewer Utilities - Administration and General	\$6,108.75
08/02/2022	Driveway Service	Parks, 16 yards of sand	46067	\$384.00	100-45210-400-	Parks	\$384.00
08/02/2022	Michael DuFrane	St, Parks, Water, Sewer, cell phone	46068	\$75.00	100-43110-321- 100-45210-321- 601-49440-321- 602-49490-321-	Highways, Streets & Roadways Parks Water Utilities - Administration and General Sewer Utilities - Administration and General	\$18.75 \$18.75 \$18.75 \$18.75

Date Range : 7/1/2022 To 8/2/2022

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08/02/2022	Matthew Engebretson	St, Pk, reimbursed cell phone	46069	\$25.00			
					100-43110-321-	Highways, Streets & Roadways	\$12.50
					100-45210-321-	Parks	\$12.50
08/02/2022	Frazee-Vergas Forum	Event, advertising	46070	\$55.00			
					609-49751-340-	Liquor Store - Manager - Off-Sale	\$55.00
08/02/2022	Great Plains Natural Gas Company	Event, Shop, utility	46071	\$535.21			
					100-45110-380-	EVENT CENTER	\$535.21
08/02/2022	Hansons Plumbing & Heating, Inc.	Event, service work	46072	\$301.15			
					100-45110-400-	EVENT CENTER	\$301.15
08/02/2022	INTERNATION INST OF MUNICIPAL CLERK	Clerk, Dues	46073	\$175.00			
					100-41405-345-	Clerk	\$58.33
					601-41405-345-	Clerk	\$58.33
					602-41405-345-	Clerk	\$58.34
08/02/2022	Julie Lammers	Clerk, cell phone reimbursement, election mileage training	46074	\$98.75			
					100-41405-321-	Clerk	\$25.00
					601-49440-321-	Water Utilities - Administration and General	\$25.00
					602-49490-321-	Sewer Utilities - Administration and General	\$25.00
					100-41410-331-	Elections	\$23.75
08/02/2022	Marco Inc	Copier, contract	46075	\$179.66			
					100-41010-200-	GENERAL GOVERNMENT	\$59.89
					601-49440-200-	Water Utilities - Administration and General	\$59.89
					602-49490-200-	Sewer Utilities - Administration and General	\$59.88
08/02/2022	MENARDS - DETROIT LAKES	Event, supplies	46076	\$31.98			
					100-45110-999-	EVENT CENTER	\$15.99

Date Range : 7/1/2022 To 8/2/2022

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					100-45110-210-	EVENT CENTER	\$15.99
08/02/2022	Otter Tail Power Company	All depts, utility (2022)	46077	\$2,150.06			
					100-43160-380-	Street Lighting	\$640.54
					100-45110-380-	EVENT CENTER	\$550.33
					100-43010-380-	City Shop	\$75.15
					100-45210-380-	Parks	\$191.18
					601-49440-380-	Water Utilities - Administration and General	\$440.90
					602-49490-380-	Sewer Utilities - Administration and General	\$242.82
					100-45210-380-	Parks	\$9.14
08/02/2022	Perham Office Supply	GG, office supplies	46078	\$17.47			
					100-41010-210-	GENERAL GOVERNMENT	\$17.47
08/02/2022	Morgan Pramann	Event, deposit refund	46079	\$300.00			
					100-45210-999-	Parks	\$300.00
08/02/2022	Productive Alternatives, Inc.	Event Center, Cleaning Inv#71103	46080	\$115.70			
					100-45110-300-	EVENT CENTER	\$115.70
08/02/2022	RDO Equipment Company	Parks, Lawn Mower blades	46081	\$117.67			
					100-45210-210-	Parks	\$117.67
08/02/2022	RMB Environmental Laboratories, Inc	Water, WWTF,Chemicals	46082	\$323.00			
					602-49490-218-	Sewer Utilities - Administration and General	\$161.50
					601-49440-218-	Water Utilities - Administration and General	\$161.50
08/02/2022	MN Association of Small Cities	Membership Dues	46083	\$279.75			
					100-41010-345-	GENERAL GOVERNMENT	\$279.75
08/02/2022	Swansons Repair	Park, mower blad and handle	46084	\$591.03			
					100-45210-210-	Parks	\$581.97
					100-45210-210-	Parks	\$9.06

Date Range : 7/1/2022 To 8/2/2022

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
08/02/2022	Traffic Marking Service, Inc	Street, marking	46085	\$1,191.40			
					100-43110-400-	Highways, Streets & Roadways	\$1,191.40
08/02/2022	Kyle Theisen	LS, cell phone reimbursement	46086	\$25.00			
					609-49751-321-	Liquor Store - Manager - Off-Sale	\$25.00
08/02/2022	U.S. Bank	Go Water and Sewer Bond Series 2009	46087	\$550.00			
					310-41010-620-	GENERAL GOVERNMENT	\$550.00
08/02/2022	Vergas Community Club	GG, T.I.P. donation to play	46088	\$3,000.00			
					100-41010-999-	GENERAL GOVERNMENT	\$3,000.00
08/02/2022	Vergas State Bank	City of Vergas GO Improvement Refunding Bonds, Series 2015A-Interest & Principal	46089	\$1,921.25			
					220-47010-611-	DEBT SERVICE	\$1,921.25
08/02/2022	Vergas Hardware	All Depts, supplies	46090	\$82.49			
					609-49751-210-	Liquor Store - Manager - Off-Sale	\$20.00
					100-45110-210-	EVENT CENTER	\$20.00
					100-43110-210-	Highways, Streets & Roadways	\$20.00
					100-45210-210-	Parks	\$22.49
08/02/2022	Widseth Smith Notlting & Assoc. Inc	Engineering	46091	\$4,241.50			
					100-43110-303-	Highways, Streets & Roadways	\$4,241.50
Total For Selected Claims				\$24,065.35			\$24,065.35

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	Bruce E Albright		City Council/Town Board				Date
	Julie A Bruhn		City Council/Town Board				Date
	Logan M Dahlgren		City Council/Town Board				Date
	Natalie K Fischer		City Council/Town Board				Date
	Paul Pinke		City Council/Town Board				Date

City of Vergas Liquor Store Checks Paid in July 2022

Vendor	Description	Total
Absolute Ice		\$1,547.70
Artisan Beer Company		\$153.20
Arvig Communications	Phone, Security, TV	\$1,686.90
Bergseth Bros		13,541.50
Beverage Wholesalers		7,284.39
Blue Cross Blue Shield	Employee Health Ins.	\$1,640.64
Breakthru Beverage MN Wine and Spirits		4,431.31
City of Vergas	Utility	60.66
City of Vergas	Payroll	2,791.39
Colonial Life	Employee Ins, reimbursed	124.12
Dakota Paper	Supplies	309.46
Datamann, Inc	Computer Support	29.00
D-S Beverage		22,015.59
Frazee-Vergas Forum	Advertising	35.00
Great Plains Natural Gas	Utility	24.70
Hanson's Plumbing & Heating	Service work	198.49
Henry's		1,722.87
Hoffman, Philipp & Knutson	2022 Audit	3,375.00
Internal Revenue Service	2022 Withholding Tax	1,537.20
Johnson Brothers Liquor Co		7,947.80
Leighton Broadcasting	Advertising	400.00
MN Dept. of Revenue	2022 Withholding Tax	204.78
MN Dept. of Revenue	Sales Tax	\$9,022.00
MN Life	Employee Life Ins	116.50
NCR	Credit Card Fees	1,501.64
Otter Tail Power Company	Utility	613.92
Outstate Brewing Company		328.00
Paustis Wine Company		692.00
PERA	Payroll	917.45
Phillips Wine & Spirits		2,609.33
Southern Wine & Spirits of MN		7,072.43
Theisen, Kyle	Reimbursed Cell phone, reg. tape	47.54
Vergas Hardware		18.98
Viking Coca-Cola Bottling Co		630.90
Wine Merchants		481.68
Zitzow Electric	Repairs	113.75
	Total	95,227.82
	July Receipts	126,929.11
July Operating Income (Loss)		\$31,701.29
	Jan- June Operating Income (Loss)	(\$3,582.94)
2022 Total Operating Income (Loss)		\$28,118.35

General Fund/Special Revenue Money Market Account

	2022 Balance	Interest	2022 Interest	2022 Purchased	2022 sold	7/31/2022 Balance
City Shop	3,043.22	3.24%	1.76			3,044.98
Easements	5,215.99	5.56%	3.01			5,219.00
Event Center	1,953.47	2.08%	1.13			1,954.60
General	10,463.93	11.15%	6.03			10,469.96
Park	14,110.62	15.03%	8.14			14,118.76
Sand Seal (Seal Coating)	23,867.92	25.42%	13.76			23,881.68
Sidewalk	11,862.83	12.64%	6.84			11,869.67
Street Improvements/Equipment	23,359.83	24.88%	13.47			23,373.30
Balance	\$93,877.81	100.00%	\$54.14	\$0.00	\$0.00	93,931.95 ***

***Committed total should not drop below \$110,000 or be above \$165,000 at the end of the year.

West Central Initiative
Vergas Community Fund
Balance Sheet
31-May-22

	General Fund	Event Center Fund	Trails, Parks and Recreation Fund	Veteran's Memorial Fund	Economic Development Fund	Total
ASSETS:						
Wells Fargo US Govt 1	\$123.92	\$580.76	\$21,199.53	\$52,483.17	\$15,148.37	\$89,535.75
Unconditional Pledges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Allowance for Unconditional Pledges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Pledge Discount To Present Value	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Receivable Due	\$0.00	\$0.00	\$40.82	\$0.00	\$0.00	\$40.82
Total Assets	\$123.92	\$580.76	\$21,240.35	\$52,483.17	\$15,148.37	\$89,576.57
LIABILITIES:						
Payable To	\$0.00	\$0.00	\$1.05	\$0.25	\$0.00	\$1.30
Grants Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Liabilities	\$0.00	\$0.00	\$1.05	\$0.25	\$0.00	\$1.30
FUND BALANCES	\$123.92	\$580.76	\$21,239.30	\$52,482.92	\$15,148.37	\$89,575.27
TOTAL LIABILITIES & FUND BALANCES	\$123.92	\$580.76	\$21,240.35	\$52,483.17	\$15,148.37	\$89,576.57

General Fund/Special Revenue Money Market Account

	2022 Balance	Interest	2022 Interest	2022 Purchased	2022 sold	5/31/2022 Balance
City Shop	3,043.22	3.24%	1.50			3,044.72
Easements	5,215.99	5.56%	2.56			5,218.55
Event Center	1,953.47	2.08%	0.96			1,954.43
General	10,463.93	11.15%	5.15			10,469.08
Park	14,110.62	15.03%	6.94			14,117.56
Sand Seal (Seal Coating)	23,867.92	25.42%	11.74			23,879.66
Sidewalk	11,862.83	12.64%	5.83			11,868.66
Street Improvements/Equipment	23,359.83	24.88%	11.49			23,371.32
Balance	\$93,877.81	100.00%	\$46.16	\$0.00	\$0.00	93,923.97 ***

***Committed total should not drop below \$110,000 or be above \$165,000 at the end of the year.

West Central Initiative
Vergas Community Fund
Balance Sheet
31-May-22

	General Fund	Event Center Fund	Trails, Parks and Recreation Fund	Veteran's Memorial Fund	Economic Development Fund	Total
ASSETS:						
Wells Fargo US Govt 1	\$123.92	\$580.76	\$21,199.53	\$52,483.17	\$15,148.37	\$89,535.75
Unconditional Pledges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Allowance for Unconditional Pledges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Pledge Discount To Present Value	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Receivable Due	\$0.00	\$0.00	\$40.82	\$0.00	\$0.00	\$40.82
Total Assets	\$123.92	\$580.76	\$21,240.35	\$52,483.17	\$15,148.37	\$89,576.57
LIABILITIES:						
Payable To	\$0.00	\$0.00	\$1.05	\$0.25	\$0.00	\$1.30
Grants Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Liabilities	\$0.00	\$0.00	\$1.05	\$0.25	\$0.00	\$1.30
FUND BALANCES	\$123.92	\$580.76	\$21,239.30	\$52,482.92	\$15,148.37	\$89,575.27
TOTAL LIABILITIES & FUND BALANCES	\$123.92	\$580.76	\$21,240.35	\$52,483.17	\$15,148.37	\$89,576.57

American Rescue Plan Funding 2021-2026

Identified Community Need	Source Identifying	Estimated Cost	Priority Ranking	Date Council Approved
Infrastructure: Generators for 1 Water Plant, 1 Fire Hall, 5 lift stations	Emergency Management Mitigation Action Plan			
Infrastructure: Higher grade dehumidifier for the	Utilities	\$2,470.00	1	9/14/2021
Lost Revenue: Event Center track type unit to provide barrier between kitchen & event area.	Event Center Committee	\$8,000		
Infrastructure: Paint Water tower out of these funds to keep water costs down that are passed onto residents.	Residents	\$123,000		
Broadband Infrastructure; IT Support (All computers/ipads)	City	\$2,400.00	3	9/14/2021
Infrastructure: Heaters for Water Plant	Utilities			
Municipal Building Telephone System	General Government	\$2,030.00	5	3/8/2022
It Support - Fire Wall and Microsoft 365	General Government	\$4,373.00	3	9/14/2021
NDSU Landscaping Phase 1 of Long Lake Park	Parks	\$1,250.00	2	1/11/2022
GIS Mapping	General Government	\$4,600.00	5	7/12/2022
Event Center Floors	Event Center Committee	\$40,000.00		

Income:

9/7/2021	Grant Funds	18,623.80
11/22/2021	Grant Funds	609.88
6/28/2022	Grant Funds	19233.67

Total Income

\$38,467.35

Expenses:

Dehumidifier	Water Plant	2,470.00
Fire Wall	General Government	848.44
Microsoft 365	General Government	1,124.56
Computer Tech. Support	General Government	2,400.00
NDSU Landscaping	Parks	1,250.00
Total Expenses - reported 04/30/2022 report		\$8,093.00

Telephone System	Telephone System	General Government	977.16
GIS Mapping	Widseth Mapping System	General Government	4,600.00

Total Income

\$13,670.16

Total in Fund

\$24,797.19

Total in Fund

*Bold numbers have been submitted to Treasury and cannot be altered.

