

**CITY OF VERGAS
COUNCIL AGENDA
VERGAS EVENTS CENTER
6:30 P.M. on Tuesday, October 8, 2019**

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

Additions or Deletion to Agenda

Council Minutes of the September 8, 2019

Gambling Permit Vergas Fire Relief Assn 10/26/2019

Dogs at Large

EDA Housing Study Grant

Planning Commission Report

2019 Street Project Update

Vergas Event Center Advisory Committee Report

Vergas Long Lake Trail Report

Utilities Superintendent Report

Use of Maintenance of City Vehicles Policy

Personnel Policy

Hiring Policy

Mayor's Minute

Financial Report

- a. Bills Paid Between Council and Council Bills
- b. Liquor Store Bills for August 2019
- c. Late Water/Sewer bills
- d. 2020 General Fund Budget

Liquor Store Manager Report

**CITY OF VERGAS
REGULAR MEETING
Tuesday, October 8, 2019 6:30 P.M.**

The City Council of Vergas met in regular session at 6:30 p.m., on Tuesday, October 8, 2019 in the Council Chambers, Event Center with the following members present: Mayor Dean Haarstick, Council Members, Logan Dahlgren, Paul Pinke and Julie Bruhn. Absent: Terri Smith. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Kevin Zitzow, Leighton Wallace, Bryce Wallace, Lyle Krieg, Roger Palmer, Dennis Breitzman, John Lotzer, Henry Witterich, Jill Hoffinan, Rebecca Hasse, Barbie Porter of the Frazee-Vergas Forum and Steve Peloquin of Peloquin Law Firm.

Mayor Dean Haarstick called the meeting to order.

Motion by Pinke, seconded by Dahlgren to accept agenda with additions a gambling permit. Motion passed unanimously.

Motion was made by Pinke, seconded by Dahlgren to approve the minutes of the September 8, 2019 meeting. Motion passed unanimously.

Rodger Palmer and Lion's Veteran members explained that on November 18, 2019 there will be a Veteran's dinner here at the Vergas Event Center. They have not had to pay for the Wolf Lake or Frazee centers for the dinner and they requested the Vergas Event Center to be used at no cost. Motion by Pinke, seconded by Bruhn to wave the fee for the event center. Motion passed unanimously. Lammers reviewed Vergas Event Center Advisory Committee report.

Motion by Pinke, seconded by Dahlgren to approve Resolution 2018-013 (a complete text of the resolution is part of permanent public record in the City Clerk's office.) approve gambling permits for the Vergas Fire Department and TIP to allow gambling for October 26, 2019. Motion passed unanimously.

Discussed dogs running at large with members present at the meeting, the person requesting the dogs be put on agenda did not attend the meeting.

President of the Vergas Economic Development Authority Kevin Zitzow presented grant information from Otter Tail County. Zitzow requested permission from the Vergas City Council to apply for a grant for a housing study. Housing studies are often necessary to receive federal funds and development for our community.

Motion by Pinke, seconded Bruhn to approve Resolution 2018-012 (a complete text of the resolution is part of permanent public record in the City Clerk's office.) to approve provisions for Economic Development to apply for grant. Motion passed unanimously. Zitzow provided information on a property tax rebate program for new single and two-family homes.

Bruhn providing Planning Commission report. Bruhn reviewed change of Ordinance 151.39 to comply with the MN Statute 92.20 related to nuisance ordinance addressing unlicensed vehicles. Motion by Pinke and second by Dahlgren to change ordinance 151.39 to include commercial property and not just residential as noted in current ordinance. Voting yes; Pinke, Dahlgren and Bruhn. Voting No; Haarstick. Motion passed. Planning Commission continues to review city street weight restrictions and shed homes. There is current city ordinance that sheds built on lots have living quarters (water/sewer). Sheds currently in place without living quarters will be grandfathered in since ordinance not enforced not built. A letter from Hobart Township was received requesting Townline Road (shared road with city and township) not have a weight limit.

Engineer Scott Kolbinger provided written update of 2019 street project. Road side slopes are not to engineering specs. Diane Avenue's water is draining onto the Hasse's property on Hill street and they cannot access their property from the road. Jill Hoffman stated some vehicles cannot drive in her driveway after the , project has been completed and she has water in her garage for the first time. Rebecca Hasse stated they have been coming to meetings for months and nothing seems to be getting done. She also stated the property behind hers has not been mowed this year. Lammers has written a letter to property owners and utility department will mow when they are able to. Haarstick thanked everyone for coming to Council meeting. Lammers requested a time lime be given to the Engineer to complete this project. Council requested DuFrane take pictures of Diane Avenue and Eva Avenue. Council requested a special meeting next week when Kolbinger can attend.

Lammers reviewed Long Lake trail report.

Utilities Superintendent Mike DuFrane stated he could not find a curb stop or sewer line on Scharf Ave, he called Engineer Scott Kolbinger who stated they did not have records of sewer lines on Scharf but would check and get back to him, which he never did. DuFrane had the area video tapped to find sewer stub for the property. DuFrane stated the Engineer does not go Over things with him and he has had this issue with all the engineers from KLJ.

Zitzow reviewed the process of hiring KLJ and that we had these same issues with the prior Engineering firm. Motion by Dahlgren, seconded by Bruhn to send letter of grievance to KLJ Engineering firm. Motion passed unanimously. Leighton Wallace asked for their driveway off Pelican Avenue to be plowed this winter. Attorney Steve Peloquin explained they would need to petition the City to accept the driveway as a City Street before the City could plow the street.

Use and Maintenance of City Vehicles policy was discussed. The only change in the policy is the employee use of cellular phones. Motion by Bruhn, seconded by Dahlgren to adopt the Use and Maintenance of city vehicles policy. DuFrane stated he feels policy should be changed regarding the use of City vehicles for non-City functions. It was decided to look at EMS calls using City vehicles at a later date. Motion passed unanimously.

Personnel policy was reviewed, and a new policy was presented. Overtime and night hours need prior approval from the personnel board members of the Council. Bruhn stated employees can flush hydrants and receive night hours without approve (gave blanketed approval). Plowing that must occur has approval. Motion by Bruhn, seconded by Pinke to approve new personnel policy. Motion passed unanimously.

Bruhn reviewed the hiring policy provided to the Council. Motion by Pinke to approve the hiring policy. Motion passed unanimously.

Mayor Haarstick stated the Mayors meeting was in Vergas and the next meeting will be in Vining. He reviewed the Loss Control meeting he and Julie Bruhn attended.

Motion was made by Pinke, seconded by Bruhn to approve City bills totaling \$62,155.42. Voting yes: none. Voting No: Bruhn, Dahlgren and Pinke. Motion failed. Motion by Pinke seconded by Bruhn to approve City bills presented for \$62,155.42 except for the KLJ invoice for 3,513.84 for a total of \$58,641.58. Motion passed unanimously.

Motion by Dahlgren, seconded by Bruhn to approve Liquor Store bills totaling \$40,851.84. Motion passed unanimously.

Lammers presented late water/sewer bills report.

Discussed 2020 budget was discussed and the budget committee will review.

Lammers reviewed liquor store activities. Motion by Bruhn, seconded by Pinke to hire Isabella Hiltner as a part time liquor store clerk for \$10.10 an hour. Motion passed unanimously.

The business for which the meeting was called having been completed, the meeting was adjourned at 8:00 p.m.

Clerk-Treasurer Julie Lammers, CMC