

**City Council**  
**2021 May Council Meeting**  
**Vergas Event Center and Zoom Id number 267-094-2170 (password 56587)**  
**6:30 PM on Tuesday, May 11, 2021**

- 1. Call to Order**
- 2. Citizens' Concerns**
- 3. Agenda Additions and Deletions**
- 4. Approval of Consent Agenda**
  - a. Council Minutes of the April 13, 2021
  - b. Board of Review Minutes
  - c. Bills paid between Council meetings and Council bills
  - d. Liquor Store bills for April 2021
  - e. General Fund/Special Revenue Money Market Account Report
  - f. 2021 Investment Schedule/Bond Schedule
  - g. Budget Reports
    1. General Fund
    2. Water Fund
    3. Sewer Fund
  - h. Late water/sewer bills
  - i. Elimination of Development Policy Form
  - j. Citizen Concern Form
  - k. Vergas Lion's LG220 MN Lawful Gambling Permit
- 5. Board of Review**
- 6. Proposals Involving City Property**
- 7. Veterans Memorial**

Vergas Veterans Memorial Committee.  
Vergas Veterans/Concerned Citizens
- 8. Construction Permits**
  - a. 230 East Frazee Ave - Veterans Memorial Park
  - b. 230 East Frazee Ave - Pickleball Courts
  - c. 360 South Pelican Ave - 4 insert windows
- 9. 105 Main Street-Small Cities Development Program**
- 10. City Attorney**
- 11. Committee Reports**
  - a. EDA/HRA Commission
  - b. Event Center Advisory Board
  - c. Park Advisory Board
  - d. Personnel Committee
  - e. Planning Commission
- 12. Staff Reports**

Utilities Superintendent Report  
Liquor Store Manager Report
- 13. Information & Announcements**

.Board of Review, May 25, 2021 11:00, (Mayor, Council & Lammers) Event Center and on zoom

  - a. MN Clerks & Finance Conference-June 15-18, 2021 (Lammers) St Cloud
  - b. League of MN Cities Annual Conference June 22-25 (Mayor, Council & Lammers) online
  - c. Board of Review Training Opens July 1, 2021 (All Council Members)
  - d. Household Hazardous Waste Mobile Collection July 9, 2021 10 am -2 pm (Volunteers needed)
  - e. MN Rural Water Conference – Aug.24-26, 2021 (DuFrane) St Cloud
  - f. Clerks Advanced Academy-September 23-24, 2021 (Lammers)
  - g. Municipal Beverage Association (MMBA), September 25-28, 2021 (Lammers) Arrowwood
- 14. Adjournment**

CITY OF VERGAS  
COUNCIL MINUTES  
VERGAS EVENTS CENTER & ZOOM  
Tuesday May 11, 2021

The City Council of Vergas met at 6:30 pm, on Tuesday, May 11, 2021 at the Vergas Event Center and on a Zoom virtual meeting with the following members present: Mayor Julie Bruhn, Council Members: Logan Dahlgren, Bruce Albright, Paul Pinke and Natalie Fischer. Absent: none. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Steve Peloquin, Amy Jenson, Josh Haugen, Carol Albright, Austin Tegtmeier, Connie Breitzman, Dennis Breitzman, John Lotzer, Henry Dietrick, Doug Sofar, Lyle Krieg, Pam Krieg, Robert Jacoby, Frank Vana, Jill Shipman and Scott Kolbinger.

Mayor Julie Bruhn called the meeting to order.

No citizens' concerns were discussed.

Motion by Pinke, seconded by Dahlgren to accept agenda with the deletion of 105 Main Street Small Cities Development Program and the additions of Gravel Pit Compliance Report and assessment application. Motion passed unanimously.

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

- a. Council Minutes of the April 13, 2021
- b. Board of Review Minutes
- c. Bills paid between Council meetings and Council bills.
- d. Liquor Store bills for April 2021
- e. General Fund/Special Revenue Money Market Account Report
- f. 2021 Investment Schedule/Bond Schedule
- g. Budget Reports
  1. Water Fund
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- h. Late water/sewer bills
- i. Elimination of Development Policy Form
- j. Citizen Concern Form
- k. Vergas Lion's LG220 MN Lawful Gambling Permit

Motion passed unanimously.

Discussed the General Fund budget. Discussed event center transfer from the savings account for the remodeling project. Motion by Albright, seconded by Pinke to approve general fund budget report. Motion passed unanimously.