Next report due 4/30/23 use email address cityofvergas@arvig.net

As on 7/31/2022

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
General Fund	78,042.86	326,436.55	0.00	126,621.00	233,694.55	22.74	73,598.12	223,785.00	93,900.55	317,685.55
Small Cities Development	17,147.80	9,000.00	0.00	0.00	0.00	0.00	0.00	26,147.80	0.00	26,147.80
Street Debt Service*	(24,143.92)	0.00	10,036.27	0.00	28,168.25	22.72	0.00	(42,298.62)	0.00	(42,298.62)
SEWER AND WATER DEBT SERVICE	(198,951.53)	6,505.49	0.00	0.00	870.00	65.75	0.00	(193,381.79)	37,330.81	(156,050.98)
Long Lake Trail Extension Project	(26,227.12)	0.00	0.00	26,227.12	0.00	0.00	0.00	0.00	0.00	0.00
2019 Street Project	177,902.51	30,082.15	0.00	34,656.00	67,896.26	0.00	0.00	174,744.40	0.00	174,744.40
Street Project 2006*	222,232.76	4,907.37	0.00	8,738.00	0.00	0.00	126,621.00	109,257.13	0.00	109,257.13
Water	212,856.46	58,548.99	0.00	0.00	62,857.63	0.00	2,132.00	206,415.82	0.00	206,415.82
Sewage Collection and Disposal	(11,828.51)	53,288.83	0.00	0.00	39,772.01	0.00	1,891.00	(202.69)	26,790.22	26,587.53
2022 Water MN Micro Loan	0.00	126,950.00	0.00	0.00	113,400.30	0.00	0.00	13,549.70	0.00	13,549.70
Municipal Liquor Store	91,053.27	341,762.91	0.00	0.00	440,499.01	0.00	0.00	(7,682.83)	71,290.10	63,607.27
Vergas EDA	16,888.66	30,603.39	0.00	8,000.00	37,155.69	0.00	0.00	18,336.36	0.00	18,336.36
Total :	554,973.24	988,085.68	10,036.27	204,242.12	1,024,313.70	111.21	204,242.12	528,670.28	229,311.68	757,981.96

AGED BALANCES

CITY OF VERGAS

DATE: 07/28/2022 AUTHOR: VERJL22

CRITERIA: ACCT#: 0 - 999999999 NAME: 0 - Z ZIP: 0 - 0 * includes unbilled transactions

STATUS KEY: N=NORMAL W=NEW C=CUTOFF O=CHARGEOFF I=INACTIVE F=FINAL D=DISABLED R=RENTER L=LANDLORD

Acct#	Stat	Customer	Current	Over 30	Over 60	Over 90	Balance
211	N	LEMON, BRANDON	\$247.31*	\$95.56	\$84.51	\$0.00	\$427.38
230	N	WELDON, BEN &	\$265.57*	\$215.54	\$217.22	\$144.06	\$842.39
405	N	HODNEFIELD, PATRICK	\$130.30*	\$86.74	\$78.86	\$73.45	\$369.35
502	N	TJ JOHNSON	\$139.81*	\$94.26	\$77.42	\$78.65	\$390.14
530	N	DANIEL HOARD	\$123.71*	\$83.08	\$74.34	\$67.33	\$348.46
570	N	TONY LICENSE	\$164.29*	\$76.36	\$42.06	\$0.00	\$282.71
621	N	WOODS, CASSANDRA	\$173.95*	\$88.51	\$79.86	\$64.10	\$406.42
780	N	FRANKLIN, PAM	\$114.45*	\$70.59	\$62.41	\$0.00	\$247.45
1180	N	WANNA BE	\$427.24*	\$182.66	\$142.64	\$0.00	\$752.54
1301	N	WANNA BE	\$87.15*	\$62.21	\$56.55	\$0.00	\$205.91
1346	N	MOE, CLIFFORD	\$90.29*	\$62.93	\$57.21	\$0.00	\$210.43
2010	N	WHITE, MICHELLE	\$239.26*	\$144.83	\$109.21	\$0.00	\$493.30
3100	N	STYLEMARK BUILDERS	\$86.71*	\$62.02	\$0.00	\$54.69	\$203.42
Totals(13):			\$2,290.04	\$1,325.29	\$1,082.29	\$482.28	\$5,179.90

City Council
2022 August Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, August 2, 2022

5. Vergas Comprehensive Plan 2036

Files Attached

- Vergas comp plan 2036.pdf
- RESOLUTION City Council 2022-006.pdf

Vergas

Comprehensive Plan

2036



Acknowledgements

Steering Committee	Mayor Julie Bruhn Michael Dufrane Paul Haarstick Patrick Hollister LeeAnn Felix Robert Jacoby Paul Pinke Joy Summers
City Clerk	Julie Lammers
City Council	Bruce Albright Julie Bruhn Logan Dalgren Natalie Fischer Paul Pinke
Planning Commission	Bruce Albright Van Bruhn Robert Jacoby Paul Pinke Neil Wothe

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This comprehensive plan represents a significant community effort by the residents and leaders of Vergas who worked together to develop a vision and solutions for the community.

Thank you to everyone who participated in the development process of this plan and contributed your local knowledge and guidance. These pieces of wisdom were invaluable in the planning process.



Executive Summary

Vision Statement Here

Overview

In 2021, the City of Vergas launched a process to develop its first comprehensive plan. The plan's creation was intended to develop a clear vision, accompanied by specific strategies driven by community input and previous planning efforts. The City of Vergas, the Planning Commission, and the City Council agreed to facilitate an inclusive and transparent process, providing plenty of opportunities for community involvement.

Key themes of the plan

While the plan covers 6 topics, community input identified the following overarching themes that they would like to focus on in the next fifteen years:

- Transportation and Parking
- Housing
- Business Development

Chapter Structure

Each chapter includes the following sections: Topic overview, the current state, relevant community survey findings, trends, and specific goals, strategies, and actions to guide future growth, conservation, and development of the City of Vergas. The goals, strategies, and actions were developed from direct stakeholder input and refined using feedback from the Steering Committee.

Previous Planning Efforts

This is the first comprehensive plan for the City of Vergas. The 2022 Comprehensive Plan incorporates content from Vergas' 2019 Capital Improvement Plan and 2020 Housing Study, as well as the Otter Tail County Long-Range Strategic Plan.

Implementation

Each planning topic has specific goals and strategies to support implementation. Appendix X outlines specific projects and programs stemming from community input that may not have fit easily into the existing topic sections.



Introduction

Situated in the northwest corner of Otter Tail County in what many Minnesotans know as 'lake country', the City of Vergas comprised about 350 residents as of 2020. Vergas is located approximately 60 miles east of Fargo-Moorhead and makes the center of a 'wheel' of Perham, Detroit Lakes, and Pelican Rapids. The city serves as a bedroom community, with many residents working in surrounding communities, and offers a tight-knit community atmosphere, outdoor recreational opportunities, and public events.

Founded back in 1903, and at the time known as the Village of Altona, Vergas' historical roots lie in the establishment of the Soo Line Railroad, which still has its mark on the town's footprint. Early settlers, mostly veterans of the Civil War and immigrants from Germany, Poland, Russia, and Scandinavian countries, made Vergas their home.

Historically, Vergas was home to a variety of industries and small business owners, ranging anywhere from blacksmithing to meat markets to hotels and lumbering. Today, the three largest employment drivers include

1. construction,
2. retail trade, and
3. arts, entertainment and recreation.

Vergas is the home of the world's largest Loon, a destination for visitors locally and statewide, and speaks to the importance of the creative economy for the community.

The major highways that serve



Satellite image of the City of Vergas

courtesy of Esri: [wcif.maps.arcgis.com](https://www.esri.com/arcgis/maps)

Vergas include Otter Tail County Roads 4, 17, 35 and 60. The closest State Highways are MN TH10 to the east and MN TH59 to the west. The City of Vergas comprises 991 acres, 351 parcels of land, and three parcels of lake. It thrives off the reach it has beyond the city's limit, to the surrounding lake residents, such as Long Lake and Lawrence Lake, as well as the seasonal fluctuations of those residents--often homeowners in the Twin Cities and Fargo-Moorhead.

Vergas is well-known for the community's high level of civic engagement, hosting public events throughout the year for residents (year-round and seasonal) to contribute to the lively spirit of the seasons. As the COVID-19 pandemic continues to drive the out-migration of urban dwellers to rural places across the state of Minnesota,

the demand for development in and around Vergas will likely continue, given that certain basic services, such as broadband, are made available. This makes Vergas well-positioned to capitalize on this trend and increase its tax-base, number of local business owners, and civically-engaged residents.

The comprehensive plan is intended to guide the City of Vergas as it continues to make decisions regarding the future of growth and development and will be the first in the city's history. The time taken to ground the vision in the needs and interests of the community will not only allow the City to access funding and grants for development projects but serve as a key foundation and roadmap to help decisionmakers keep the community's values front and center.

A comprehensive plan is an expression of the community's vision for the future and a strategic map to reach that vision. Comprehensive planning is an important tool for cities to guide future development of land to ensure a safe, pleasant, and economical environment for residential, commercial, industrial, and public activities.

A comprehensive plan sets forth a vision and goals for a city's future and provides the overall foundation for all land use regulation in the city. State law encourages all cities to prepare and implement a comprehensive municipal plan. Under state law, a city planning commission or department is tasked with creating the city's comprehensive plan.

The planning process generally follows three key steps:

- 1. *A community takes stock of where it is today.*
- 2. *The community generates a shared vision and goals for what the city will be like in the future.*
- 3. *The city develops a set of specific strategies to achieve that vision over time.*

This plan offers a roadmap for the City of Vergas to prioritize future development decisions and identifies a set of specific goals and strategies to address these issues that align with the community's vision for the future. The comprehensive plan should be considered a living document that the city can amend and update as needed. These amendments may occur following regular reviews or can occur as changes are identified. To amend the plan, changes should be identified and then presented to the Planning Commission for approval.



Process



Steering Committee

In August 2021, the City of Vergas began the planning process by nominating members of the community to participate in a Comprehensive Planning Steering Committee. The role of the steering committee was to build consensus and support regarding the topics, approaches, and policies outlined in the comprehensive plan project. The steering committee worked with West Central Initiative, city staff, and other local leaders while engaging the public for input throughout the duration of the project. The steering committee also provided recommendations to the Planning Commission and City Council on the drafting and adopting the Comprehensive Plan.

The steering committee, City staff, and West Central Initiative facilitated two public meetings and six focus groups from October 2021 to February 2022. They also distributed a community survey for 30 days in January and February.



Focus Groups

From January to February 2022, the Steering Committee hosted 7 focus groups, taking place in a variety of formats and focusing on both narrow target audiences and the broader public. Approximately 87 people were engaged through this process.



Youth

Conversations and cocoa at the ice rink on Long Lake



Land Use and Built Form

Facilitated conversation at Planning Commission Meeting



Housing

Facilitated Conversation at Vergas Housing Redevelopment Authority



Economic and Business Development, Broadband, Tourism, Parks and Open Spaces

Rotating table activity with Community Club and Public at Vergas Event Center



Transportation

Facilitated conversation and mapping activity at Vergas Lions Club Meeting



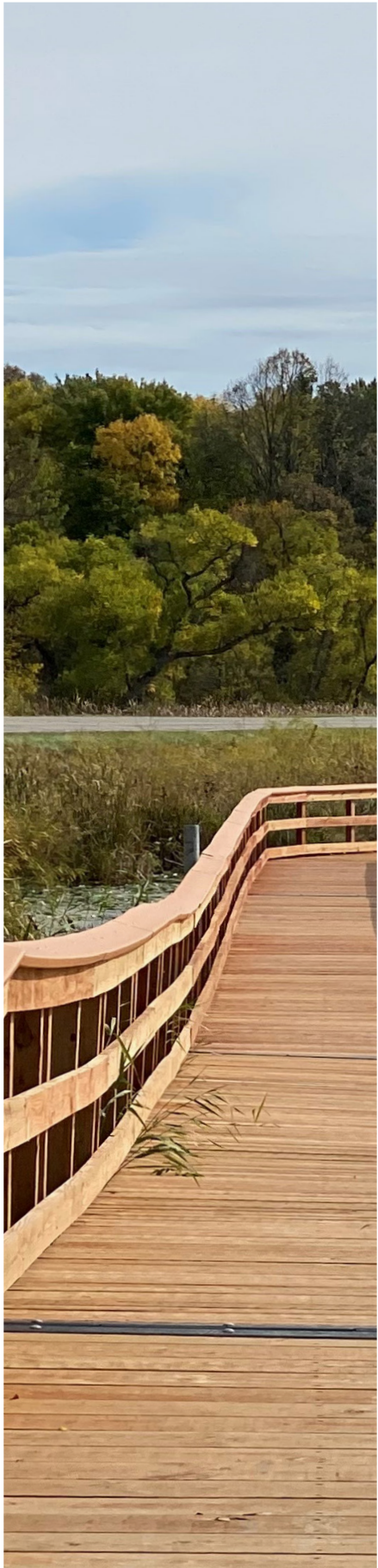
Seasonal residents and retired residents

Virtual Meeting via Zoom



Assisted living residents

Informal conversation at Vergas Assisted Living





Community Survey

From January 7th-February 28th, 2022, residents, visitors, and surrounding township residents were invited to participate in the comprehensive plan community survey, asking questions across all areas of the community to seek input on specific challenges, opportunities, and priorities for the City. Both paper and online surveys were available and promoted in the local paper, on the social media pages of local businesses, and in the City's newsletter. 98 people participated in the survey (52 online and 25 print). A summary of the survey results can be found on the City's Comprehensive Plan webpage, and salient findings are integrated into the plan where appropriate.

Public and Open House Style Meetings

October Open House

In October 2021, the Comprehensive Plan Steering Committee hosted its first public engagement activity as an open house-style meeting at Billy's Bar downtown. The Vergas HRA sponsored a meal from Billy's, and large boards were placed throughout the restaurant to collect feedback on the following questions:

- What do you like?
- What do you not like?
- What do you want more of?
- What do you want less of?
- What are your big ideas for the future of Vergas?
- How do you want to be engaged in the Comprehensive Plan?



June Public Meeting

On June 16th, the Steering Committee hosted its final informal public engagement activity, which was held in conjunction with Otter Coffee's live music and food trucks on Main Street. Draft goals and strategies were printed on large paper and shared with the community for feedback to 1) Illustrate to residents and visitors how feedback from the public meetings were incorporated into the plan and 2) Solicit feedback on the goals and strategies for improvements or changes that could then be incorporated into the final draft.



Final Draft

The Comprehensive plan was approved and adopted by the City of Vergas on [insert date] during the regular meeting. A copy of the signed resolution can be viewed at right.

Adoption Resolution

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VERGAS, MINNESOTA, APPROVING THE ADOPTION OF THE 2022 COMPREHENSIVE PLAN

WHEREAS, the City Council has designated as one of the duties of the Planning Commission to write and revise its Comprehensive Plan when it finds need to do so; and

WHEREAS, the Planning Commission determined that it would be in the interest of the City and its residents to invest in developing the City's first Comprehensive Plan; and

WHEREAS, the Planning Commission, with the assistance from Staff, and West Central Initiative began the process of creating the Comprehensive Plan in 2021; and

WHEREAS, after reviewing the proposed document and taking public testimony, the Planning Commission recommended approval of the adoption of the Comprehensive Plan.

NOW THEREFORE, BE IT RESOLVED, that the Vergas City Council has reviewed the proposed 2022 Comprehensive Plan on **DATE** and does hereby approve its adoption.

Adopted by the City Council of the City of Vergas, Minnesota, this _____ day of _____, 2022.

Councilperson 1 _____

Councilperson 3 _____

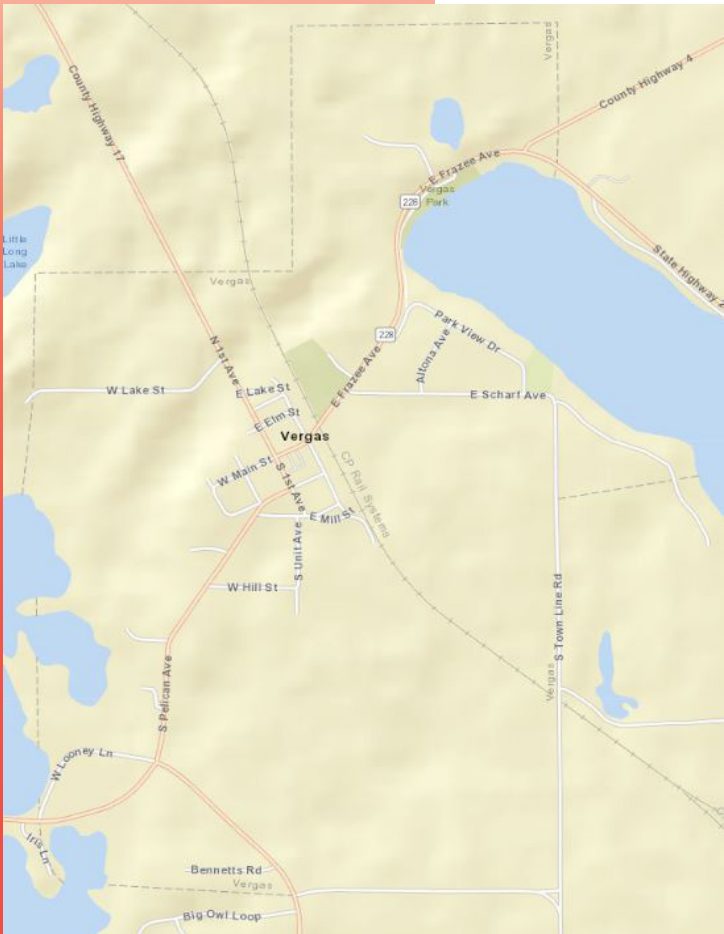
Councilperson 2 _____

Councilperson 4 _____

Julie Bruhn, Mayor

ATTEST: Julie Lammers, City Clerk

Community Profile



Street map of the City of Vergas with municipal borders outlined, courtesy of Esri: wcif.maps.arcgis.com

While Vergas is the home of “The World’s Largest Loon”, just over 350 individuals also call the town home. A quarter of the population is over 65 years of age and 20 percent is age 18 or younger. This close-knit community includes 155 households with a median household income of \$45,625 annually (ACS, 2019).

