

Topic: Vergas Public Hearing and City Council Meeting Zoom Meeting

Time: December 8, 2020 06:30 PM Central Time (US and Canada)

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CITY OF VERGAS  
COUNCIL AGENDA

Virtual Zoom Meeting-cityofvergas.com

6:30 P.M. on Tuesday, December 8, 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.)

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 November 10, 16 and 20, 2020
  - b. Bills paid between Council meetings and Council bills
  - c. Liquor Store bills for November 2020
  - d. General Fund/Special Revenue Money Market Account Report
  - e. 2020 Investment Schedule/Bond Schedule
  - f. Late water/sewer bills
    - i. COVID19 applications-no one has applied
  - g. Polling Place Designation
5. Construction Permits –
  - a. 111 Main St – sign
  - b. 540 Pelican Avenue-door and ramp
  - c. 360 Pelican Avenue – 28x28 garage
6. 2021 Licenses
  1. Liquor -
    - a. Billy's Corner Bar
    - b. Skal
    - c. Otter Coffee (wine)
    - d. Olson Oil (3.2 off sale)
    - e. Lion's Club (3.2 on sale)
  2. Cigarette License
    - a. Vergas Municipal Liquor Store
    - b. Cenex
    - c. Olson Oil
7. Committee Reports
  - a. Streets
    - i. Snow plowing
    - ii. Glen Street vacations
  - b. Park Board
  - c. Economic Development Authority/Housing Authority
  - d. Planning Commission
  - e. Event Center
  - f. Water/Sewer
    - i. 2021 Water Budget

- ii. 2021 Sewer Budget
  - g. Personnel
- 8. 2021 Fee Schedule
- 9. Staff Reports
  - a. COVID-19 City Update
  - b. Utilities Superintendent Report
    - i. Parks
    - ii. Water and Sewer
    - iii. Streets
    - iv. West Lake Street Property
  - c. Liquor Store Manager Report
    - i. Liquor Store Electronic Sign
    - ii. Transfer
- 10. Employee Training
  - a. MN Rural Water Conference – Aug.24-26, 2021 (DuFrane) St Cloud
  - b. MN Clerks & Finance (Lammers) St Cloud
  - c. Clerks Advanced Academy-September 2021 (Lammers)
  - d. LMC, Loss Control Workshop (DuFrane, Engebretson, Lammers)
  - e. League of MN Cities Annual Conference (Mayor, Council & Lammers)
  - f. Municipal Beverage Association (MMBA), (Lammers) Arrowwood
- 11. Mayor’s Report
- 12. Adjournment

**CITY OF VERGAS  
REGULAR MEETING**

**Tuesday, December 8, 2020 6:30 P.M.**

The City Council of Vergas met at 6:30 p.m., on Tuesday, December 9, 2020 in a Zoom virtual meeting with the following members present: Mayor Dean Haarstick, Council Members: Logan Dahlgren, Julie Bruhn, Paul Pinke and Natalie Fischer. Absent: none. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Steve Peloquin, Shane Poss, Sherri Hanson, Mike Goettel, Scott Kolbinger and Barbie Porter of the Frazee-Vergas Forum.

Vice Mayor Julie Bruhn called the meeting to order.

No citizens’ concerns were discussed.

Motion by Pinke, seconded by Fischer to accept agenda with the following additions: mowing bills, Resolution for Vacation and Lion’s Gambling permit. Voting yes: Pinke, Bruhn, Dahlgren and Fischer. Voting no: none. Motion carried.

Lammers present 2 unpaid mowing bills to Council. Motion by Pinke, seconded by Fischer to put mowing bills of parcels 82000500027900 for \$130.00 and 820005000278008 & 9 for \$230.00 on their property taxes. Voting yes: Pinke, Bruhn, Dahlgren and Fischer. Voting no: none. Motion carried.

Mayor Dean Haarstick joined the meeting.

Motion by Bruhn, seconded by Pinke to approve resolution 2020-009 (A complete text of the resolution is part of permanent public record in the City Clerk’s office) regarding vacating Lover’s Lane, East Railway Ave and part of Nesbitt Avenue. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Motion by Bruhn, seconded by Pinke to approve Lion’s calendar gambling permit for March 1, 2021. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Motion was made by Bruhn, seconded by Pinke to approve the following consent agenda with the removal of late water/sewer bills.

- a. Council Minutes of the November 10, 16 and 20, 2020
- b. Bills paid between Council meetings and Council bills for amount of \$86,227.81
- c. Liquor Store bills for November 2020 for the amount of \$74,662.74
- d. General Fund/Special Revenue Money Market Account Report
- e. 2020 Investment Schedule/Bond Schedule
- f. Late water/sewer bills
  - i. COVID19 applications-no one has applied
- g. Polling Place Designation (resolution 2020-010 (A complete text of the resolution is part of permanent public record in the City Clerk's office)

Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Late Water/sewer bills were discussed. The COVID19 application is being sent out with late bills.

