

**CITY OF VERGAS
COUNCIL AGENDA
VERGAS EVENTS CENTER**

6:30 P.M. on Tuesday, November 12, 2019

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

1. Call to order
2. 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.*
3. Additions or Deletion to Agenda (*City Council or City staff Only*)
4. 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.*
 - a. Council Minutes of the October 8, 2019 and October 22, 2019
 - b. Bills Paid Between Council and Council Bills
 - c. Liquor Store Bills for October 2019
 - d. Late Water/Sewer bills
 - e. 2020 General Fund Budget
5. 2020 Election Polling Place
6. Otter Tail County Housing Initiative
7. Construction Permits
 - a. 402 E Frazee Ave
8. Vergas Community Club
 - A. Park Maintenance
 - B. Looney Daze
 - C. Old Time Christmas Street Closing, November 30, 2019
9. 2019 Street Project Update
10. Committee Reports
 - a. Economic Development Authority
 - b. Planning Commission Report
 - c. Vergas Event Center Advisory Committee Report
 - d. Trail Committee
11. Staff Reports
 - a. Utilities Superintendent Report
 - i. Parks
 - ii. Water and Sewer
 - iii. Streets
 1. Otter Tail County Resolution
 - b. Liquor Store Manager Report
12. Mayor's Report
13. Information and Announcements

- a. KLJ Engineering meeting at City office November 13, 2019

14. Adjournment

**CITY OF VERGAS
REGULAR MEETING
Tuesday, November 12, 2019 6:30 P.M.**

The City Council of Vergas met in regular session at 6:30 p.m., on Tuesday, November 12, 2019 in the Council Chambers, Event Center with the following members present: Mayor Dean Haarstick, Council Members, Logan Dahlgren, Paul Pinke, Julie Bruhn and Terri Smith. Absent: none. Also present: Clerk/Treasurer Julie Lammers, Rebecca Hasse, Sydney Dahlgren, Sherri Hanson, Amy Baldwin, Paul Haarstick, Scott Kolbinger KLJ, Engineering, 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 Pinke to accept agenda as presented. Motion passed unanimously.

Motion was made by Smith, seconded by Pinke to approve the following consent agenda items:

- a. Council Minutes of the October 8, 2019 and October 22, 2019
- b. Bills Paid Between Council and Council Bills totaling \$47,764.69.
- c. Liquor Store Bills for October 2019 totaling \$72,451.25.
- d. Late Water/Sewer bills.
- e. 2020 General Fund Budget. Approved resolution 2019-016 (a complete text of the resolution is part of permanent public record in the City Clerk's office.) approving 2020 Fund Budget.

Motion passed unanimously.

Motion by Smith, seconded by Bruhn to accept Resolution 2019-015, (a complete text of the resolution is part of permanent public record in the City Clerk's office.) to designate the polling place for the City of Vergas. Motion passed unanimously.

Amy Baldwin, Otter Tail Community Development Director provided information on the Otter Tail County property tax rebate program for new single and two-family homes in Otter Tail County and asked the Vergas City Council if they would consider a program for Vergas residents.

Motion by Bruhn, seconded by Dahlgren to approve construction permit for 402 E Frazee Ave to repair/reside garage. Motion passed unanimously.

President of the Vergas Community Club Sherri Hanson discussed our natural resource of the park on Long Lake and the area by the Loon. Discussed concerns about the brush by the Loon and shelter and the lack of benches in the park. Hanson requested a City park board be formed to help maintain the City's natural resources. The Long Lake park has brush by the shelter needing to be removed, you are unable to see the loon from the lake and benches are needed to enjoy our natural resources. Terri Smith and Paul Pinke are members of the Council with the park as their portfolio and will investigate starting a park board.

Hanson presented check for \$11,200 to the Council for the event center remodeling project this is the from the profits of 2019 Looney Daze.

Hanson requested the City employees help with clean up during Looney Daze. The Community Club is requesting help with garbage and fencing and would like a City maintenance employee to help with these items. Motion by Pinke to have City maintenance help with Looney Daze clean up if they would like to. Motion died for lack of second. Council asked personnel committee to investigate the duties and discuss with maintenance employees and bring recommendation to the December council meeting.

Hanson asked Council to become a sponsor of the Old Fashion Christmas to be held in Vergas on Saturday, November 30, 2019. The City would be responsible for insurance including the sleigh rides during the event. Vergas Community Club requested Main Street from Railway Avenue to First Street be closed on Saturday Nov. 30 from 2 pm to 8 pm for the Old Fashion Christmas celebration. Motion by Smith, seconded by Bruhn to have the City be a Co-Sponsor of the Old Fashion Christmas event contingent on the City getting insurance coverage in writing. Motion passed unanimously.

City Engineer Scott Kolbinger reviewed the 2019 Street Project update. Motion by Dahlgren, seconded by Bruhn to approve the final payoff of \$36,721.52 to Anderson Brothers and accept change order. Motion passed unanimously. Motion by Bruhn, seconded by Smith to set the

Street Assessments at a 20-year payback to the City of Vergas. Motion passed unanimously. Motion by Smith, seconded by Logan to set an assessment hearing on Monday, December 9, 2019 at 6:30 m. Motion passed unanimously.

Lammers reviewed the Economic Development Authority, we did receive a \$5,000 grant from Otter Tail County for a housing Study. The Economic Development has \$7,500 for the project and the cost of the project is \$13,700. Motion by Smith, seconded by Pinke for City to pay additional \$1,200.00 for the housing study. Motion passed unanimously. Motion by Smith, seconded by Bruhn to approve task order 11 consisting of an agreement between the City and KLJ, Engineering. Motion passed unanimously. Motion by Dahlgren, seconded by Pinke to allow Lammers to attend the Housing Summit at Thumber Pond in Otter Tail City. Motion passed unanimously.

Bruhn providing Planning Commission report. Discussed nuisance properties and the property at 350 Pelican Avenue.

Lammers Event Center Advisory report. We have opened the event center for walking Monday-Thursday from 9 am to 4 pm. We have contacted BHH partners to provide a quote on the remodeling project. Motion by Smith, seconded by Bruhn to move \$5,000 from our 2019 capital outlay of the event center to our money market account to use for the remodeling project. Motion passed unanimously. We have decided to use the final \$5,000 in capital outlay to remodel the kitchen.

Lammers reviewed Long Lake trail report. Trail Committee is holding a wine pairing fundraiser on Dec. 4, 2019. They have scheduled another Hairyman event from the first Saturday in October in 2020.

Utilities Superintendent Mike DuFrane was not able to attend the meeting. Lammers informed the Council DuFrane has scheduled brush removal by the Loon will take place once the ice is safe to walk on. The DuFrane and Neuman have installed 30 of the new meters. Motion by Bruhn, seconded by Pinke Approved resolution 2019-014 (a complete text of the resolution is part of permanent public record in the City Clerk's office.) approving purchasing sand from Ottertail County. Motion passed unanimously.

Lammers reviewed Liquor Store activities.

Mayor Haarstick reviewed the Vining Mayors meeting he attended. He attended the Deer Hunters Governor Banquet in Fergus Falls, MN. He reviewed League of MN Loss Control meeting he and Julie Bruhn attended and informed Council there are packets at the City Office for resident to dispose of medication legally.

Dean Haarstick, Paul Pinke and Julie Lammers will meet with KLJ Engineering Firm on November 13, 2019 at the City Office to discuss issues with the company.

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