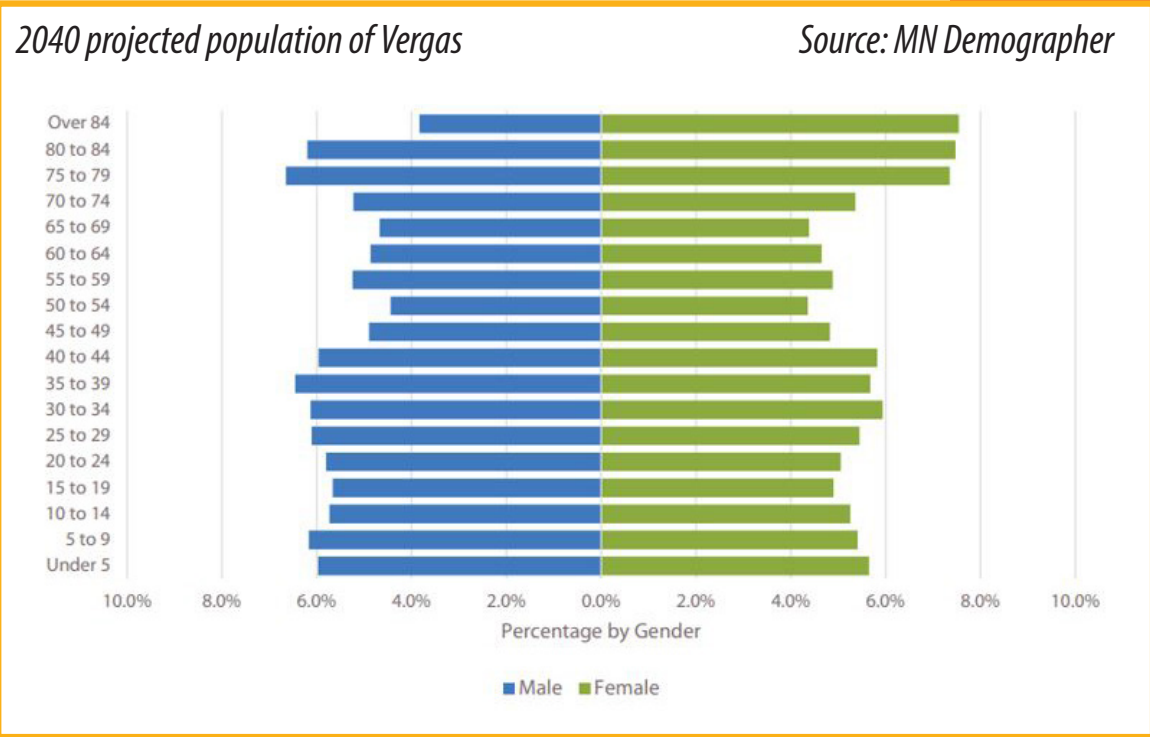
Locals note, “It’s a great place to visit, and an even better place to live!” This rings true, as many residents choose to live in Vergas and commute to surrounding cities for work. Vergas is also a regional and statewide destination for its many lakes, its public swimming beach, the giant loon in Long Lake Park, and the many unique events that take place over the course of the year: Looney Days, the Hairyman Run, Maple Syrup Festival, Small Town Christmas, and Vergas Day of Play, just to name a few. In fact, these events were cited many times by residents and visitors at the public meetings and focus groups held to gather more input on the topic of tourism and seasonal residency.

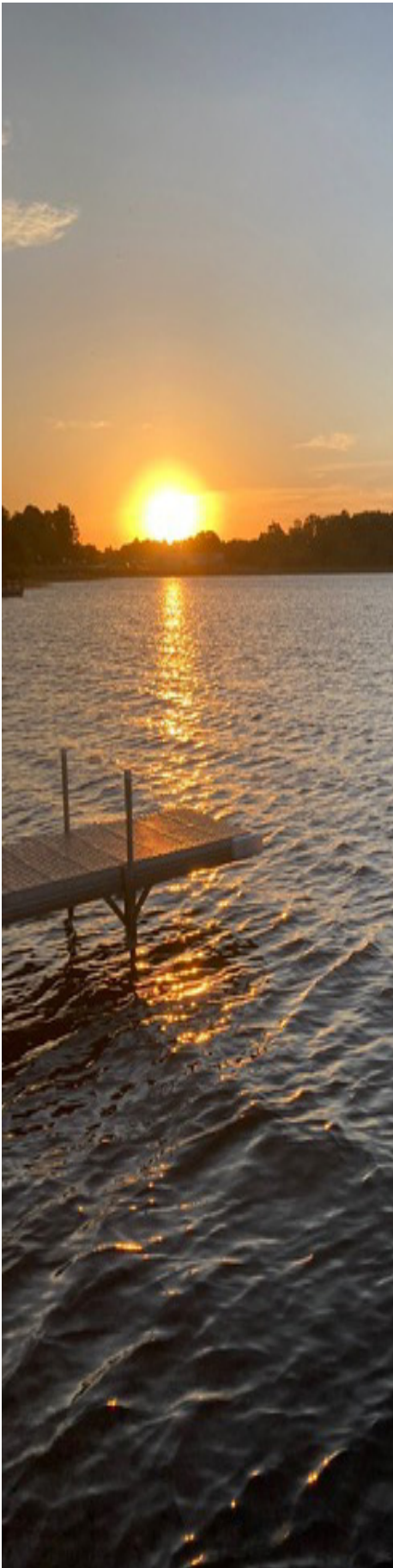
The cost of living in Otter Tail County is \$47,196. The county’s unemployment rate is lower than the state average and hovers slightly above 5%. When considering the workforce, 91% of individuals in the area hold a high school diploma and 61% are college educated (MN DEED, 2020).

Health Care and Social Assistance (20.75%), Manufacturing (18.1%), and Retail Trade (11.7%) are the largest industries. Health Care and Social Assistance, Accommodation and Food Services, and Retail Trade are the industries with the highest number of vacancies. (MN DEED, 2020).



Otter Tail County is no stranger to the age-wave affecting Greater Minnesota, with more deaths than births regarding natural population. There is a slight increase in growth coming from immigration. (MN DEED 2020). The population pyramid (below) projected for Otter Tail County in 2040 illustrates that the largest age segments of the population are expected to fall at age 75 and above, representing a significant demand for services supporting these age groups.





Goals, Strategies, & Actions

The following goals, strategies, and actions draw from a combination of the survey, feedback from two public meetings and eight focus groups held from October 2021-May 2022, a public comment period and public hearing, and feedback solicited from regional stakeholders.

Goals

The goals for the comprehensive plan were developed using public input and comment. The steering committee reviewed and revised the goals to ensure that they were appropriate for the City of Vergas. The purpose of the goals is to serve as guidelines for the comprehensive plan and were intentionally designed to be broad and encompassing of the community’s vision for the future.

Strategies

The strategies, which are nested under each of the goals, describe a plan of action toward the goals. They take into consideration the underlying values, principles, and/or context for each goal.

Actions

The actions, nested under each of the strategies, are designed to provide more specific guidance for project-related items, personnel needs, and defining specific department’s responsibilities, more clearly articulating how to achieve each goal

Vision Statement

The community vision statement is based on comments and suggestions received during the public outreach process. The Vergas Comprehensive Plan Steering Committee adopted the following vision:

Vision Statement Here

Land Use & Built Form

Overview

This section describes where new housing, workplaces, and retail establishments may locate in the city to achieve the plan goals. The city may utilize a combination of policies and maps to guide development decisions. The land use maps included in this section allow developers and city personnel to make decisions regarding proposals for new construction or developments and will be a useful tool as Vergas explores the ideal locations for additional housing units and retail establishments. These maps take into consideration public engagement activities related to housing to ensure that Vergas has options throughout the city. Furthermore, these recommendations outline ways to support employment growth and ensure that land is available for living-wage jobs close to where people live. Land use maps related to parks and open space are included in a separate section, with the understanding that there may be overlap in these respective areas.

Community Input

Since land use is the physical development of the city, it overlaps with most sections of the plan. Thus, the physical aspects were noted in the following sections that will provide for improvements to take place in their respective domain. Maintaining the rural aesthetic and feel, however, was an overarching theme informing land use, aesthetics, and the physical domain. In focus group discussions, community members understood change as something inevitable and the planning commission specifically noted land-use strategies as a way for change to happen, “in a meaningful and organized way.”

Housing

Survey and focus group results indicate a strong need for single-family, detached housing and affordable (not subsidized) rental housing. Most focus group respondents also see a need for single-level housing for seniors looking to transition from a larger family home.

Parks & Recreation

As a town known for its residential offerings, seasonal living, and tourism, the physical parks and community spaces of Vergas are of the utmost importance. Residents expressed support for expanding the park on Long Lake and developing sports fields for activities intended for all ages.

Economic & Business Development

Focus group respondents communicated a need for retail and commercial spaces for owners to rent. They noted the lack of opportunity in the downtown area for start-ups that do not have the ability to own and build their own property. This, in return, discourages potential businesses that respondents also indicated a need for within the community. Land use as it pertains to parking also presents a challenge to several topics within the plan and poses a barrier for businesses specifically when centered around the downtown area. Residents expressed that the lack of parking discourages business activity, limits residents with limited mobility, and poses a safety issue when the town hosts some of its largest festivals and events.

Land Use & Built Form

Current State

The input from public engagement demonstrates that zoning restrictions are not the barrier to further development of the city. Rather, when viewing the zoning map with focus group discussions in mind, there is a clear need to extend city limits and expand to make way for the future developments expressed above. The physical geography limits expansion in the downtown area to some extent as water poses a barrier while also adding to the attractiveness of the area. Development, then, will need to come in the form of negotiating with landowners while also working with legal counsel to broaden the city’s geographical base.

Any outward expansion, of course, would be a slow process and rely on the capacity of sewer and water systems to accommodate more households and businesses. The City is currently exploring how to update these systems while keeping the cost of public utilities affordable (See Appendix A).

Trends

Several nearby towns were built between lakes, like Vergas, and have focused on annexing shoreline properties over the course of decades to expand their limits. They slowly increased their city’s footprint by providing city services, creating a mutually beneficial arrangement. This strategy allowed for the cities to expand and develop gradually while not overloading its systems.

Notably, the relationship between built structures and the natural environment has gone through a transformation in the past four decades. Society is evolving to appreciate the integration between natural features and man-made structures—a sentiment that many rural residents have valued over time. For example, cities look towards the installation of natural playgrounds, and seek power technology through the environment in the form of solar panels and windmills. Zoning, traditionally a clear-cut practice known for black and white decisions, needs to respond to this shift in thinking to accommodate the contemporary needs of cities.



GOAL: Capitalize on in-fill opportunities and direct growth to new areas where infrastructure is planned to be cost-effective and sustainable

Strategies

- When considering expansion options, prioritize expansion that follows a set of guidance developed through a growth and management plan
- Investigate annexing shorelines across bodies of water when landowners are favorable to the request

Action

- Develop tiered system for expansion based on Vergas’ sewer and water capacity, EMS services, and other public services and facilities.
- Identify possible annexation areas and contact owners
- Pay close attention to and abide by the shoreline regulations governed by the state
- Participate in preserving the health of lakes and surrounding wildlife

GOAL: Land use and built form decisions support and celebrate the existing character of the town.

Strategies

- Encourage land uses that strengthen Vergas’ reputation as a family-friendly, safe place with a small-town charm
- Limit land uses that allow for big box stores, chains, large processing plants, or other developments that have short-term gains and long-term losses of community character and environmental protection
- Ensure that any land use involving light industrial developments has a plan for maintenance and accessibility
- Encourage or offer tax incentives for parking for new construction

Action

- ERA to develop incentives to encourage uses identified above
- Planning and zoning committee to develop policies regarding used identified above
- EDA to identify areas appropriate for light industrial developments
- Explore above- and underground parking.





Housing

Overview

In a community that prides itself on being an exceptional place to live, whether residents work there or not, safe and affordable housing is a foundational element for the well-being of Vergas’ residents. The topic of housing aims to investigate the availability of housing within a community alongside the needs of current and future residents. Housing--whether it be apartments, condos, single homes, etc.--provides a foundation for stability and the opportunity to become rooted in community. This section strives to assess the type and amount of housing available, measured against what residents need.

Current State

In 2020, the City of Vergas contracted with KLJ engineering to develop a housing plan, outlining the projections for housing needs in the coming 15 years. Findings of this plan’s community survey indicated that residents felt high taxes, utilities, or housing prices were a barrier to moving to Vergas. The study recommended a comparison between Vergas housing, tax, and utility costs in other nearby cities to rank Vergas’ competitiveness. The comprehensive plan sought to create this comparison, the full results of which can be found in Appendix A. It includes Vergas’ utility rates (water, sewer), waste collection and recycling, storm water fees, and property taxes for homes with a value of \$250,000 and \$400,000 against 11 other communities: Candor, Dora, and Hobart Townships, Pelican Rapids, Perham, Audubon, Callaway, Frazee, Underwood, Ottertail, and Battle Lake.

The key finding from this evaluation is that the property taxes in both brackets (homes valued at 250K and 400K) are most closely aligned with the property taxes in Perham, Pelican Rapids, and Battle Lake--communities significantly larger, and additional community amenities. For example, both Perham and Pelican Rapids have a swimming pool. Perham is home to a large community center with an indoor walking track, several gyms for open play, and space for large sports competitions. Vergas’ largest comparable asset is Long Lake and the public swimming beach, which is a destination for residents across the area due to the limited number of public access areas on the lakes. It is worth considering what has made these communities attractive places to live aside from recreational opportunities. For example, Battle Lake prides itself on being a strong arts community, and Perham and Pelican Rapids both have a strong industry base in food processing. Similarly, Vergas can capitalize on existing assets to develop its own regional reputation, distinct from surrounding communities.

Trends

The following goals and strategies take into account the significant increase in demand for housing in the region as a result of the COVID-19 pandemic. Described as the Rural Rebound Movement, or the Great American Migration of 2020, people have been moving from urban areas to rural places across the country. In fact, in an article published by Greater Fergus Falls in early 2021, it states “Bankrate reported that the number of mortgages obtained for homes in non-urban areas increased by 36% in 2020” (Greater Fergus Falls, 2021). This represents a significant uptick in the demand for rural homes and potential for Vergas to shift the trends that were predicted as part of the housing study completed in 2020.

The rate of inflation and housing market behavior coming out of the first year of the pandemic created an increasingly competitive environment for buying and selling houses. Property taxes in Otter Tail County rose 10%-30% in the year 2021 alone while the price of housing and home improvement projects continues to rise.