Bruhn reviewed the information from the County of Otter Tail regarding the need for another Board of Review due to a mailing error and 16 residents in Vergas did not receive their notices. Motion by Albright, seconded by Pinke to have Board of Review on Tuesday, May 25, 2021, at 11:00 am. Motion passed unanimously.

Bruhn reviewed the proposals involving permanent structure(s) and/or activity on city property policy. Discussed adding the following item City Engineer will be involved for projects of a substantial nature to ensure construction specifications are met and quality. This is at the expense of the project team. Proof of liability insurance will be required for projects of substantial nature on City property during construction. Motion by Dahlgren, seconded by Pinke to approve policy with the additions discussed. Motion passed unanimously. Council discussed date the policy would be effective. Motion by Dahlgren, seconded by Pinke for policy to become effective immediately. Motion passed unanimously.

Albright reviewed how Dent handles their Veterans Memorial. Bruhn visited 6 veterans and 9 families with members in the service. Many of the families stated they already have their names on memorials in Detroit Lakes. The 2 main areas they are concerned with the location and the fact that everyone must pay to have their name on the memorial. There is a centennial time capsule buried to the left of the flower garden. Bruhn explained our city engineer will need to be paid to make sure specification and quality is met. Questioned who would be covering insurance and what the cost would be to the City. Albright stated no one is opposed to Veteran's and we truly appreciate everything they have done, there is concern about having a memorial of people from the lakes area and missing Vergas citizens. A month ago Council sent everyone home to

work together, the cemetery board, the concerned citizen group and the veteran's committee but Council does not feel that has happened. Questioned who will be taking care of this memorial when the 5 people putting this together are gone, will the Lion's take care of this or is there a group willing to take this on. Dennis Breitzman stated the citizen's group canceled the meeting they set up and they did not feel it would work to be in the cemetery. Bruhn stated how important it is to have citizens working together and asked if there are any thoughts regarding an alternate location. Krieg stated they have not looked at other sites. Frank Vana questioned committee regarding the homework of the baseball field. The baseball field was donated to the city by a World War 2 Veteran whose brother enjoyed baseball and committed suicide. Austin Tegtmeier stated the Concerned Group agrees with the comments made and has shared their concerns.

Motion by Albright, seconded by Dahlgren to not act on the permits at 230 East Frazee Avenue until projects are following the proposals involving City property policy, permits can be brought to the planning commission meeting on May 24, 2021. Motion passed unanimously. Connie Breitzman questioned when they could use West Central Initiative to start raising money. Currently checks are being sent back to people due the Council deciding to not allow fundraising. If people donate to the Cities fund and project does not get completed the money will go to the City and not returned to donators.

Motion by Dahlgren, seconded by Fischer to approve construction permit for 360 South Pelican Ave - 4 insert windows. Motion passed unanimously.

Engineer Scott Kolbinger reviewed Gravel Pit Compliance Report (minutes available at the Vergas City Office). Motion by Fischer, seconded by Pinke to accept Gravel Pit Compliance Report. Motion passed unanimously.

City Attorney Steve Peloquin announced his retirement and introduced Josh Haugen and Amy Jenson who will be replacing him with his firm. Haugen and Jenson have expressed interest in continuing with the City of Vergas. Bruhn questioned if Jenson or Haugen has any government experience. Haugen primary does family law, bankruptcies, probate and estate work and has not represented a city or government entity. Jenson does not have government experience. Motion by Albright, seconded by Pinke to go thru the proposal process. Motion passed unanimously. Peloquin stated he would be at the June meeting and maybe the July meeting.

Dahlgren left meeting for fire call.

Albright reviewed EDA/HRA meetings held on May 5, 2021 (minutes available at the Vergas City Office). Motion by Albright, seconded by Pinke to approve the commercial tax abatement policy provided in the packet. Voting yes: Albright, Pinke and Fischer. Voting No: none. Absent: Dahlgren.

Lammers reviewed the Vergas Event Center meeting held on April 14, 2021 (minutes available at the Vergas City Office). Security cameras have received a donation from the Vergas Community Club to pay the \$3,490 for the camera's and they will be put in the first week of June.

Dahlgren returned to Council meeting.

