

CITY OF VERGAS  
COUNCIL AGENDA  
VERGAS EVENTS CENTER

6:30 P.M. on Tuesday, January 14, 2020

(Reminder the Frazee-Vergas Forum is recording this meeting and all information discussed is public information)

(In order to run an efficient meeting, please do not repeat comments and limit them to 3 minutes or less.)

- a. Call to order
- b. Citizens' Concerns - *Council will recognize citizens who may have items for the Council. Citizens please state your name and address for the record. Council may ask questions for clarification or explanation, but no council action will be held on these items.*
- c. Additions or Deletion to Agenda (*City Council or City Staff Only*)
- d. Approval of Consent Agenda. *The following are non-controversial items intended to be approved with one motion, without discussion. If a council member, staff, or member of the public would like to discuss an item(s), please ask that it be removed, and it will be placed elsewhere on the agenda.*
  - i. Council Minutes of the December 9, 2019 and December 10, 2019
  - ii. Bills paid between Council Meetings and Council Bills
  - iii. Liquor Store Bills for December 2019
  - iv. Late Water/Sewer bills
  - v. Vergas Lion's Raffle – March 1, 2020
  - vi. Set Time, Place, & Date of Regular 2020 Meetings for second Tuesday of the month at 6:30 pm.
  - vii. Appointment of Acting Mayor Julie Bruhn
  - viii. Council Portfolios
    - i. City Weed Inspector
    - ii. Event Center, Recycling Center
    - iii. Liquor Store, Licenses Municipal Buildings
    - iv. Streets, Parks, Recreation Sidewalks,
    - v. Water, Sewer Operations, Emergency Services, Storm Drain
    - vi. Personnel
  - ix. Board Representatives
    - i. CDH-Vergas Fire Board Representative-Julie Bruhn
    - ii. Planning Commission Representative-Logan Dahlgren
    - iii. Economic Development Authority (EDA) Representative-Paul Pinke
    - iv. Park Board Appointments – Sherry Hanson, Carol Albright and Mike Goettel
- j. Approval for Council Member Paul Pinke to miss February, March and April Council meetings.
- k. Designate Official
  - i. Appoint City Attorney: Peloquin Law Office, P.A.
  - ii. Designate Official Newspaper: Frazee-Vergas Forum
  - iii. Designation of official place of advertisement of projects: cityofvergas.com website
  - iv. Designate Official Depositories: Vergas State Bank
- e. Vergas Property Tax Rebate program
- f. Wellhead Protection Plan

- g. Committee Reports
  - i. CDH-Vergas Fire Board
  - ii. Economic Development Authority
  - iii. Personnel
    - i. Reviews
      - 1. Clerk-Treasurer-Liquor Store Manager
      - 2. Utilities Superintendent
    - ii. Maintenance Operator position
    - iii. Council Claim Form
- h. Staff Reports
  - i. Utilities Superintendent Report
    - i. Parks
    - ii. Water and Sewer
    - iii. Streets
  - ii. Liquor Store Manager Report
- i. Mayor's Report
- j. Information and Announcements
- k. Adjournment

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The City Council of Vergas met in regular session at 6:30 p.m., on Tuesday, January 14, 2020 in the Council Chambers, Vergas Event Center with the following members present: Mayor Dean Haarstick, Council Members, Logan Dahlgren, Julie Bruhn and Terri Smith. Absent: Paul Pinke. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Barbie Porter of the Frazee-Vergas Forum and Steve Peloquin of Peloquin Law Firm.

Mayor Dean Haarstick called the meeting to order.

No citizens' concerns were discussed.

Motion by Smith, seconded by Dahlgren to accept agenda with the addition of deferred special assessment. Motion passed unanimously.