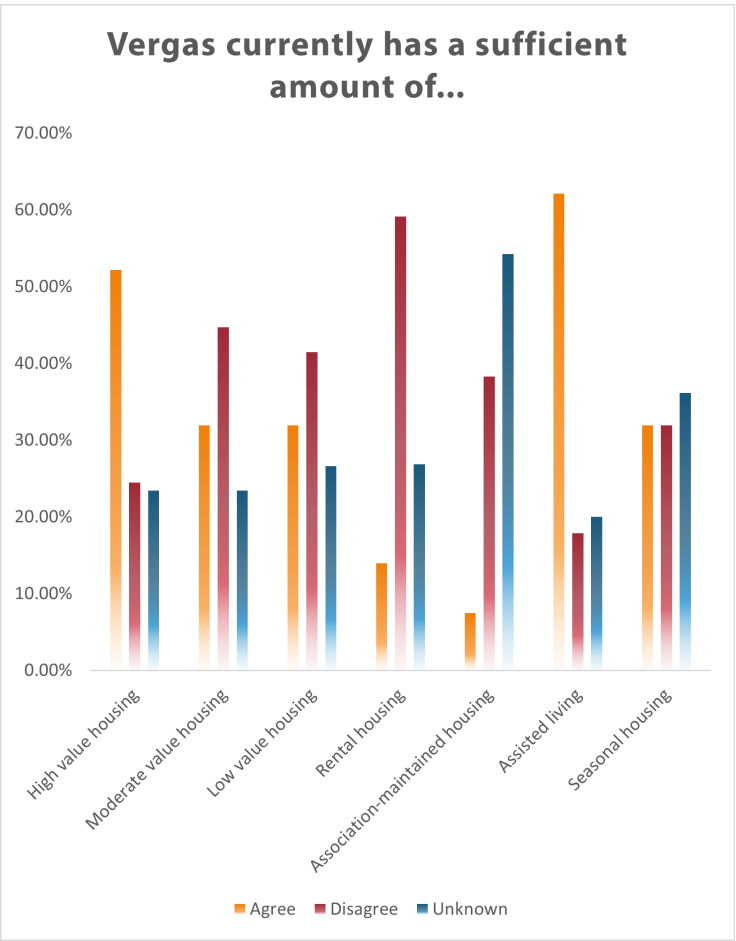
Overall, the following goals related to housing seek to address the concerns and needs highlighted by the housing study and public engagement to serve as a framework for future development decisions and ensure that both housing supply and choice are increased.

Community Input

The 2019 Housing Study found that many respondents indicated they intend to live in Vergas for the rest of their lives, or at least until a major life event instigates a move. This may mean that there will be very little turnover in the existing housing stock. However, at some point in time, between ten and fifteen years from now, there will likely be a major turnover in existing housing stock ownership.

Additionally, 81% of those survey indicated that the City of Vergas should be working with developers to create additional residential options.

The graph below demonstrates respondents’ impression that Vergas is lacking in rental housing. It will be important for Vergas in the next fifteen years to use existing and future land use plans to identify the ideal locations for future apartment developments.





Housing

GOAL: Identify affordable housing lots that can be developed within the next five years.

- Strategies
- Develop partnerships with Otter Tail County to share county-level resources with local developers and future residents via existing incentives and initiatives
 - Conduct and inventory and promote lots available

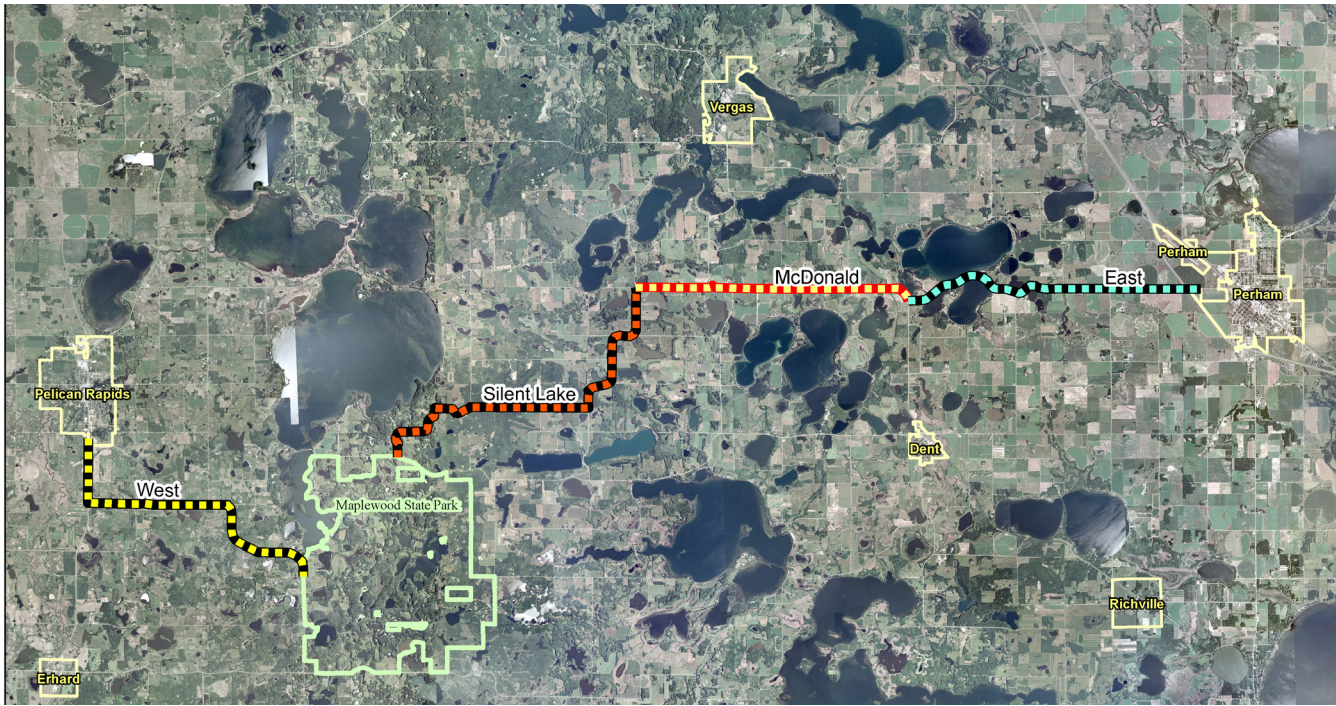
- Action
- EDA to develop fact sheet regarding available assistance programs
 - Utilize city website by adding housing resources comparable to neighboring cities

GOAL: Provide high efficiency, low-cost water, sewer, and energy

- Strategies
- Improve education available for residents related to water and energy conservation
 - Encourage a culture that celebrates and normalizes responsible landscaping
 - Explore renewable energy sources
 - Communicate local and regional existing resources available to residents (ex. compost, recycling)
 - Streets, sidewalks, and yard waste committee to develop a promotional program

- Action
- Add Clean Energy Resource Teams to the city website
 - Increase awareness of environmentally friendly and sustainable home improvement options
 - Consider sponsoring a local garden tour, highlighting residents using native plants and grasses
 - Conduct a solar site assessment to identify solar capacity for downtown businesses

Transportation



Overview

The goals, strategies, and actions included in this section work to support a more walkable, bikeable, and transit-friendly community. They are intended to achieve outcomes that increase equity in Vergas’ transportation system, address climate change and reduce carbon emissions, improve human health through improved air quality and increases in active travel, and enabling the movement of people, goods, and services across the community.

Current State

Vergas’ main transportation network is comprised of its municipal street system, the two highways that bisect the community, and the railroad line. Highway 4 cuts diagonally north-south through Vergas, Highway 17 intersects Highway 4 from the northwest, and the railroad runs parallel to Highway 17 to the north. The highways serve as two primary thoroughfares through the community, not only for residents and visitors, but also significant industrial traffic.

In recent years, the approval of regional trail expansions is likely to increase the attractiveness of Vergas as both a destination for recreation and a place to live. This includes both the Pelican Rapids to Perham Trail in Otter Tail County and the Heartland Trail in Becker County. The map above depicts the planned route of the Perham to Pelican Rapids trail, planned for the coming years in Otter Tail County. Connections from this trail to Vergas could increase visitor traffic and make the city a more desirable place to live for recreational purposes, as residents currently only have county highways to use to exit town via bicycles.

See Appendix C for an outline of resources available for expanding trail connections.

Transportation

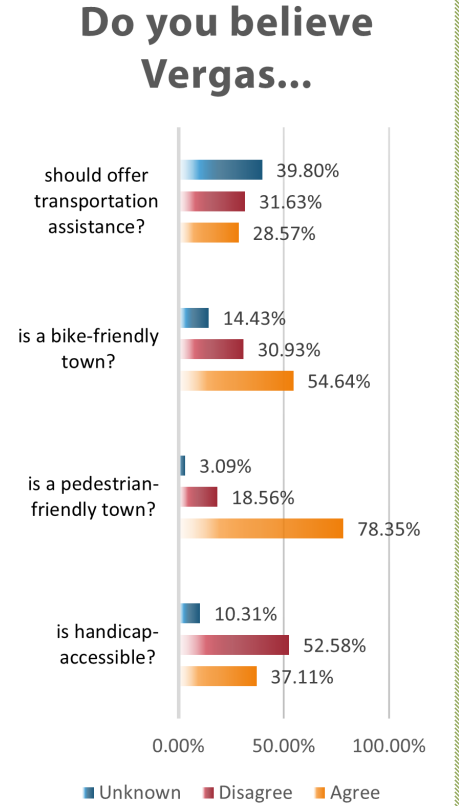
Community Input

Two major concerns the community survey revealed include limited downtown parking and the train blocking traffic. Given existing parking limitations, the survey asked participants to indicate how far they would be willing to walk from their downtown destination. 58% of respondents indicated 2 blocks, and 42% indicated 1 block.

Other survey results (see graph at right):

- There is **no clear consensus** on whether the city should offer transportation assistance
- More than half of respondents **agreed** that Vergas is bike-friendly
- More than half of respondents **disagreed** that Vergas is handicap-accessible

Focus group participants highlighted two areas of interest: Increasing safety through sidewalks and trails, and using trails to support recreational activities and active transportation. In discussions, participants stressed the lack of sidewalks within city limits and how this poses a challenge for pedestrians around town. Support for investing in trail systems in and around the City of Vergas found support from the motivations of increasing the safety of bicyclists, and maintaining and attracting the biking community to boost recreational activity and tourism. Ultimately, focus group participants were in favor of keeping bikers away from highways and on designated trails.



Trends

The Minnesota Department of Transportation (MnDOT) is taking a holistic approach to developing the state’s means of transportation in both urban and rural areas. Its “Complete Streets” program seeks to encourage the health and well-being of not only Minnesotans, but also their economy and environment. To do so, MnDOT factors in the following:

- Community context
- Topography
- Road function
- Traffic speed
- Freight volumes
- Pedestrian and bicyclist demand

Options that may or may not be selected, depending on each project’s unique situation, could include:

1. Paved shoulders
2. Sidewalks
3. Bicycle lanes
4. Pedestrian refuge medians
5. Truck mountable curbs in roundabouts
6. Signal retiming
7. Updated striping
8. Bus stop access

Given Vergas’ small existing city footprint and lack of transit service, future land use maps will be most helpful when determining expanded, multimodal transportation options. Vergas is served by regional transportation providers and Lyft drivers from Detroit Lakes.

GOAL: Make Vergas accessible for all modes of transportation and for people of all abilities

Strategies

- Identify key places across the city that can improve handicap-accessibility
- Communicate and market existing transportation services (Ex. Neighbor to Neighbor)
- Identify additional locations for downtown parking
- Construct handicapped parking spots and sidewalks along County Road 4
- Explore the advantages and disadvantages of rerouting Highway 4 through downtown to reduce through-traffic on Main Street
- Explore options for reducing stopped trains and subsequent stopped traffic
- Promote programs for ridesharing networks and services

Action

- Conduct an ADA audit or other type of evaluation to identify the key areas for improvement across the city.
- Create short reference guide for residents and visitors describing local and regional transportation options (example: veteran services transportation)
- Work with the Planning Commission to determine if vacant or undeveloped property could serve as space for new parking lots, and potential for diagonal parking
- Contact Canada Pacific to explore moving the exchange back
- Streets, sidewalks, and yard waste committee review possibilities in collaboration with Otter Tail County highway department

GOAL: Increase connectivity between Vergas and regional trails

Strategies

- Connect Vergas to the Pelican Rapids-to-Perham Trail.
- Connect Vergas to the Heartland Trail.
- Construct a multi-use path from downtown Billy’s Corner Bar & Grill to the Veterans Memorial.

Action

- Consult with entities like MnDOT, the DNR, WCI, and PartnerSHIP 4 Health about pursuing grants for planning and infrastructure for a trail connection
- Work with Otter Tail County to pursue grant funding to connect the Heartland Trail along County Road 4.
- Add multi-use path to the update of the 2019 Capital Improvement Plan to ensure that it is included in a future city budget

Business & Economic Development

Overview

Economic and Business Development refers to the growth of resources within a community through more business activity, increasing job opportunities and workforce development. Historically, conversations surrounding economics and businesses begin and end with money. This section takes into account the increasing awareness of diversity, equity, inclusion, and healthy communities, and the impact that investing in these target areas has on sustainable development.

The character of Vergas as a bedroom community, in which many residents commute to surrounding towns for work, creates a unique foundation for economic and business development in the city. The service industry is key in terms of providing and creating jobs for residents, and seasonal tourism elevates the importance of these businesses.

Current State

Based on the plan’s community survey results, only a quarter of Vergas residents work in the city. Therefore, to fully assess the economic viability of the community it is helpful to step back and look towards the county-level indicators on the state of economic development.

Pre-Pandemic Information:

In Spring of 2022, Otter Tail County (OTC) tracked 1,000+ current job openings, projecting an additional 320 jobs added in the next 3 years by the leading industries. They also predicted a 1,300-person reduction in available in the next decade due to an aging population and skill gap. OTC Works Workforce Strategy addresses these economic challenges, informing goals and strategies in this comprehensive plan.

GOAL: Maintain the small business atmosphere

Strategies

- Advertise local businesses regionally
- Review and update city laws and ordinances that support small business owners

Action

- Work with neighboring Chambers of Commerce to advertise and access resources
- Collaborate with the Community Club to identify opportunities and resources to market regionally
- Submit stories, ads and updates to surrounding local papers
- Invest in enhancing the City’s website
- Preserve existing protections within city laws and ordinances
- Explore state and federal incentives for small businesses, especially those making positive impact in nearby communities

Trends

The Minnesota Association of Development Organizations (MADO) has identified four cornerstones for strong and healthy communities: Human Capital, Economic Competitiveness, Community Resources, and Foundational Assests. By investing in the four cornerstones, Vergas can create the conditions necessary for a successful economy resilient enough to withstand future challenges.

