

CITY OF VERGAS
COUNCIL AGENDA
VERGAS EVENTS CENTER

6:30 P.M. on Tuesday, December 10, 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 November 12, 2019
 - b. Bills Paid Between Council and Council Bills
 - c. Liquor Store Bills for November 2019
 - d. Late Water/Sewer bills
5. Dent Lion's Meat Raffle Dec. 31, 2019
6. 2020 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. 2019 Street Project Assessments
8. Vergas Property Tax Rebate program
9. Vergas Grocery Task Force
10. Vergas Community Club – Looney Daze
11. 2020 Fee Schedule
12. Snow Plowing
 - a. Alleys
 - b. Bennett Road
 - c. Property Destruction

13. Hire 2020 Election Judges

14. Employee Training

- a. MN Rural Water Conference – March 3-5, 2020 (DuFrane) St Cloud
- b. MN Clerks & Finance –March 15-19, 2020 (Lammers) St Cloud
- c. Clerks Advanced Academy-September 2020 (Lammers)
- d. LMC, Loss Control Workshop, March 26, 2020 (DuFrane, Neuman, Lammers) Fergus Falls
- e. MPCA, June 17, 2020, (DuFrane, Neumann) Vadnais Heights
- f. League of MN Cities Annual Conference June 24-26, 2020 (Haarstick & Lammers) St. Paul
- g. Municipal Beverage Association (MMBA), April 25 – April 28, 2020 (Lammers) Arrowwood
- h. MN Rural Water-Sept. 30, 2020 (DuFrane and Neumann) St Cloud

15. Committee Reports

- a. Economic Development Authority
- b. Planning Commission Report
- c. Vergas Event Center Advisory Committee Report
- d. Council Park Committee Report

16. Staff Reports

- a. Utilities Superintendent Report
 - i. Parks
 - ii. Water and Sewer
 - iii. Streets
- b. Liquor Store Manager Report

17. Mayor's Report

18. Information and Announcements

- a. Board of Appeals and Equalization Training is available online

19. Adjournment

**CITY OF VERGAS
REGULAR MEETING
Tuesday, December 10, 2019 6:30 P.M.**

The City Council of Vergas met in regular session at 6:30 p.m., on Tuesday, December 10, 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, Utilities Superintendent Mike DuFrane, Shane Poss, Rebecca Hasse, Kevin Zitzow, Sherri Hanson, Paul Haarstick, Laura Osborn, Jeremy Brening, Barbie Porter of the Frazee-Vergas Forum and Steve Peloquin of Peloquin Law Firm.

Mayor Dean Haarstick called the meeting to order and requested a moment of silence for of the military helicopter crash victims.

No citizens concerns were discussed.

Motion by Pinke, seconded by Smith to accept agenda with the additions of broadband and Old Fashioned Christmas. Motion passed unanimously.

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

- a. Council Minutes of the November 12, 2019
- b. Bills Paid Between Council Meetings and Council Bills totaling \$91,155.39.
- c. Liquor Store Bills for November 2019 totaling \$40,597.19.
- d. Late Water/Sewer bills.

Motion by Smith, seconded by Bruhn to accept Resolution 2019-017, (a complete text of the resolution is part of permanent public record in the City Clerk's office.) to allow Dent Lions to hold meat raffle at the Vergas Lion's New Year's Eve Party at the Event Center. Motion passed unanimously.

Motion by Smith, seconded by Bruhn to grant liquor licenses to Billy's Corner Bar, Skal Bar and Grill, a 3.2 off sale to Olson Oil, Otter Coffee a wine license and the Lions Club a 3.2 on sale; and to grant cigarette licenses to Vergas Municipal Liquor Store, Cenex and Olson Oil when all required paperwork is received. Motion passed unanimously.

City Engineer Scott Kolbinger provided assessment information for the 2019 Street Project update. During the public hearing on December 9th a home located in the Eva Ave and Diane Street project asked City Council to look at using a footage calculation instead of a per lot calculation to figure assessments. Motion by Smith, seconded by Bruhn to approve figuring the assessments in the Eva Ave and Diane St by calculated by footage. Motion passed unanimously. Motion by Smith, seconded by Bruhn to approve Resolution 2019-018, (a complete text of the resolution is part of permanent public record in the City Clerk's office.) setting the street assessment for 20-year loan with an interest rate of 4.67% to the City of Vergas. Motion passed unanimously.

Lammers reviewed the Otter Tail County tax rebate program and asked if the City of Vergas would like to participate. Motion by Pinke, seconded by Smith to Resolution 2019-019, (a complete text of the resolution is part of permanent public record in the City Clerk's office.) for the City of Vergas to participate in the property tax rebate program for 5 years or \$5,000 within the City of Vergas. Motion passed unanimously.