Motion by Smith, seconded by Bruhn to approve the following consent agenda items

- l. Council Minutes of the December 9, 2019 and December 10, 2019
- m. Bills paid between Council Meetings and Council Bills for a total of \$114,590.28.
- n. Liquor Store Bills for December 2019 for a total of \$45,063.75.
- o. Late Water/Sewer bills
- p. Vergas Lion's Raffle – March 1, 2020
- q. Set Time, Place, & Date of Regular 2020 Meetings for second Tuesday of the month at 6:30 pm.
- r. Appointment of Acting Mayor Julie Bruhn

- s. Council Portfolios
  - i. City Weed Inspector -Dean Haarstick
  - ii. Event Center, Recycling Center -Logan Dahlgren and Paul Pinke
  - iii. Liquor Store, Licenses Municipal Buildings- Julie Bruhn and Terri Smith
  - iv. Streets, Parks, Recreation Sidewalks-Dean Haarstick and Paul Pinke
  - v. Water, Sewer Operations, Emergency Services, Storm Drain-Logan Dahlgren and Terri Smith
  - vi. Personnel-Julie Bruhn and Dean Haarstick
- t. Board Representatives
  - i. CDH-Vergas Fire Board Representative-Julie Bruhn
  - ii. Planning Commission Representative-Logan Dahlgren
  - iii. Economic Development Authority (EDA) Representative-Paul Pinke
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Discussed the Vergas Property Tax Rebate program. Motion by Bruhn, seconded by Smith to hold a public hearing at 6:15 pm on February 11, 2020. Motion passed unanimously.

Lammers reviewed wellhead protection plan that has been approved by the State of Minnesota and MN Rural Water will help the City apply for grants to accomplish the goals included in the plan.

Discussed the 2019-1 Street project assessments. Motion by Bruhn, seconded by Smith to accept Resolution 2020-001, (a complete text of the resolution is part of permanent public record in the City Clerk’s office.) to allow Military deferral of payment of special assessment as stated under Minnesota State Statue 435.193 to 435.195 for the 2019-1 Street Project. Motion passed unanimously.

Bruhn reviewed CDH-Vergas Fire Board budget meeting. The City of Vergas is responsible for 11% of the CDH-Vergas Fire and Rescue funding. The 2020 budget increase is 5%. On January 23, 2020 they will hold their annual meeting.

Lammers updated Council on Economic Development Authority housing study to be administered in February.

Bruhn reviewed personnel reviews of the Clerk-Treasurer-Liquor Store Manager the Utilities Superintendent recommending a 2% raise for each as they are satisfactory employees. Motion by Bruhn, seconded by Dahlgren to give a 2% raise to Julie Lammers, Clerk-Treasurer-Liquor Store Manager and Mike DuFrane, Utilities Superintendent. Motion passed unanimously.

Motion by Bruhn, seconded by Dahlgren to accept the resignation of Anthony Neuman, Vergas Maintenance Operator. Motion passed unanimously. Motion by Dahlgren, seconded by Smith to advertise for another 32 hour or less maintenance operator. Motion passed unanimously. Discussed Bruhn being out of town in February and Council decided to have Dahlgren fill in for her on the personnel committee for the interviews the first week of February.

Lammers provided a claim form for Council payments. Motion by Bruhn, seconded by Dahlgren to approve council claim form. Motion passed unanimously.

Utilities Superintendent Mike DuFrane provided the following:

Parks: No report.

Water and Sewer: 42 radios have been installed. In November we used 556,000 gallons of water and 593,000 gallons of wastewater. Scheduled a water and sewer committee meeting for January 29 at 7:30 a.m. to discuss pumps at a lift station.

Streets: provided a quote for \$9,160 for a 6-yard program-currently we have a 3-yard bucket. Discussed the need for a larger bucket and the pros and cons. Council requested DuFrane bring information on cost for new plow truck and for Lammers to bring financial information regarding street equipment to the February Council meeting. DuFrane asked for guidelines on how to handle weekend snowstorms when he is not able to work. Discussed contracting the snow removal out, no quotes have been requested for snow removal. DuFrane stated he can get out of his commitments for the next month.

Lammers reviewed Liquor Store activities. Sales were down the last 2 weeks of December due to the snow. Ended 2019 ahead of 2018 in sales.

Haarstick reviewed January Mayor's meeting where they discussed area Mayors, the Big Build, Governors opening fishing opener in Otter Tail County, electric charging stations, cigarette licenses and vaping. Motion passed unanimously.

Haarstad announced the Vergas 2020 Board of Review and Equalization will be held April 1, 2020 from 1:00 to 1:30 pm in the Vergas City Council Chambers.

The business for which the meeting was called having been completed, the meeting was adjourned at 7:15 p.m.

Clerk-Treasurer Julie Lammers, CMC