Opportunities for Human Capital:

- Population and workforce expansion through immigration
- Investment in talent retention and attraction
- Utilizing retirees’ knowledge and experience
- Marketing quality of life and economic opportunity
- Entrepreneur training
- Develop and implement college and career awareness programs

Opportunities in Economic Competitiveness:

- Support societally and environmentally aware entrepreneurs/businesses
- Challenge the business perception of state government by eliminating the unnecessary (e.g. delays, regulations, taxes) and providing assistance to offset business costs
- Increase awareness of the benefits of business in Vergas
- Broaden access to start-up capital to encourage innovation and investment
- Explore cost sharing and collaborative opportunities with surrounding small cities (e.g. marketing)
- Capitalize on bio-energy to expand and create businesses
- Utilize workforce centers and technology/business incubators

Opportunities in Community Resources:

- Empowering and encouraging new and emerging leadership
- Place-making through arts and culture
- Expand on tourism opportunities
- Promote livability, public spaces, and identity
- Community preservation and enhancement
- Healthy communities

Opportunities in Foundational Assets:

- Expand broadband/fiber footprint in Greater MN
- Identify partnerships and resources to maximize infrastructure investment
- Develop public/private partnerships to identify solutions for housing challenges
- Shared services/resources and intergovernmental cooperation

GOAL: Invest in human capital

Strategies

- Invest in local childcare options
- Create opportunities for socializing, connecting, and creative placemaking year-round
- Provide opportunities for retirees to utilize their knowledge and experience and increase social connection

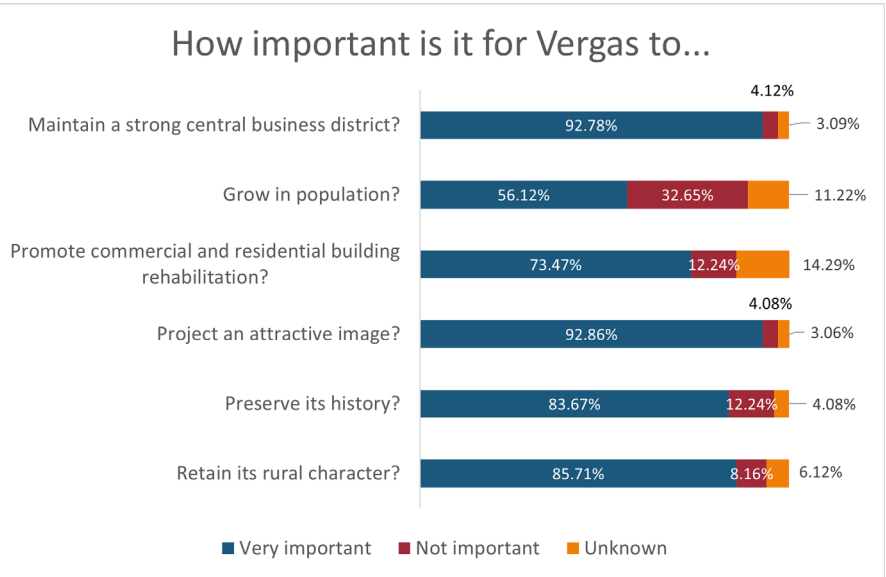
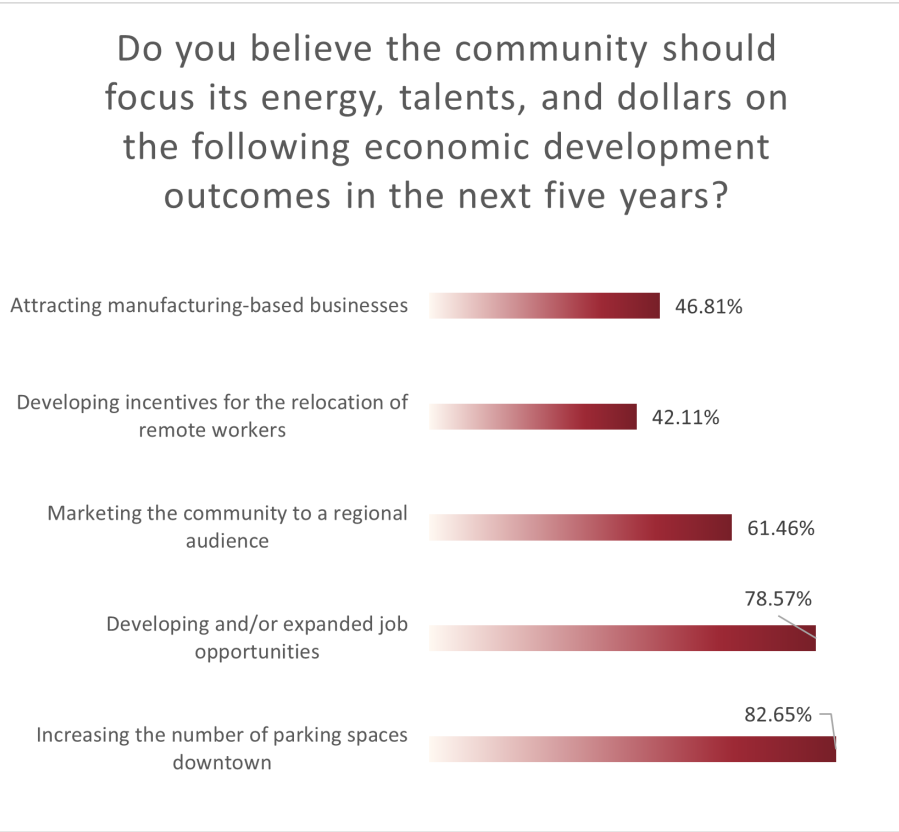
Action

- Connect with Otter Tail County Early Childhood Coordinator to identify needs and resources
- Improve marketing of existing community activities, from small socializing opportunities to large events
- Identify gaps in existing community programming and recruit volunteers to host one-off and recurring events
- Explore development of spaces for families to recreate and youth-specific activities
- Identify and invite volunteers to join planning and implementation projects

Community Input

When asked about economic and business development, residents almost exclusively focused on expanding opportunities in the service industry and retail, alongside exploring the sector of light manufacturing. Above all, residents prioritize maintaining the rural character of Vergas, and at the same time see a need to make the city more attractive and family friendly by adding services such as a car wash and more restaurants, and possibly more job opportunities through light manufacturing. To bring these new businesses to town, most focus group participants agreed that the city should focus on developing new spaces in which businesses could operate.

Vergas residents understand the need to grow population to boost the city's economy. Like many cities in west central Minnesota, the community is concerned about suitable options for housing and childcare to create new jobs and attract new residents.



Economic activity typically triples in the summer for Vergas, largely due to the influx of seasonal residents and visitors from the surrounding townships. Survey data from the 2020 housing study supports this claim, finding that out of 115 respondents, 103 said they live in their residence year-round, and 12 said they use it seasonally. This creates economic challenges, as it can be difficult to sustain certain employment opportunities year-round, retain seasonal employees from year-to-year, and ensure that businesses are generating enough revenue during peak seasons to sustain themselves financially year-round.

GOAL: Prioritize business development that provides daytime and evening activities for residents

- Strategies**
- Create more opportunities to recruit local businesses, especially where gaps in existing services exist
 - Increase awareness of state and regional resources for small business owners and entrepreneurs

- Action**
- Work in partnership with Vergas EDA to integrate public feedback into business development and expansion strategies
 - Host a business & entrepreneurship fair in partnership with Otter Tail County with targeted outreach based on survey results and public input
 - Leverage partnerships with existing programs, such as SCORE business mentors, MN DEED, West Central Initiative, the Vergas Community Club, the West Central Small Business Development Center, Women Venture, and Otter Tail County Small Business Coaching.

GOAL: Develop and expand job opportunities

- Strategies**
- Maintain and increase the number of visitors
 - Pursue opportunities for light manufacturing
 - Support digital entrepreneurs and remote workers

- Action**
- Advertise businesses and recreational opportunities, and events regionally
 - Pursue and invest in trail development
 - Cultivate more year-round attractions and events
 - Identify land available for development and purchase
 - Offer the Event Center as coworking space by appointment
 - Maintain and develop broadband capabilities
 - Connect with neighboring communities to participate in county-wide networking opportunities (host pre-existing groups for a meeting)

Public Services & Facilities

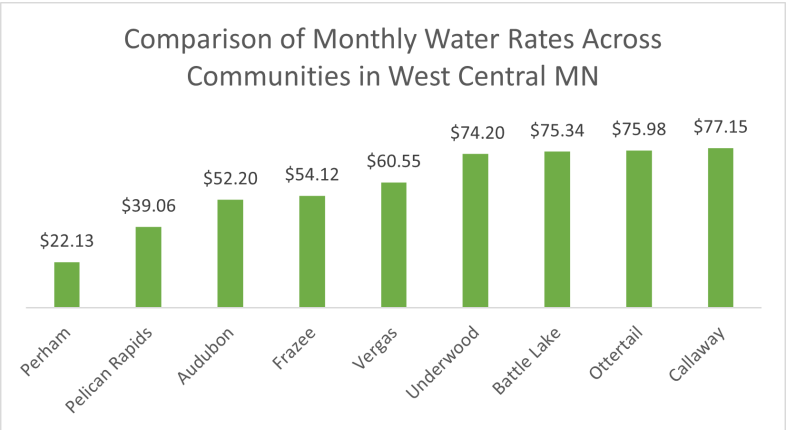


Overview

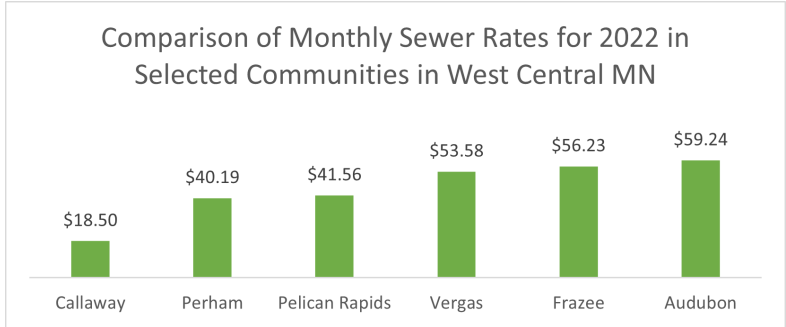
Public services and facilities refer to the infrastructure – both hardware and capital assets, such as broadband, street maintenance, stormwater management, that supports the community. For the purposes of this plan, we include both local and regional services such as the bookmobile through the regional library system, transportation assistance, cellular service, and other public utilities. Effective planning around public services and facilities not only considers current demand for services, but also anticipates changes driven by development, consumer demand, demographic changes, and other factors.

Current State

As described in the Housing Section, this plan undertook a comparison of the three surrounding townships around Vergas and several cities across the region that represent Vergas’ competitors for future residents. The water and sewer rates comparison is discussed in this section. Due to the nature of water and sewer rates in townships, creating an equal comparison of residents in city limits versus out of city limits is fraught with challenges. Therefore, townships were described as ‘variable’ in the original calculations and are not reflected in the graph below.



Looking at all of the communities included in this comparison, Vergas falls in the mid-range of monthly water rates, with the lowest monthly rate at \$22.13 in Perham and the highest at \$77.15 in Callaway.

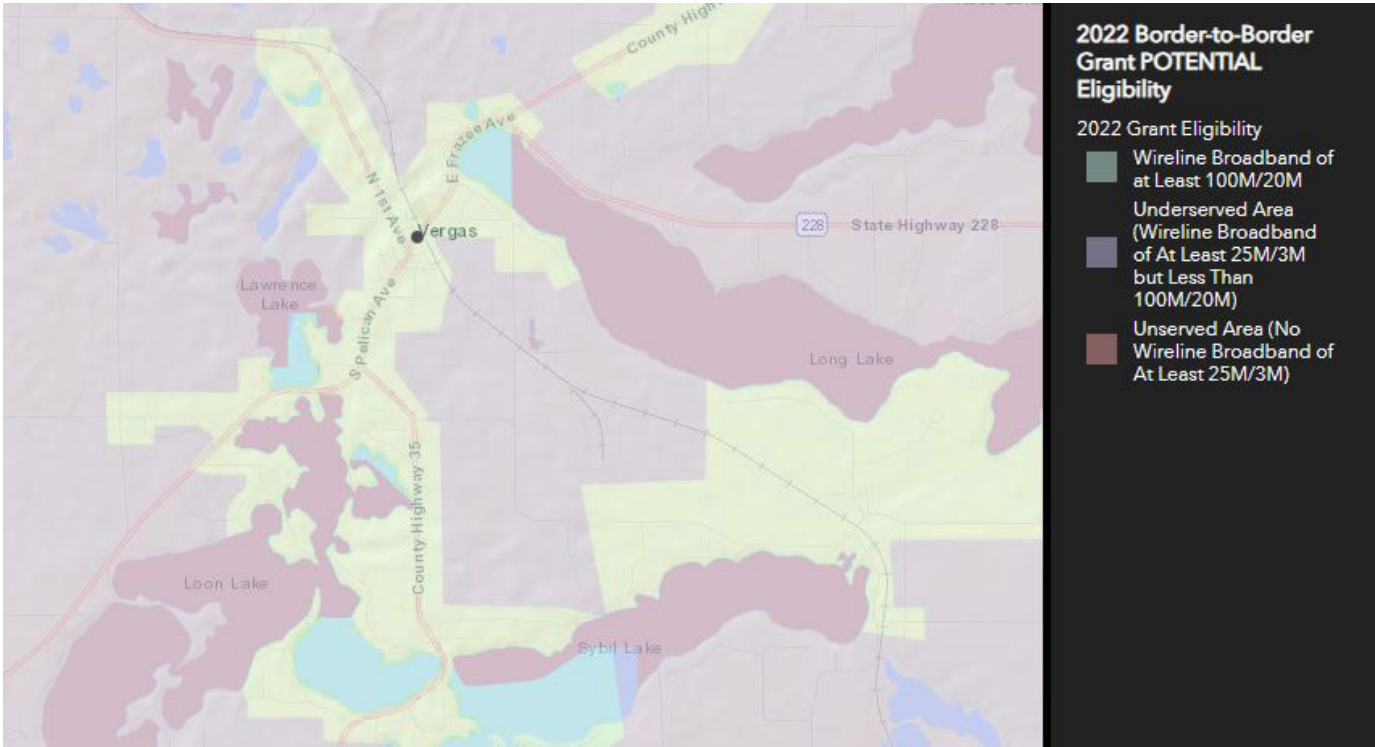


Note: Dora, Candor, and Hobart Townships have such variable septic tank annual costs that they were excluded from this comparison, as well as Ottertail, because it does not have a central sewer system and requires residents to use septic tanks.

Current State - Broadband

Internet connectivity is a major barrier to economic growth. Vergas is served by Arvig, a regional broadband provider, which currently has a monopoly on the market. At the county level, Otter Tail County continues to make investments in broadband access. Vergas is one of 10 locations in the county that recently installed a Smart Room for the public to access wi-fi and virtual meeting technology, located at the Event Center. The Viking Regional library system also has hotspots available for the public to check out for temporary use, which can be accessed via the Bookmobile, which visits the community on a regular basis. The Viking Library System’s bookmobile stops at the Vergas Municipal Building every other Thursday from 1:15 pm - 2:15 pm.

