

COUNCIL AGENDA  
VERGAS EVENT CENTER  
6:30 P.M.  
Monday, November 5, 2012

Additions or Deletion to Agenda

Council Minutes

- a. 10-1-12 Regular Council Meeting.doc

Construction Permits-

- a. 1000 Scharf Ave Riprap shoreline by new home
- b. 1149 E Frazee Ave, addition
- c. 310 W Glen St, doors, soffit/fascia, windows
- d. 350 S Pelican Ave, re-roof
- e. Mill St, 8x12 shed

Donations –

- a. Zumba
- b. Lion's Club of Vergas

Otter Tail County Winter Maintenance Agreement

Schedule City Council to meet as canvassing board for municipal election (Nov. 9 – 16)

Contract Renewal for Audit Services-Hoffman, Dale, & Swenson, PLLC.

Keilley Shores Development

Utility bill-Parcel 82000990085000 Certify to taxes

Small Cities Development Grant “Conflict of Interest”

Event Center Board Report

Planning Commission Report

- a. Vergas Investment Club building project
- b. Culvert ordinance
- c. Orderly Annexation (Tin Can Alley)

Mayors Minute

Liquor Store Bills for September 2012

Liquor Store Project

- a. Pay Request No. 1 – Gopher State Contractors, Inc. - \$55,326.94
- b. Security System Proposal
- c. Camera Proposal

City Bills Paid Between Council and Council Bills

**CITY OF VERGAS  
REGULAR MEETING  
Monday, November 5, 2012 6:30 P.M.**

The City Council of Vergas met in regular session at 6:30 p.m., on Monday, November 5, 2012, in Council Chambers, Event Center with the following members present: Mayor Dean Haarstick, Council Members Scott Goodman, Paul Pinke, Kevin Zitzow and Shawn Day. Absent: none. Also present: Clerk/Treasurer Julie Lammers, Steve Peloquin of Peloquin • Beck, P.A, Barbie Porter of Frazee-Vergas Forum, Kathleen Stoddard, Greg Schmidt, Lee Dahlgren, Keith Bunkowski , Doug Ackling, Ross Smith and Chris Thorson of Ulteig Engineering.

Mayor Dean Haarstick called the meeting to order.

Motion by Pinke, and seconded by Goodman to accept agenda with the following addition; Municipal Building Change order and Sod protection. Motion passed unanimously.

Motion was made by Goodman, seconded by Pinke to approve the minutes for October 1, 2012 meeting. Motion passed unanimously.

Motion by Goodman, seconded by Pinke to approve the following building permits: 1000 Scharf Ave, Riprap by shoreline and a new home; 1149 E Frazee Ave, addition; 310 W Glen St, doors, soffit/fascia, windows; and 350 S Pelican Ave, re-roof. Motion passed unanimously. Asked for Lammers to call property with shed and make sure it is moved 10 feet from property line before granting a permit.

Motion by Zitzow, Day for resolution to accept donations (A complete text of the resolution is part of permanent public record in the City Clerk's office.) from Zumba and the Lions Club of Vergas. Motion passed unanimously.

Motion by Zitzow, seconded by Day to approve Otter Tail County agreement for 25 cubic yards of sand for \$33.00 per cubic yard. Motion passed unanimously.

Motion by Zitzow, seconded by Day to have a special meeting Tuesday, November 13, 2013 at 11:15 a.m. at the Event Center to canvas the vote. Motion passed unanimously.

Motion by Zitzow, seconded by Pinke for three year contract with Hoffman, Dale & Swenson. Motion passed unanimously.

Keith Bunkowski reviewed the Keilly Shores project explaining they would like to wait until spring. Thorson explained there may be issues with snow plowing in cul-de-sac currently. Motion by Zitzow, seconded by Day to extend contract to finish the road by June 15, 2013 contingent on Bunkowski bringing road to compliment for winter plowing. Motion passed unanimously.

Motion by Goodman, seconded by Zitzow to certify parcel#82000990085000 unpaid water and sewer bill to their property taxes in the amount of \$405.53. Motion passed unanimously.

City employee and Mayor Dean Haarstick has disclosed that he has applied for a grant through the Small Cities Development Program and that he will comply with all other requirements of the policy and procedures concerning the selection of applicants for fund monies. Haarstick has participated in the grant decision making process. Motion by Zitzow, seconded by Goodman to recognize this disclosure as part of the official meeting minutes and will abstain from voting on the matter. Voting yes: Day, Pinke, Goodman and Zitzow. Voting no: none. Mayor Haarstick abstained.