Motion by Dahlgren, seconded by Pinke to approve the following: construction permits for 111 Main St for sign, 540 Pelican Avenue for ramp and door and 360 Pelican Avenue for 28x28 garage. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Motion by Dahlgren, seconded by Bruhn to approve the following 2021 Licenses Liquors when all paperwork is completed for Billy's Corner Bar, Skal, Otter Coffee (wine), Olson Oil (3.2 off sale), Lion's Club (3.2 on sale) and Cigarette License for Vergas Municipal Liquor Store, Cenex and Olson Oil. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Discussed plowing on gravel roads. Motion by Bruhn, seconded by Pinke for street committee to review and bring recommendation to the Council with revised policy. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Peloquin reviewed the process of getting transfers on Glen Street. All deeds need to be signed by all first before we can vacate and dedicate Glen Street. Motion by Bruhn, seconded by Pinke to approve resolution 2020-011 (A complete text of the resolution is part of permanent public record in the City Clerk's office) regarding having a public hearing vacating current Glen Street and dedicating Glen Street on new private property and schedule public hearing for January 12, 2021 at 6:30 pm. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Sherri Hanson reviewed the Park and Trail Advisory Committee. Hanson questioned who oversees the park improvements: pickle board court, Veteran's Park ect. Who oversees projects on City property? Discussed liability and insurance – City responsibility. Where does the responsibility lie? The park board is creating a citizen sub-committee led by Maggie Putz for helping with park board activities. Park Board is working on long range planning and will be a part of the comprehensive plan. They are discussing a policy of replacing a tree anytime a tree is taken down. Discussed Goettel property with easement for trail and putting in steps on their property. The County has stated they will not allow steps in the County easement area but would review any permit the city provides. Kolbinger reviewed safety and what items would be able to be used as steps with the issue putting steps by wall would give public access to the trail. Goettel stated he would not rule out any ideas they just need to be able to get to their property. Motion by Pinke, seconded by Fischer to approve a task order with KLJ Engineering to work on this project with Mike Goettel for up to \$1,000.00. Voting yes: Pinke, Bruhn, Dahlgren and Fischer. Voting no: none. Motion carried.

Economic Development Authority/Housing Redevelopment Authority (EDA/HRA) report was reviewed.

Planning Commission report was reviewed with no recommendation for Council. The property owners at 88 Park View has given the City of Vergas a quote for \$2,5000 from Ness Backhoe, Inc. to put in a berm. Motion by Dahlgren seconded by Fischer to spend \$2,5000 on berm to be completed by Ness Backhoe, Inc.

with funds being distributed from ½ streets and ½ parks. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Event Center smart room was discussed. Motion by Pinke, seconded by Fischer to sign contract with Viking Library System for changing the Vergas Council Chambers into a smart room. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Motion by Pinke, seconded by Dahlgren to approve 2021 Water and 2021 Sewer budgets. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried. Motion by Pinke, seconded by Dahlgren for rate increase in Water Accessory Fees and Sewer Accessory fees to \$750.00 each and water rate increase of the base rate to \$28.00 and \$3.50 per 1,000 gallons of water used and sewer rates increase of the base rate to \$28.00 and \$2.50 per 1,000 gallons of water used. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Bruhn reviewed a newly elected officials training with League of MN Cities. Motion by Pinke, seconded by Fischer to allow Council members to attend at a cost of \$175.00 each. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Approved keeping the 2021 fee schedule the same as 2020 with the exception of the water and sewer rates.

Lammers reviewed COVID19 procedures. No changes have been made.

Utilities Superintendent Mike DuFrane provide written report:

Public Utility Superintendent Report, December 2020

1. Water
  - a. Water tower is being run manually. We are running approximately 25000 gallons a day. On 12-16-2020 we will be filling up to 100000 gallons of water for the fire training burn.
  - b. New Power Supply For treatment plant was installed 12-2-2020 by Zitzow Electric.
  - c. KLM 10-year service agreement.

Motion by Bruhn, seconded by Pinke to approve the 10-year agreement with KLM engineering for \$9,300 paying \$930 a year. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

2. Streets
  - a. We have received the snow bucket from General Equipment
3. Wastewater
  - a. Annual inspection was not completed at this time due to malfunction of crane. Task should be completed this week.
4. The City Farm.
  - a. Propane tank was left out there.
    - a. Should we sell it?
    - b. We have been recycling materials from the farm.

DuFrane stated the Control Panel for the water tower would be install on Monday, December 14, 2020. Pinke stated he would contact of the owner Nick Larson to remove the propane tank.

Liquor Store Manager Lammers informed Council electronic sign will be installed Tuesday and the Liquor Store has \$5,000 to transfer to the general fund. Motion by Fischer, seconded by Pinke transfer \$5000.00 from the Liquor Store Fund to the General Fund. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Motion by Bruhn, seconded by Dahlgren to allow the following employee trainings:

- a. MN Rural Water Conference – Aug.24-26, 2021 (DuFrane) St Cloud
- b. MN Clerks & Finance (Lammers) St Cloud

- c. Clerks Advanced Academy-September 2021 (Lammers)
- d. LMC, Loss Control Workshop (DuFrane, Engebretson, Lammers)
- e. League of MN Cities Annual Conference (Mayor, Council & Lammers)
- f. Municipal Beverage Association (MMBA), (Lammers) Arrowwood
- e. MPCA, (DuFrane)

Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Haarstick thanked City residents for allowing him to be on Council these past 31 years. Council Members thanked Haarstick for serving. Haarstick was presented a plaque.

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