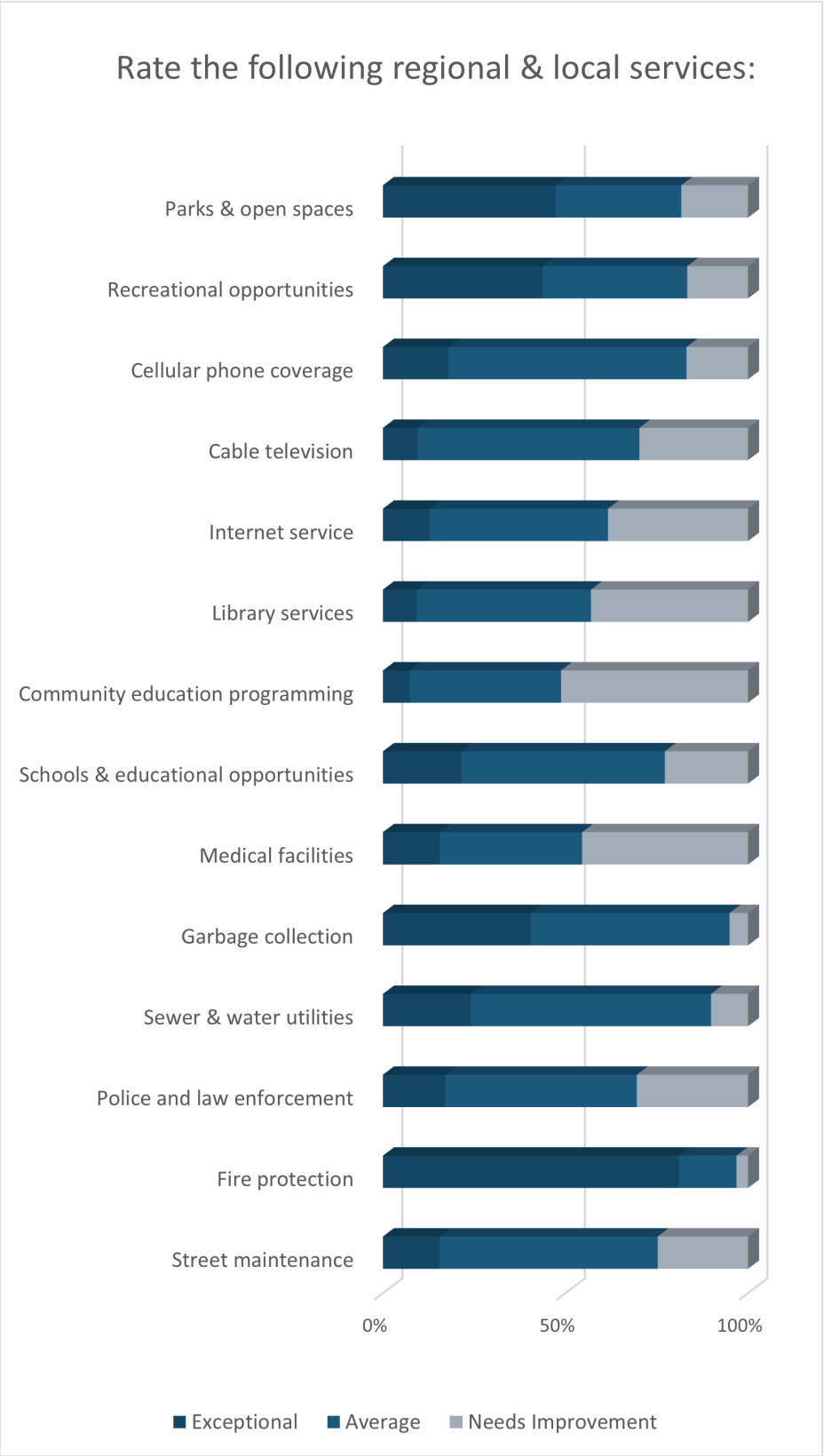
The Minnesota Office of Broadband created an interactive GIS mapping tool that outlines broadband availability, (see map below). While most of the city limits are covered by Cable, Vergas represents a dead zone with regards to fiber optic cable. These areas, represented in purple below, are deemed “underserved” and are potentially eligible for the Minnesota Border-to-Border Grant.



To view the map in its entirety, visit the Esri site at <https://gis.connectednation.org/portal/apps/webappviewer/index.html?id=a2d243ccf7e547eba2ec0d5c80c80917>

Community Input

One question in the community survey covered both local and regional services, asking participants to rate them as average, exceptional, or needs improvement. These findings are highlighted below. It is important to note that the City of Vergas staff and its residents, unless actively engaged in regional and state-level planning efforts, may not have much control over regional services. During the writing process, these survey results were shared with respective stakeholders to ensure transparency and offer an opportunity for them to engage with Vergas residents directly, should they choose to do so.



Trends

The Otter Tail County Long Range Strategic Plan 2040 points to significant efforts underway to address public infrastructure for its residents with the forecasted population and economic growth in mind. At the county level, planners work to increase quality infrastructure access for all with a commitment to fiscal responsibility.

Specifically, transportation and solid waste have their own master plans to ensure resilient and efficient systems within the county. Solid waste management is exploring the “Towards a Zero Landfill” initiative. Otter Tail County also follows their Local Wastewater Management Plan (2014) with efforts to increase wellhead protection and the capacity of septic systems.

GOAL: Maintain adequate public facilities and services to meet the health, safety, education, and leisure needs of all Vergas residents

Strategies

- Prioritize infrastructure investment based on existing facilities with deficiencies first, replacement and retrofitting of facilities second, and future facility needs third
- Engage in strategic partnerships to ensure that Vergas is identified as a community for investment in fiber optic cable to increase broadband access
- Conduct a needs assessment to understand more about the barriers and opportunities to improve residents’ access to medical facilities (transportation access, awareness, etc.)

Action

- Encourage various committees to complete prioritization exercise
- Explore expanded services, particularly the MN DEED Border-to-Border Broadband opportunity
- Collaborate with EDA/HRA to oversee a needs assessment

GOAL: Ensure highest quality standards and services for public safety given Vergas’ existing resources and staff capacity

Strategies

- Ensure safety of navigation throughout city streets and sidewalks
- Make Long Lake Park a desirable location for recreation year-round

Action

- Review, update, and publicize the city’s planning and zoning maps to accurately indicate which city sidewalks are to be maintained by the city vs. residents
- Conduct a parking study
- Explore the possibility of a MNDOT Complete Streets project for Vergas
- Renovate and upgrade the public restroom facilities at Long Lake Park
- Explore opportunities to work with rental company for non-motorized watercraft
- Consider snowshoe rental companies

GOAL: Ensure that services and facilities allow residents and visitors of 55 years or older to age in place.

- Strategies**
- Ensure safety of navigation throughout City’s streets and sidewalks
 - Work to develop a full spectrum of transitions in senior housing needs, from accessibility options to access to services and skilled nursing

- Action**
- Develop handicap parking spots
 - Work with EDA/HRA to conduct a needs assessment and feasibility study for expanded senior housing options



Parks & Open Spaces

Overview

The parks & open spaces section of the comprehensive plan focuses on improving opportunities for residents to increase their physical and social well-being within the community. This encompasses parks, state- and federally-owned land, and other open spaces along with community-wide events and activities.

Current State

Several stakeholders are collaborating to design and recreate Long Lake Park, one of the most popular outside spaces in the town. The city’s 2019 Capital Improvement Plan outlined this project, and the Parks and Rec Board is currently overseeing the design process with students from North Dakota State University.

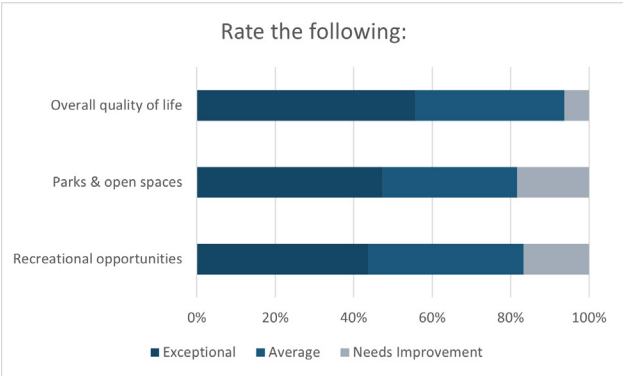
Trends

Minnesota’s park usage has increased, in line with national trends of park usage as a result of the COVID-19 pandemic. Sales of annual state park permits hit 125,281 through the first half of 2021, according to DNR data, which is significantly higher than in 2020 (100,673 annual permit sales) and 2019 (78,246). As outdoor recreation becomes a ‘safer alternative’ to indoor gatherings and spending time in large crowds, Vergas’ parks and open spaces are likely to remain in high demand. The way in which that public space is used, however, could evolve as the demand for hosting more gatherings outside continues to increase.

A more recent trend at the state-level for parks is a move to increase their cultural and physical accessibility. Strategy 4.1 in the MN Department of Natural Resources Strategic Plan from 2011-2022 is to “Develop and promote outdoor recreational opportunities for women and members of racially and ethnically diverse cultures who have not traditionally used DNR facilities and resources.” This follows trends of shifting demographics statewide. Given the demographic shifts anticipated in Vergas, with the largest age brackets shifting heavily towards residents in their mid-seventies and eighties, Vergas would benefit from considering investments that allow for intergenerational use of facilities (ex. ADA compliant, caters to both younger and older users) that are accessible for those with mobility challenges while also drawing in younger visitors to encourage an active lifestyle. Part of these efforts can rely on the leadership of Otter Tail County, whose staff are already working to expand the regional trail network to connect existing facilities with destinations throughout the county.

Community Input

Focus group respondents expressed a desire for outdoor theatre spaces to host cultural events and live music. They also encouraged plans for a pickleball court and frisbee golf course. Increasing parking spaces, updates to restrooms, and making parks and open spaces handicap accessible proved to be a common theme in responses for both old and new spaces and events.



From public engagement at the Maple Syrup Fest on April 9th, 2022, participants indicated an interest in a wide range of community programming and activities that they would like to see at the parks and in open spaces. We asked the following questions and received 70 responses: What would improve your experience with community education programming? What kind of programming would you like to see?

Highlights of the responses include:

- Card/social party
- One-act or short community play/dinner
- Free kittens
- Knitting classes
- Fly-tying class
- Fly fishing class and fly tying
- Broadening use of smart rooms for education

The suggestions are reflected in the following goals (next page) and where they did not fit in this section, are included in Appendix B: Aspirational Projects & Programs.



GOAL: Support community art and arts programming

- Strategies**
- Increase number of displays of interactive art around town, in parks, and open spaces
 - Increase community education arts programming
- Action**
- Create directory of local artists
 - Continue offering summer youth art camp with display in front of City Hall
 - Provide a listing of events on the city website

GOAL: Upgrade public facilities at Long Lake City Park

- Strategies**
- Continue working with North Dakota State University to develop concept designs of Long Lake City Park
 - Communicate with county and regional stakeholders in parks and recreation the desire to pursue state and federal funding
- Action**
- Follow guidelines and budget in 2019 Capital Improvement Plan for restroom facilities specifications and budget
 - Park board to present ideas to planning and zoning committee and the city council for implementation

GOAL: Leverage existing amenities to create a culture that celebrates physical activity and community-based sports that are complementary to school sports schedules

- Strategies**
- Create opportunities for sports and physical activity education
 - Begin offering adult leagues for baseball/softball
 - Explore opportunities for additional recreational space development
- Action**
- Examples: Offering lessons for pickleball, classes with local fitness trainers, dance classes
 - Coordinate with community education for implementation
 - Conduct a feasibility study for soccer fields and/or frisbee golf
 - Planning and zoning to identify sustainable areas

Resources for Implementation

While it does not make sense to include an exhaustive list of resources that may be available to implement the goals outlined in this plan, one part of the community survey worth noting are the responses to question 17, which asked in what ways residents might be willing to contribute to any changes identified in the comprehensive plan.

How would you be willing to contribute to any changes identified in the comprehensive plan?

■ **Volunteering**



■ **Financial contributions or donations**



■ **Taxation**



The chart above indicates that almost 73% of survey respondents are willing to volunteer to support community changes, 54% are willing to make financial contributions or donations, and about 30% would be willing to contribute via taxation. This is reflective of the strong culture of volunteerism and 'everyday philanthropists' that populate both Vergas the surrounding townships and should be taken into account for 'in-kind' contributions and financial support that may be available outside of traditional funding sources.

Appendix A. Tax Comparisons Across Communities

The following graphs were generated from data gathered from Otter Tail and Becker County auditors. The request put in to both auditors was to estimate the property taxes in each community for two different values of homes - \$250K and \$400K. These values were chosen based on the Steering Committee's desire to learn more about the impact of housing affordability across a range that is financially accessible for households of different income levels.

For context, property taxes are calculated based on a combination of fees from the county, the city, the school district, and special taxing districts, such as economic development districts and watershed protection areas. Not all communities included in the comparison area are part of special taxing districts, and recent changes in school district fees will greatly affect this comparison, likely putting these numbers out of date soon after this plan's publication. For example, in 2021, the Frazee school district voted on a referendum to increase the taxes by 50% for the next school year.

Estimated Annual Property Taxes for Homes
Valued at 250K in Selected Communities in
West Central MN

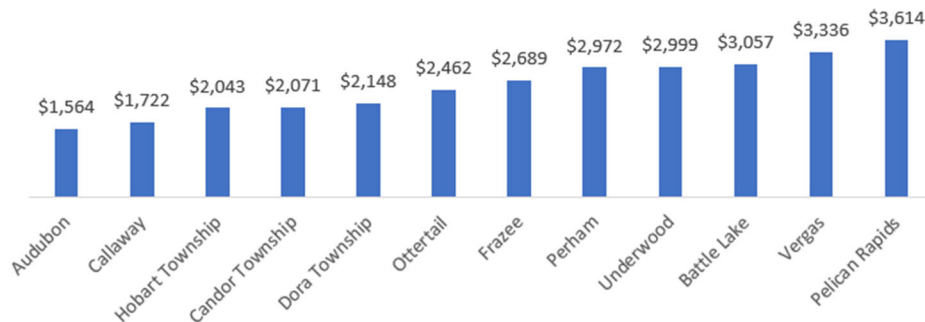


Figure 2. Estimated annual property taxes for homes valued at 250K in selected communities in West Central MN

Note: Several communities included in this comparison had a range of property tax values (Ex. Dora Township has 6 different district codes, which leads to 6 different values when calculating the net tax capacity, and ultimately the property tax). These included Hobart, Candor, and Dora Townships, Ottertail, and Perham.

Figure X above indicates that for a town of its size, Vergas is on par with communities of a much larger population - Battle Lake and Pelican Rapids with regards to the property tax values for a home valued at \$250,000.

Estimated Annual Property Taxes for Homes Valued at 400K in Selected Communities in West Central MN

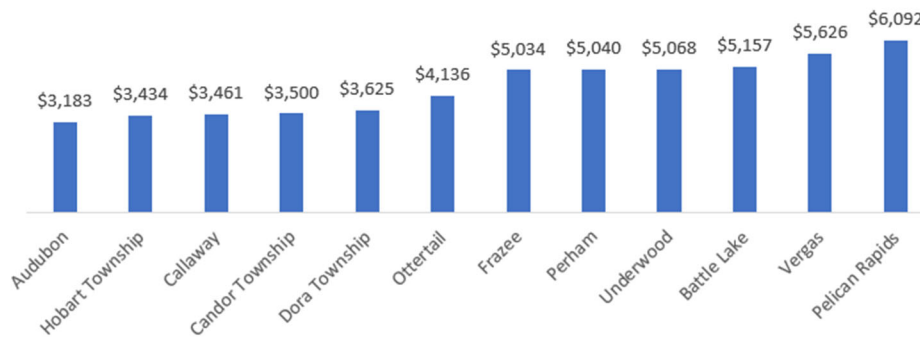


Figure 3. Estimated annual property taxes for homes valued at \$400,000 in selected communities in West Central Minnesota

With the exception the lower end of the spectrum (Audubon, Hobart Township, Callaway, and Candor Township), the rest of the comparison at the \$400,000-level are consistent with the findings of the previous graph.

City-provided utilities and services

The graphs below describe the differences in the utility costs for residents in Hobart, Dora, and Candor Township, as well as Pelican Rapids, Audubon, Callaway, Frazee, Underwood, Ottertail, and Battle Lake. These communities were chosen for their geographic location as well as from recommendations from the steering committee as communities that are seen as Vergas' competitors for attracting new residents. Reasons for this include population size, lake access, recreational opportunities, and proximity to other regional destinations, such as the state parks.

Note: It was nearly impossible to compare the Townships against the utility costs of the other cities due to the nature of private wells and septic systems having such variability in their cost for initial installation/drilling, as well as maintenance over time. The geography of each property dictates how deep a well must be built, and the water quality of the area dictates how much filtration and water softening is needed. As such, determining a blanket estimate would be flawed on many levels; therefore, for the purposes of this comparison, they are described as 'variable' in the following graphs and tables.