Sherri Hanson, representing the Vergas Grocery Task Force asked the City of Vergas to endorse a feasibility study for the City of Vergas. Motion by Bruhn, seconded by Smith to endorse a feasibility study to be done by West Central Initiative. Motion passed unanimously.

Due to the Old Fashioned Christmas being postponed from Saturday, November 30, 2019 to December 14. Vergas Community Club requested Main Street from Railway Avenue to First Street be closed on Saturday December 14 from 2 pm to 8 pm for the Old Fashioned Christmas celebration. Motion by Bruhn, seconded by Smith to approve street closing of Main Street from Railway Avenue to First Street be closed on Saturday December 14 from 2 pm to 8 pm for the Old Fashioned Christmas celebration. Motion passed unanimously. Thanked City employees for putting up lights and decorations.

Hanson requested the City employees help with clean up during Looney Daze. Bruhn stated the personnel committee has spoken with the utilities department and they are supportive of removing garbage as requested by the Vergas Community Club

on Saturday and Sunday mornings. Motion by Bruhn, seconded by Pinke to approve City utilities staff remove garbage during Looney Daze as asked in list provided to the personnel committee. Motion passed unanimously.

Lammers reviewed 2020 fee schedule. Motion by Dahlgren, seconded by Pinke to approve new 2020 fee schedule with Lammers reviewing the mowing, snow plowing and grading fees for the February meeting. Motion passed unanimously.

Laura Osborn requested the alley by her home be snowplowed and the snow from the alley on the other side not be put in her alley. Dahlgren asked DuFrane to plow the alley.

Shawn Poss discussed Bennett Road snowplowing and questioned why the change has been made to how it is snowplowed and who he is to call on weekends regarding streets. Council made no recommendations, Mayor stated he could call him.

Discussed mailboxes being hit by the snowplow. No recommendations were made.

Motion by Bruhn, seconded by Smith to hire Diane Menz, Julie Lammers, Don Homme, Sherry Marquart, Elaine Palmer, Ronola Richards, Lynn Schoeneberger and Pat Strand as 2020 Election Judges. Motion passed unanimously.

Motion by Dahlgren, seconded by Smith for employees to attend the following trainings:

- a. MN Rural Water Conference – March 3-5, 2020 (DuFrane) St Cloud
- b. MN Clerks & Finance –March 15-19, 2020 (Lammers) St Cloud
- c. Clerks Advanced Academy-September 2020 (Lammers)
- d. LMC, Loss Control Workshop, March 26, 2020 (DuFrane, Neuman, Lammers) Fergus Falls
- e. MPCA, June 17, 2020, (DuFrane, Neumann) Vadnais Heights
- f. League of MN Cities Annual Conference June 24-26, 2020 (Haarstick & Lammers) St. Paul
- g. Municipal Beverage Association (MMBA), April 25 – April 28, 2020 (Lammers) Arrowwood
- h. MN Rural Water-Sept. 30, 2020 (DuFrane and Neumann) St Cloud

Motion passed unanimously.

Lammers reviewed Economic Development Authority (EDA) activities.

Bruhn reviewed planning commission report. Discussed nuisance properties and the property at 350 Pelican Avenue. Requested the City Council give planning commission guidelines on nuisance properties. Lammers will bring information regarding to the February meeting regarding what other communities are doing.

Lammers reviewed Event Center Advisory report. Motion by Dahlgren, seconded by Bruhn to sell the gas stove. Motion passed unanimously. Requested Lammers add sold as is on bill of sale.

The Council park committee met and a Park Board was discussed. Motion by Pinke, seconded by Smith to add a park board to Vergas. Motion passed unanimously.

Utilities Superintendent Mike DuFrane provided the following:

Parks: They are cutting down 3 small trees and 1 large tree.

Water and Sewer: 35 radios have been installed and the price of meters and radios are increasing the 1st of the year. Motion by Smith, seconded by Bruhn to purchase meters and radios within the current budget year with the remaining 2019 budget. Motion passed unanimously.

Streets: no report.

Lammers reviewed Liquor Store activities. The Liquor Store has another power outage and needed to close for about 2 hours Tuesday, December 10, 2019. The store had a recorded number of days closed in 2019 due to power outages and winter storms.

Nick Leonard for Otter Tail County has requested Lammers presence at the Blandin Broadband Community program. Council encouraged Lammers to attend.

Mayor Haarstick reviewed the Ottertail County Housing summit he attended.

Board of Appeals and Equalization training is available online and Council members are encouraged to take course.

The business for which the meeting was called having been completed, the meeting was adjourned at 8:30 p.m.

Clerk-Treasurer Julie Lammers, CMC