Carol Albright reviewed the Park Board meeting held on April 22, 2021 (minutes available at the Vergas City Office). Motion by Pinke, seconded by Fischer to have a platform made by the boardwalk if the cost is less than \$1,000.00. Motion passed unanimously. Motion by Albright, seconded by Pinke to set the rates at \$40.00 per student and hire Nancy Jacobson at \$35.00 per student and Edyn Fosse at \$15.00 an hour with the condition the City will get a report stating names of each child and what level they are attending. Motion passed unanimously.

Bruhn stated we have not moved forward with any candidates for the liquor store management position.

Albright reviewed Planning Commission meeting minutes of April 26, 2021 (minutes available at the Vergas City Office). Motion by Albright, seconded by Pinke to bring all non-conforming construction permits must be brought to planning commission. Motion passed unanimously. Motion by Albright, seconded by Pinke to allow temporary sheds for 2 years if under 150 square feet and building with living quarters is built within 2 years. Motion passed unanimously. Motion by Albright, seconded by Pinke to begin the process of dedicating the undedicated part of Townline Road. Motion passed unanimously. Kolbinger and Peloquin will discuss what is needed for accomplishment of dedication of Townline Road. Type two 4-wheelers are allowed on County Roads will be brought back to council with a resolution drawn up by Peloquin.

Discussed application for commercial assessment rebate and the need for a public hearing before Council can decide regarding the assessment rebate. Motion by Albright, seconded by Pinke to have a public hearing regarding assessment rebate on June 8, 2021, at 6:30 pm. Motion passed unanimously.

Utilities Superintendent Mike DuFrane provided the following:

Parks a. Pier was fixed on 5-6-2021. b. Boat dock will be put in the lake this week. c. Bath house will be opened when chance freezing is not in the forecast. 2. Water a. Well Inspection Report attachment enclosed. 3. Wastewater a. Discharge is going on schedule. b. Phosphorus discharge level 4.21 mg/l. This is high. Discharge limits should be 1mg/l. We do not have phosphorus limit on discharge yet as we are discharging into the infiltration basins. If we were to discharge in the wetlands this is not acceptable. 4. Recycle center. a. blocks have been placed. We only got 9 of them we will be adding as they are available. 5. Roads a. Roads have been graded, by Driveway Service.

Discussed purchasing mulch and computer issues. DuFrane stated he has had email issues for years and has Arvig looking into it. Today his email worked, and he does not know why. DuFrane stated he needs credentials from Paulnet to work with other computer programmers. Albright stated he would speak with Paul Haarstick regarding this email issue.

DuFrane asked for schedule to the Loon's as he did not know baseball was starting and Dahlgren stated he would get contact information for baseball to DuFrane. Albright asked Bruhn to add phosphorus information to her next newsletter article. Discussed the amount of yard waste and the fact there is a burning ban on.

Lammers reviewed Liquor Store activities.

Financial: April Sales \$5,444.46 below April 2020, \$4,209.15 above 2019 April Expenses \$6,915.11 below April 2020, \$11,363.70 below 2019 Annual Balance of \$16,010.22 above of 2020 and \$13,138.02 above 2019 Profit for 2021 is currently \$11,573.87. Employees: One employee has left employment –currently at 5 part-time employees. Employees are being swore at and harassed regarding masks (especially on weekends). After speaking with other liquor store managers, I have changed policy for employees to give masks to customers who request a mask. We have signs up regarding executive order on both of doors and on the electronic sign. All employees are required to wear masks when more than 1 person is in the store.

Building: The outside wall is being replaced and will continue to watch for leaks. Started clearing out an area for a manager's office and hope to have liquor store committee meeting soon to being assembly of office.

Albright stated he missed the item in the planning commission regarding 88 Park View Drive. Discussed the three easements for the property and the need to know where the easements are. Motion by Albright, seconded by Pinke to authorize KLJ to stake the easements at 88 Park View Drive as soon as possible. Motion passed unanimously.

The following City meetings were mentioned:

MN Clerks & Finance Conference-June 15-18, 2021 (Lammers) St Cloud  
Board of Review Training Opens July 1, 2021 (All Council Members)  
Household Hazardous Waste Mobile Collection July 9, 2021, 10 am -2 pm (Volunteers needed)  
MN Rural Water Conference – Aug.24-26, 2021 (DuFrane) St Cloud  
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Municipal Beverage Association (MMBA), September 25-28, 2021 (Lammers) Arrowwood  
League of MN Cities Annual Conference (Mayor, Council & Lammers)

The business for which the meeting was called having been completed, the meeting was adjourned at 8:10 p.m.

Clerk-Treasurer Julie Lammers, CMC