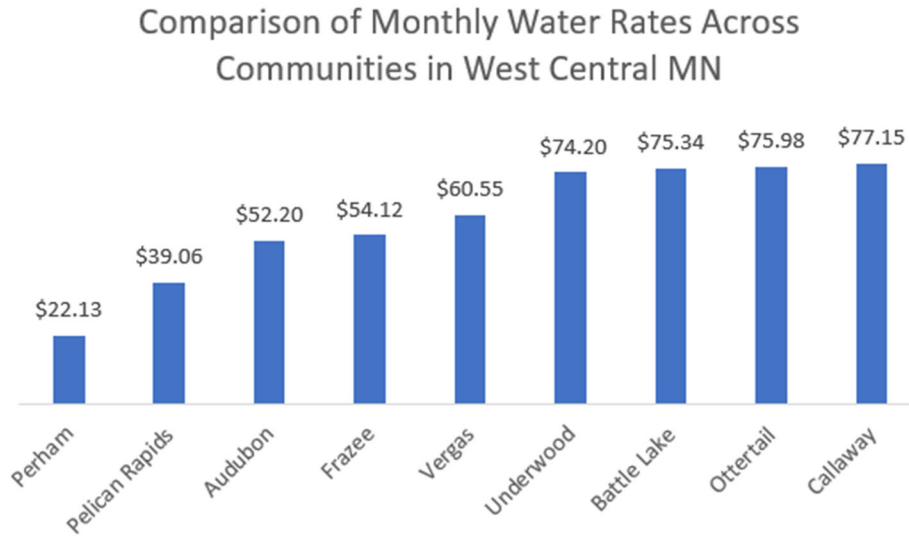


Figure 4.

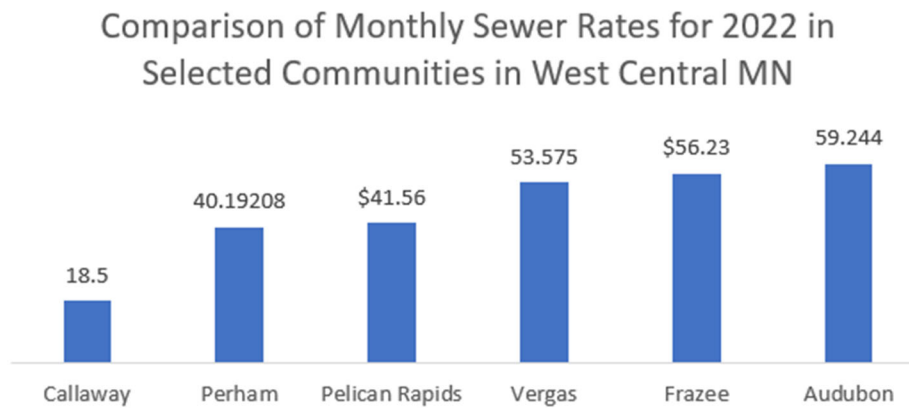


Figure 5. Comparison of Monthly Sewer Rates for 2022 in Selected Communities in West Central MN.

Note: Dora, Candor, and Hobart Townships have such variable septic tank annual costs that they were excluded from this comparison, as well as Ottertail, because it does not have a central sewer system and requires residents to use septic tanks.

Monthly Waste Collection & Recycling Rates for 2022 in Selected Communities in West Central MN



Figure 6. Monthly Waste Collection & Recycling Rates for 2022 in Selected Communities in West Central MN

Note: Vergas offers both composting and recycling bins for residents but does not charge for this service. Pelican Rapids also offers recycling drop off bins through Otter Tail County but does not charge an additional recycling fee. Estimates for waste collection fees were based on a 65-gallon bin per household, with pricing estimates for townships and communities without a city-led service coming from providers servicing these communities: Steve's Sanitation and Ballard's Sanitation.

A note on stormwater fees

Of all the communities in this comparison, only two charge a specific storm water fee to residents – Perham, at \$1.75/month and Frazee at \$1.25/month. In other communities, these fees often show up in property taxes through the calculation of net tax capacity rate. Because there were so few communities that charge this fee, and due to how nominal of a month charge it is, specific comparison charts were not generated for this element of 'fixed costs'.

[illegible]

- Disc golf course
- Walking trail to Trowbridge Zoo
- Fishing pier
- Waterslide
- Pickleball
- Bad mitten
- Public bikes in summer
- Snow shoeing in winter
- Yoga
- Baseball games
- Club sports for young adults in evening
- Monthly clubs (writing, knitting, crafts)
- Splash pad
- Farmers market
- Theatre group
- Outdoor exercise stations along trail
- Yoga studio and climbing/bouldering wall
- Community garden
- Edible landscaping around town
- Indoor fitness opportunities

- Grocery store
- Carwash
- Laundromat

- Small storage rental units
- Toy store
- Bakery
- Pharmacy/Drug store
- Farmers market
- History museum
- Pop-up shop style retail
- Rooftop entertainment areas
- Brewery and/or distillery
- Pizza place
- Sports equipment rental & outdoor recreation clothing
- Dog day care
- Fishing & tackle/bait shop
- Marina rental space
- Seasonal menus

Appendix C. Resources for Trail Connections

The following resources are available to support trail development efforts connecting Vergas to regional trails in the area. Stakeholders involved in trail planning in the future may find these useful as they explore funding opportunities for trail planning and funding.

[Safe Streets and Roads for All \(SS4A\) Grant Program](#) - U.S. Department of Transportation | The Bipartisan Infrastructure Law (BIL) established the new Safe Streets and Roads for All (SS4A) discretionary program with \$5 billion in appropriated funds over the next 5 years. In fiscal year 2022 (FY22), up to \$1 billion is available. The SS4A program funds regional, local, and Tribal initiatives through grants to prevent roadway deaths and serious injuries.

[Greater Minnesota Transportation Alternatives Solicitation](#) | Mn DOT | The Transportation Alternatives Solicitation is a competitive grant opportunity for local communities and regional agencies to fund projects for pedestrian and bicycle facilities, historic preservation, Safe Routes to School and more. Minnesota will be soliciting projects for approximately \$6.2 million in available grant funding across the state where the total is sub-targeted to the seven area transportation partnerships.

[Recreation Grants](#) | Mn DNR | The Minnesota Department of Natural Resources offers several grant opportunities that might support trail planning and funding. Three 2022 examples: Federal Recreational Trail Program, the Local Trail Connections Program, and the Parks and Trails Legacy Grant Program.

CITY OF VERGAS
COUNTY OF OTTER TAIL
STATE OF MINNESOTA
RESOLUTION 2022-006

RESOLUTION ADOPTING THE VERGAS 2022 COMPREHENSIVE PLAN

WHEREAS, the City Council has designated as one of the duties of the Planning Commission to write and revise its Comprehensive Plan when it finds need to do so; and

WHEREAS, the Planning Commission determined that it would be in the interest of the City and its residents to invest in developing the City's first Comprehensive Plan; and

WHEREAS, the Planning Commission, with the assistance from Staff, and West Central Initiative began the process of creating the Comprehensive Plan in 2021; and

WHEREAS, after reviewing the proposed document and taking public testimony, the Planning Commission recommended approval of the adoption of the Comprehensive Plan.

NOW THEREFORE, BE IT RESOLVED, that the Vergas City Council has reviewed the proposed 2022 Comprehensive Plan on August 2nd and does hereby adopt the Comprehensive Plan.

Adopted this 2nd day of August 2022 by the City Council of the City of Vergas.

Julie Bruhn, Mayor

ATTEST:

Julie Lammers, City Clerk/Treasurer

City Council
2022 August Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, August 2, 2022

7. Lawrence Lake Acres Final Plat

Files Attached

- Lawrence Lake Acres FP.pdf

LAWRENCE LAKE ACRES

KNOW ALL MEN BY THESE PRESENTS: That JRMH Holdings, LLC, a Minnesota limited liability company, is the owner and proprietor of that part of Government Lot 1 in Section 25, Township 137 North, Range 41 West of the Fifth Principal Meridian in Otter Tail County, Minnesota, described as follows:

Beginning at an iron monument which designates the northwest corner of said Section 25; thence South 89 degrees 24 minutes 08 seconds East 1317.34 feet on an assumed bearing along the north line of said Section 25 to an iron monument at the northeast corner of said Government Lot 1; thence South 00 degrees 36 minutes 14 seconds East 33.01 feet along the east line of said Government Lot 1; thence North 89 degrees 24 minutes 08 seconds West 519.70 feet; thence South 02 degrees 08 minutes 12 seconds West 380.25 feet; thence South 09 degrees 43 minutes 06 seconds West 286.54 feet; thence South 12 degrees 14 minutes 12 seconds West 181.63 feet; thence South 73 degrees 07 minutes 10 seconds West 378.29 feet; thence North 83 degrees 20 minutes 12 seconds West 322.29 feet to the west line of said Section 25; thence North 00 degrees 53 minutes 21 seconds West 953.80 feet along the west line of said Section 25 to the point of beginning.

And they have caused the said land to be surveyed and platted as LAWRENCE LAKE ACRES and they do hereby donate and dedicate to the public for utility purposes the UTILITY EASEMENTS as shown on the herein plat, and they do hereby donate and dedicate to the public for road and utility purposes WEST LAKE STREET as shown on the herein plat. SUBJECT TO easements, restrictions and reservations of record, if any.

IN WITNESS HEREOF said JRMH Holdings, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 20____.

OWNER: JRMH Holdings, LLC

Joshua Roger Michael Hanson, Manager

State of Minnesota)
County of _____)

The foregoing instrument was acknowledged before me, a Notary Public, this _____ day of _____, 20____, by Joshua Roger Michael Hanson, Manager of JRMH Holdings, LLC, a Minnesota limited liability company.

Minnesota Notary Public
My Commission Expires _____

I, Scott R. Walz, do hereby certify that this plat of LAWRENCE LAKE ACRES was prepared by me or under my direct supervision; that I am a duly licensed surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been set; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subdivision 3, as of the date of this certificate are shown and labeled on this plat, and all public ways are shown and labeled on this plat.

Scott R. Walz, Registered Land Surveyor
Minnesota Registration Number 50320

State of Minnesota)
County of Becker)

The foregoing surveyor's certificate was acknowledged before me, a Notary Public, this _____ day of _____, 20____, by Scott R. Walz, Minnesota Registered Surveyor No. 50320.

Minnesota Notary Public
My Commission Expires _____

This plat is hereby approved by the City Engineer of the City of Vergas, Minnesota, this _____ day of _____, 20____.

City Engineer

At a regular meeting of the Planning Commission of the City of Vergas, Minnesota, on the _____ day of _____, 20____, the plat of LAWRENCE LAKE ACRES was recommended for approval.

Clerk-Treasurer

At a regular meeting of the City Council of the City of Vergas, Minnesota, on the _____ day of _____, 20____, the plat of LAWRENCE LAKE ACRES was duly approved.

Mayor

This plat in the City of Vergas is hereby approved this _____ day of _____, 20____.

City Attorney

I hereby certify that the taxes for the year _____ for the lands described within are paid and no delinquent taxes and transfer entered this _____ day of _____, 20____.

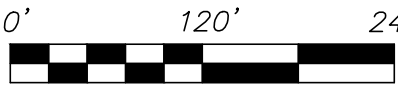
County Auditor/Treasurer

I hereby certify that the within instrument was filed in this office for record on this _____ day of _____, 20____, at o'clock _____ M. and was duly recorded as Document No. _____.

County Recorder

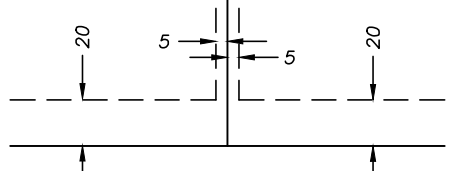
LEGEND

- = Denotes iron monuments found.
- = Denotes iron monuments set marked with Minnesota License Nos. 46538/50320/57622.



Scale: 1 inch = 120 feet

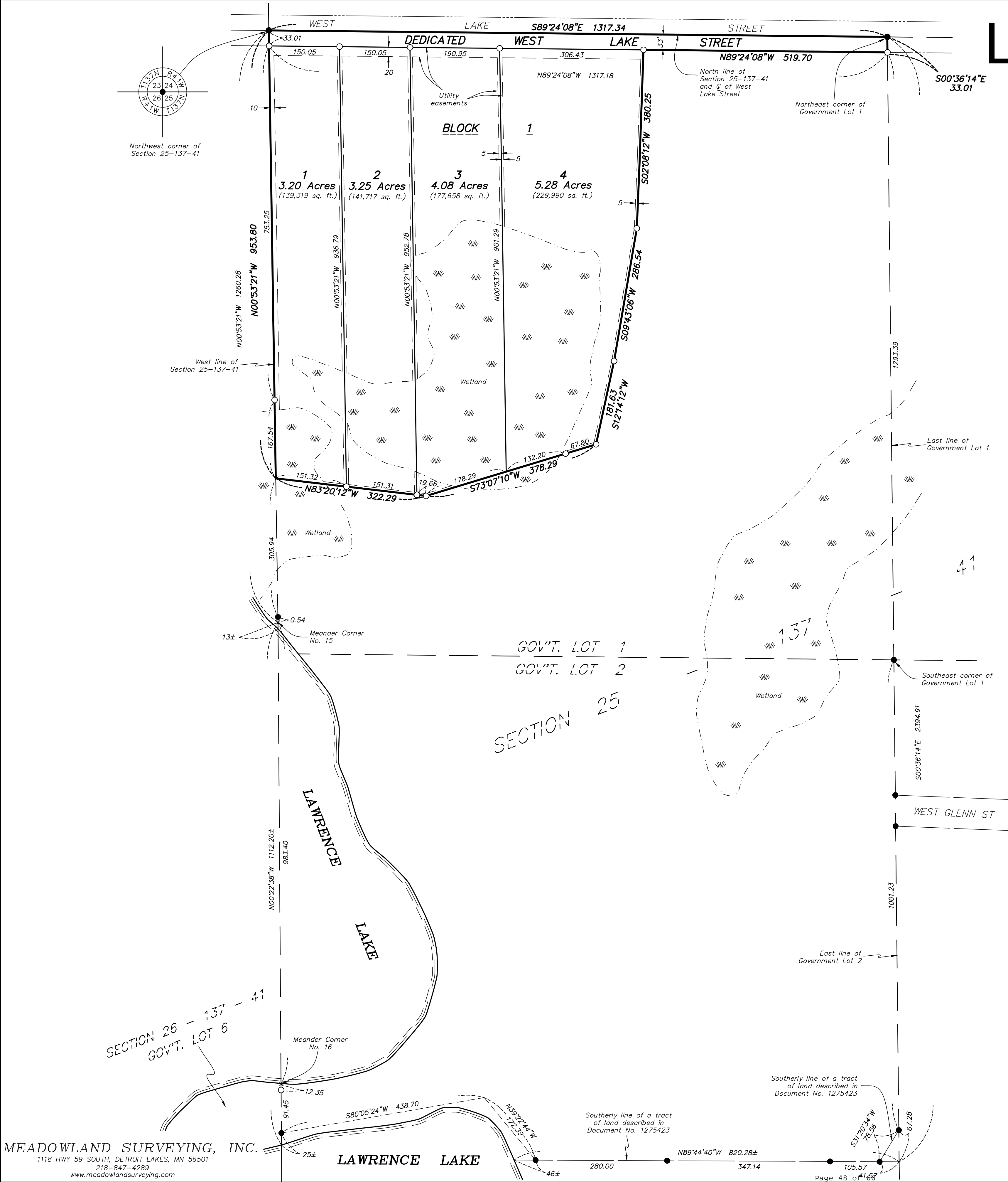
DEDICATED UTILITY EASEMENTS:



Being 5 feet in width adjoining lot lines and being 20 feet in width adjoining road right of way lines in the plat.

Orientation of bearing system is assumed.

Total platted area = 16.80 Acres (732,157 sq. ft.)
Dedicated West Lake Street area = 43,473 sq. ft.