Day reviewed Event Center Board Report. Thanked Vergas Lions for their donation which was spent of a 8x12 foot screen and projector. Motion by Pinke, seconded by Zitzow to spend Vergas Lions donation

on screen and projector. Motion passed unanimously. Discussed decorations in Event center. Motion by Day, seconded by Zitzow to remove tool and lighting. Motion passed unanimously. Discussed window blinds for all windows in the event center. Board would like to recommend City get a plaque for clubs and people who donate to the event center with levels of donations for gold, silver and bronze on the plaque. Discussed front of the event center building and would like to add a 15 by 40 addition and apply for grant for \$35,000 through USDA to help pay. Enchanting Events will be hosting an event for Event center. Day has contacted the Community Club regarding the continuation of raising funds for Event Center.

A change order request for \$2,425.00 has been submitted regarding the Municipal Building Renovation. During the construction process we found the elevator penthouse leaks water, door is broken and no insulation. Motion by Zitzow, seconded by Day to approve change order request for doors, siding and misc. materials for \$2,425.00. Motion passed unanimously.

Lammers reviewed area by City Hall needing new sod between the post office and municipal building. Area is being driven on and sod will be destroyed within a short time if we do not provide a barrier. Two options being discussed are boulders which would cost the City approximately \$300.00 or a curb along the current asphalt for a cost of approximately \$2,500. Motion by Goodman, seconded by Day to put curb along the building. Motion passed unanimously. Council discussed options of length of curb.

Planning Commission report by Goodman. Planning Commission has requested Council approve variance for impervious service for the Investment Club and to continue with public hearing. Motion by Zitzow, seconded by Goodman to set public hearing for Monday, December 3, 2012 at 6:15 p.m. Chris Thorson, Ulteig Engineering questioned water and sewer lines to the three twin homes. Currently there are two curb stops to these properties and it is the property owner's responsibility to provide water and sewer lines off the main.

Culvert ordinance was discussed with council members. Motion by Day, seconded by Pinke to accept ordinance 85. Discussed having Utilities Superintendent check culverts before they are tarred over. Voting Yes: Goodman, Pinke, Day Voting No: Zitzow. Motion carried.

Discussed Tin Can Alley annexation which cannot be annexed in a normal area. Peloquin explained orderly annexation. Motion by Pinke, seconded by Day to rescind motion to annex Tin Can Alley until Planning Commission has an orderly annexation plan to present to Council. Motion passed unanimously.

Mayor Haarstick explained that Utilities Superintendent Mike DuFrane has asked if the City would like to participate in the Frazee snowplow parade. Lammers updated information from Vergas Insurance regarding driving the snowplow out of the City limits for the parade. Motion by Day, seconded Pinke, to approve the use of snow plow for parade to be driven by City employee without exceeding overtime hours. Motion passed unanimously.

Motion by Goodman, seconded by Day to open event center for walking Tuesday to Friday from 8 a.m. to 12 p.m. when no scheduling conflicts. Motion passed unanimously.

Haarstick informed Council he would be attending Mayor's meeting in Ashby on Tuesday, Nov. 7, 2012.

Motion by Pinke, seconded by Day to approve Liquor Store bills for \$35,521.20. Motion passed unanimously.

Motion by Zitzow, seconded by Day to approve payment request number 1 of the municipal building project for \$55,326.94. Motion passed unanimously.

Pinke explained request for security system at the Municipal Liquor Store. Motion by Day, seconded by Pinke to purchase security system from Arvig Communications for \$909.95. Motion passed unanimously.

Discussed camera system for municipal liquor store. Requested we look into other options. Motion by Day, seconded by Zitzow to add smoke detector to security system for \$149.00. Motion passed unanimously. Motion by Zitzow, seconded by Day to add smoke detector in the second level of the municipal building (Attic Shoppe) if we can get it for \$149.00. Motion passed unanimously.

Motion by Zitzow, seconded by Day to approve Dean Haarstick to drive snowplow in parade if DuFrane is unable to do so. Motion passed unanimously.

Motion by Pinke, seconded by Day to have Public Hearing, December 5, 2012 at 6:00 p.m. to amend zoning ordinance. Motion passed unanimously.

Chris Thorson of Ulteig Engineering reviewed options for Scarf Avenue if we cannot get the last property annexed. Peloquin explained he is waiting for Council to give him direction in what they would like him to do. One option is moving the road over so we do not need the easement from the last property owner.

Goodman informed Council there are two planning commissioners with terms ending December 31, 2012. Myles Flateland has said he would serve another term but we are currently looking for someone to replace Jim Sandau. If you know of anyone interested in serving on the planning commission please have them stop by the City office and pick up an application.

Motion by Pinke, seconded by Goodman to approve City Bills for \$18,016.42. Motion passed unanimously.

Pinke informed Council the light has been installed behind the community sign with two plugins for Christmas lighting.

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