MEADOWLAND SURVEYING, INC.
1118 HWY 59 SOUTH, DETROIT LAKES, MN 56501
218-847-4289
www.meadowlandsurveying.com

City Council
2022 August Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, August 2, 2022

8. LMC-Liability Coverage -Waiver

Files Attached

- LMC-Liability Coverage - Waiver Form.pdf

LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to psstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.*
- *If the member waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.*
- *If the member waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.*

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name:

City of Vergas

Check one:

☐

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

☒

The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: 08-02-2022

Signature: _____

Position: _____

Clerk-Treasurer

City Council
2022 August Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, August 2, 2022

10. Sewer Refund Request

Files Attached

- 104B Altona Avenue.pdf

104B Altona Avenue has requested a 2/3 Sewer refund due to watering the lawn in June. They were surprised their sewer bill was increased due to watering.

I explained sewer bills are based on metered water and they feel they should be granted a onetime 2/3 sewer refund as they were unaware of this information.

Current policy:

If property owner waters lawn as does not want to pay sewer usage, they must purchase a lawn meter (\$169.38) from the city and have outside spigot plumbed to the meter. Water from this meter will not be charged sewage.

City Council
2022 August Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, August 2, 2022

11. Engineering Agreements

Street Condition Survey
Keilley Shores 3rd Addition Construction Admin & Observation

Files Attached

- CONF City of Vergas Comprehensive Street Condition Survey.pdf
- CONF City of Vergas Keilley Shores.pdf

CONFIRMATION OF REQUEST FOR ENGINEERING SERVICES

CLIENT: City of Vergas

LOCATION: Vergas, MN

SERVICE REQUESTED BY: Julie Lammers **DATE:** July 12, 2022

PROJECT: City of Vergas Comprehensive Street Condition Survey **Widseth #:** XXXXXXXX

DESCRIPTION OF WORK INVOLVED: Provide professional engineering services for a comprehensive street condition survey of streets within the City limits. Work to include a visual inspection of all streets with City staff to evaluate the condition of each street. The purpose of this inspection is to get a preliminary indication of the pavement condition and to categorize the streets using the following rating system.

- | | |
|---|-------------------|
| 1 | New or Nearly New |
| 2 | Thin Overlay |
| 3 | Major Overlay |
| 4 | Reclaim |
| 5 | Reconstruction |
| 6 | Gravel |

This information will be entered into a GIS database along with the length and width information to determine a per-block cost of each street. The information will be presented as follows:

1. An overall exhibit of street conditions.
2. A series of exhibits showing the cost of each street on a block-by-block basis for each of the pavement conditions listed above.
3. A series of comprehensive exhibits (pie chart and/or bar chart) showing the total city streets by length, condition, and cost.
4. A summary of overall pavement conditions based on length (miles) and cost.
5. Preparation of 5-year Capital Improvement Plan.

Work to include PowerPoint presentation of information to City staff and to the City Council as requested.

TIME SCHEDULE FOR WORK: Engineer to begin work promptly. Work to be completed within 60 days. Presentation to City Council to be as scheduled by the client.

ESTIMATED ENGINEERING COSTS:

Comprehensive Street Condition Survey – Lump Sum	\$5,500
--	---------

BILLING METHOD:

(X) Lump Sum

BILLING SCHEDULE:

(X) Monthly

REMARKS: See attached General Provisions of Professional Services Agreement.

WIDSETH SMITH NOLTING agrees to perform the described work as set forth above. The **CLIENT** agrees to make payment for work performed within thirty (30) days after receipt of billing.

SUBMITTED:
WIDSETH SMITH NOLTING

APPROVED:
CITY OF VERGAS

BY: _____
Jeff Kuhn, P.E.

BY: _____

BY: _____
Tim Schoonhoven, P.E.

DATE: _____

CONFIRMATION OF REQUEST FOR ENGINEERING SERVICES

CLIENT: City of Vergas**LOCATION:** Vergas, MN**SERVICE REQUESTED BY:** Julie Lammers**DATE:** July 12, 2022**PROJECT:** Keilley Shores Third Addition Construction Admin & Observation **Widseth #: XXXXXXXX**

DESCRIPTION OF WORK INVOLVED: Provide professional engineering services for assistance with construction administration and observation for the Keilley Shores Third Addition project. The project includes street, sanitary sewer, watermain, and storm sewer improvements in the Keilley Shores Third Addition area. Work to include verification of construction of the public infrastructure included in the plans (as provided by Moore Engineering Inc), and surveying upon request. The purpose of construction observation is to ensure the constructed project meets the plans and specifications as well as city code.

TIME SCHEDULE FOR WORK: Work to coincide with the start of construction, following the schedule as described in the plans and specifications.

ESTIMATED ENGINEERING COSTS:

Construction Services - Administration and Observation	
Estimated Hourly --	\$44,000
Survey Staking Services – As requested -- Hourly	\$ TBD

BILLING METHOD:

(X) Hourly

BILLING SCHEDULE:

(X) Monthly

REMARKS: See attached Widseth Hourly Rates and General Provisions of Professional Services Agreement.

WIDSETH SMITH NOLTING agrees to perform the described work as set forth above. The **CLIENT** agrees to make payment for work performed within thirty (30) days after receipt of billing.

SUBMITTED:**WIDSETH SMITH NOLTING****APPROVED:****CITY OF VERGAS**BY: _____
Jeff Kuhn, P.E.

BY: _____

BY: _____
Tim Schoonhoven, P.E.

DATE: _____

City Council
2022 August Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, August 2, 2022

12. Committee Reports

1. Parks
2. Planning Commission

Files Attached

- 07-25-2022 Planning Commission Meeting minutes.pdf
- July Park Board.pdf

CITY OF VERGAS PLANNING COMMISSION MINUTES

Monday, July 25, 2022

6:00 pm

Event Center & Zoom Meeting

The City of Vergas Planning Commission was held on Monday, July 25, 2022, at 6:00 pm as a hybrid meeting with the following members present: Bruce Albright, Van Bruhn, Robert Jacoby, Neil Wothe and Paul Pinke. Absent: none. Also present: Clerk-Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Engineer Jeff Kuhn, Glen Bunkowske, Mike Rosendale and Tyler Sazma.

Call to Order

Chairman Bruce Albright called meeting to order at 6:08 pm. All voting at this meeting will be taken by a roll call vote as Bruce Albright attending by zoom located at the Lake of the Woods General Store, and Robert Jacoby attending on zoom from the Hennepin County Library.

Agenda Additions and Deletions

Approved agenda as with following additions: Ordinance 85 and construction permit for 105 E Main St.

Minutes

Motion by Wothe, seconded by Bruhn to approve minutes for Monday, June 27, 2022. Motion passed unanimously.

Status of Council Recommendations

Albright informed planning commission members the Council has asked for the Developers Notice Procedure to include more details.

Construction Permits

Approved Permits by City Clerk-Treasurer

- a. 121 W Linden St , repair siding and rotten boards
- b. 201 W Main St, driveway repair
- c. 146 Main St, planter boxes
- d. 339 Frazee Ave, shingle
- e. 105 Main St E, sign

Permits needing approval

- a. 98 Parkview Drive, repair shoreline

Motion by Wothe, seconded by Bruhn to approve permit to repair shoreline with the ordinary high-water line marked by the DNR. Voting yes: Bruhn, Wothe, Jacoby and Albright. Voting No: none Motion carried.

- b. 96 Parkview Drive, culvert, driveway and shed

Motion by Wothe, seconded by Bruhn to approve permit for culvert, driveway and shed as our current ordinance is written. Voting yes: Bruhn, Wothe, Jacoby and Albright. Voting No: none Motion carried.

Reminded property owner he had one year to build living quarters or shed would need to be removed.

- c. 100 Parkview Drive, remove weeds and update lakeshore

Motion by Bruhn, seconded by Wothe to approve permit to repair shoreline with the ordinary high-water line marked by the DNR. Voting yes: Bruhn, Wothe, Jacoby and Albright. Voting No: none Motion carried.

- d. 251 1st Ave N, addition to garage

Motion by Bruhn, seconded by Wothe to approve addition to garage at 251 1st Ave N with the permit doubling due to work begin started before permit was issued, the penalty payment must be paid within 5 days or a cease and assist notice shall be delivered. Voting yes: Bruhn, Wothe, Jacoby and Albright. Voting No: none Motion carried.

Paul Pinke joined the meeting.

Grade and Fill Permit

Commissioners discussed permitting process: City of Vergas is responsible for everything above the ordinary high-water mark and MN DNR is responsible for everything below the ordinary high-water mark. Elevation should be determined on these properties which Albright will send information to Lammers, and she will provide to Sonnenberg Excavating.

- a. 96 Parkview Drive-fill one area of lakeside

Motion by Bruhn, seconded by Pinke to approve permit for grade and fill with the ordinary high-water line marked by the DNR. Voting yes: Bruhn, Wothe, Jacoby and Albright. Voting No: none Motion carried.

- b. 98 Parkview Drive-stabilize lakeshore and add dirt

Motion by Jacoby, seconded by Wothe to approve permit for grade and fill with the ordinary high-water line marked by the DNR. Voting yes: Bruhn, Wothe, Jacoby and Albright. Voting No: none Motion carried.

Old Business:

Nuisance Properties

Spreadsheet for nuisance properties was discussed. Removed the following properties for lack of nuisance: 260 1st Ave S, 401 S Pelican Avenue. Motion by Pinke, seconded by Wothe to send letter to 306 E Frazee Ave for unlicensed vehicles and 131 E Mill St for general debris. Voting yes: Bruhn, Wothe, Jacoby and Albright. Voting No: none Motion carried.

Developers Notice policy

Kuhn and Lammers will review and update.

New Business:

Vergas Ordinance 85

Kuhn reviewed ordinance and stated changes needing to be made. Lammers and Kuhn will provide updated ordinance at the September meeting.

Meeting adjourned at 6:58 pm.

Secretary,

Julie Lammers, Vergas City Clerk-Treasurer

Follow Up Actions:

350 Pelican Avenue construction assessment (Tanya at Otter Tail County HRA)

Snow emergency routes.

Review camper ordinance.

Public Hearing on Aug. 22, 2022

Review and update Developers Notice Procedure

Review and update Ordinance 85 regarding culverts.

Council recommendations:

None.

MINUTES

VERGAS PARKS & REC ADVISORY BOARD MEETING

Vergas Event Center 7/28/2022 at 5:00 p.m.

MEMBERS PRESENT: Sherri Hanson, Tony Sailer, Paul Pinke, Sydney Glawe, Steph Hogan, Mike Dufrane.

MEMBERS ABSENT: Carol Albright

OTHERS PRESENT: None

APPROVAL OF JUNE MINUTES: Paul made the motion to approve the minutes, Tony seconded the motion, and the board voted and the motion carried.

BUDGET: Julie Lammers had sent us a spreadsheet of budget and expenditures from 2020 to the present with a place for proposed budget for 2023.

Board's Proposed Budget For 2023

Wages \$30,8060. (This is Board's responsibility toward Mike and Matt's salary.)

Employee Cont ./Soc Sec. Etc \$14,600.

Health Ins. \$5,700.

Work Comp. \$900 (?)

Engineering \$2500

Office Supplies \$100

Operating Supplies \$7,500

Telephone \$375 (Mike & Matt)

Travel,Mtgs and School \$300

Repair & Maint. Supplies \$20,000

Small Tools & Minor Repairs \$20,000

Employee clothing Allowance \$250

Printing & Publishing \$250

Licenses & Permits \$360 (Beach Permit)

Insurance \$?? (Proposed initially \$5000 but coverage has changed so Julie and Sherri need to talk.

Utility Service \$3000

Rubbish \$2,400

Repair & Maintenance Service \$5,000

City Share/Assessments \$1,000

Improvements \$20,000 (Beach house, Trail Overlay, Fence, Wall, Lawnmowers, Vehicles, Picnic Tables. (The city has also approved part-time employee fulltime Jan. 1)

Refunds & Reimbursements' \$0

TOTAL \$115,695 PLUS updated insurance costs.

The repairs/replacements of the dugouts was discussed. Franklin Fence had given us a bid of \$25,000. We also have a bid from Menz of \$5000. He would build 2 chain link dugouts with covering. Sherri says there needs to be two bids but maybe Franklin bid can be the 2nd. Insurance will cover part of cost.

We need to be sure to ask council to put any carry over monies into our Money Market Fund to help with future improvements.

Julie had also sent a budget Income & expenditures sheet for 2022. There was a question about the income entry for the Land Dedication fee for the Kelly Shores 3rd Addition. Some on the board were unaware of such a fee but it is a fee set by the City for developments in the city. Sherri said this is not a new fee as it was charged to Josh Hanson for his project as well. We also learned that any carryover money and donations appear in the parks Money Market Account although Board needs Council's approval to spend this money. Current balances are \$14,112.84 in Money Market & West Central Initiative \$53.54 for total of \$14,166.38.

EOT SWCD They have left us information regarding the trees. They say the trees should be removed and shared what the proper distance from the wall should be. They also told us the best time to remove the trees is in September.

LOONEY DAYS: We will pass the buckets again at Looney Days during some of the Loon Park Events. The bank employees will help and Tony and Steph said they would also help. The water ski people have also said they will donate back to the city.

LADDER FOR SWIMMING DOCK There was no ladder on the swimming dock to allow easy access for the kids going in and out of the water during swimming lessons. The ladder was donated to the city and Mike and Matt installed before the 2nd week of swim lessons.

GARBAGE CANS AND BRUSH HOG. Due the cost of garbage cans Tony suggested we might be able to rent the cans from Steve's Sanitation. Mike pursued this and discovered we could get the cans for \$2 each per month. Mike ordered 10 cans 65 gallons each for a huge City saving.

The brush hog was purchased yesterday. Mike wants to use it in front of the swing set and on the hill. They can't mow the hill and there is lots of poison ivy in that area. Sherri said it would be nice to have spruced up by Looney Days. Mike said they would try but he couldn't promise. Mike would like to remove the sumac by the lake. He appreciates suggestions people have because seeing it everyday sometimes you don't notice.

SWIMMING LESSONS SUMMARY: There were 70 kids from Verges. Frazee did not need all their slots so everyone got free participation. The instructors were great and people thought the online signup worked very well. There was only one complaint and it was that they allowed no kids under 5. The red cross requires special certification for instructors working with children under 5. Plans are to handle swimming lessons like this next year as well.

MIKE UPDATE: The grill has been installed. It is better than Mike had expected and less expensive so they will get another grill with the extra money for a grill down on tin can alley. He doesn't have a dog waste station update and there are no other updates.

OTHER: Park plans need to have Carol present for viewing and discussing. There is a plan to actually name the park. People need to think of ideas for our next meeting.

NEXT MEETING : Thursday, August 25, 2022 at 5:00 7at Verges at Verges Event Center.

MEETING ADJOURNED 5:55. .

Recorded by Steph Hogan.

City Council
2022 August Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, August 2, 2022

14. Staff Reports

Utility Superintendent

Files Attached

- 8-August Council Report by DuFrane.pdf

City Council Report from Mike DuFrane.

1. Wastewater
 - a. The second phase of jetting sewers was done on 7-28-22 and 7-29-22. Three lift stations were also cleaned due to the grease buildup.
 - b. The lift stations had annual check by tri-state pump on 8-1-22
2. Parks
 - a. Grill was installed at the beach by the boat dock.
 - b. Steve's sanitation delivered 10 garbage cans that we will be leasing from them for 2.00 dollars a month.
3. Water
 - a. There has been 3 service line leaks this month. 1 at Billy's bar and 2 on Dianne Ave.
4. Streets
 - a. Roads were graded on 8-27-22 by Driveway Service.
 - b. The housing development on Dianne and Eva was mowed due to nuisance property "tall grass and weeds" and charge \$600.00.
5. Josh Hanson Property
 - a. We cleaned up most of the property. Josh had a local contractor come in and finish the rest .

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15. Information & Announcements

1. MN Rural Water, (DuFrane & Engebretson) September 1, 2022, Waconia, MN
2. Clerks Advanced Academy- (Lammers) September 15-16, 2022 New Ulm MN