

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

6:30 P.M. on Thursday, April 11, 2019 (meeting postponed to Monday, April 15 due to weather)

(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 March 14, April 3 and April 4, 2019

Financial Report

- a. Bills Paid Between Council and Council Bills
- b. Liquor Store Bills for March 2019
- c. Late Water/Sewer bills

Vergas Farmers Market

Lion's Trailer

2018 Street Project

- a. Bid
- b. Scharf Extension

2019 Bond

Policy

- a. Street Plowing
- b. Use and Maintenance of City Vehicles

Wine License

Personnel

1. Job Descriptions
 - a. City Clerk-Treasurer-Liquor Store Manage
 - b. Receptionist
 - c. Liquor Store Clerk
2. Maintenance Operator Position
 - a. Pay Scale
 - b. Employee

Vergas Long Lake Trail Report

Event Center Advisory Report

Planning Commission Report

Utilities Superintendent Report

Mayors Minute

Information

Duluth League of MN Cities Annual Conference June 26-28, 2019 (Mayor Haarstick, Council Members Bruhn and Stall)

Hazardous Waste Day July 12, 2018 (volunteers needed)

CITY OF VERGAS REGULAR MEETING Monday, April 15, 2019 6:30 P.M.

The City Council of Vergas met in regular session at 6:30 p.m. on Monday, April 15, 2019 in Council Chambers, Event Center with the following members present: Mayor Dean Haarstick, Council Members Julie Bruhn, Terri Smith, Sandee Stall and Logan Dahlgren. Absent: none. Also present: Clerk/Treasurer Julie Lammers, Scott Kolbinger of KLJ, Engineering, Jessica Green, Barbie Porter of the Frazee-Vergas Forum, Nicole Weldon, Jill Hoffman, Keith Bunkowske, Shane Poss, Matt Sofar, Paul Pinke, Kathy Wouters, and Steve Peloquin of Peloquin Law Firm.

Mayor Dean Haarstick called the meeting to order.

Motion by Smith, seconded by Stall to accept agenda with addition of construction permit, personnel time off and Bennett Road. Motion passed unanimously.

Motion was made by Smith, seconded by Stall to approve the minutes of the March 14, 2019 with the following change requested by Julie Bruhn to reflect that it was based on information from the MLC attorney there is no authority in state law for a city to serve as a fiscal agent in the paragraph regarding the City of Vergas be the fiscal agent for a Change Makers Grant with West Central Initiative and the minutes of April 3 and April 4, 2019. Motion passed unanimously.

Motion was made by Stall, seconded by Smith to approve City bills totaling \$18,316.55. Motion passed unanimously.

Motion was made by Stall, seconded by Bruhn to approve Liquor Store bills totaling \$37,869.91. Motion passed unanimously.

Council reviewed late water/sewer bills.

Lammers reviewed request from Sherry Marquart to use the Lions Shelter in the Park by the beach and put a sign in the park for the farmers market to be held on Wednesday's this summer. Motion by Smith, seconded by Bruhn to give permission for Farmers Market to be in the park by the beach and to allow 24x36 sign to be placed by parking lot in the park. Motion passed unanimously.

Shawn Poss presented information on holes located on the end of Bennet Road. Matt Sofar stated that last year he was able to drive around the 22-foot hole, but it has increased in length to 28 feet and now was unable to drive around the hole. They requested class 5 be placed in hole and leveled with the City loader. Council requested Lammers ask DuFrane to evaluate repairs to Bennett Road.

Scott Kolbinger, City Engineer reviewed bids for the street improvement district 2018-1 construction fees and bid. Motion by Dahlgren, seconded by Bruhn to accept resolution 2019-003 (a complete text of the resolution is part of permanent public record in the City Clerk's office) a resolution accepting bid for 2019 Street Improvements Street Improvement District 2018-1 and Diane Avenue and Eva Street for \$682,347.00 from Anderson Brothers Construction Company. Motion passed unanimously.

Motion by Dahlgren, seconded by Stall to accept the construction services fees with KLJ Engineering in the amount of \$76,000 for the street improvement district 2018 construction fees. Motion passed unanimously.

Discussed the Scharf extension of water and sewer lines and Keith Bunkowske withdrew his proposal.

Jessica Green of Northland Securities reviewed the General Obligation Improvement Bonds, Series 2019A needed for the street project in the amount of \$985,000.00. Motion by Smith, seconded by Bruhn to proposal to proceed with the purchase of the General Obligation Improvement Bonds, Series 2019A in the amount of \$985,000. Motion passed unanimously.

Street Plowing policy was discussed, and no input was received regarding changes to the policy. Motion by Smith, seconded by Bruhn to approve street plowing policy as presented. Motion passed unanimously.

Motion by Bruhn, seconded by Stall to pass Use and Maintenance of City Vehicles policy as presented. Motion passed unanimously.

Motion by Stall, seconded by Bruhn to approve a 2019 wine license for Otter Coffee pending receipt of signature on the application form from the Otter Tail County Sherriff's Department. Motion passed unanimously.

Motion by Stall, seconded by Smith to approve job descriptions for City Clerk-Treasurer-Liquor Store Manager, Receptionist and Liquor Store Clerk. Motion passed unanimously.

Motion by Stahl, seconded by Dahlgren to hire Anthony Neumann as our Maintenance Operator pay scale step 4 with benefits of public employee's retirement association (PERA) and a cell phone reimbursement of \$25.00 a month. Motion passed unanimously. Thanked Dean Haarstick for his past 9 years of service and Mike Goettel of his past 2 years of part time service.

Motion by Bruhn, seconded by Smith to allow employee Mike DuFrane to go over the 200 hours of personnel time off allowed in the Vergas personnel policy for two weeks. Motion passed unanimously.

Lammers reviewed Long Lake trail report.

Lammers reviewed Event Center Advisory report.

Bruhn reviewed planning commission report. Motion by Dahlgren seconded by Smith to approve amendment to Ordinance No. 151.25 (a complete text of the amendment is part of permanent public record in the City Clerk's office) an ordinance regulating the aesthetics of commercial buildings in the City of Vergas and amending Sec. 151.25 C-1 General Commercial District. Motion passed unanimously.

In absence of Utilities Superintendent Mike DuFrane, Lammers asked Council about purchasing water meters (cost of meters and pads are divided between water and sewer budget capital outlay as bills for both are based on water meter usage). Council advised the purchase meters and pads in increments of ten at a time until complete.

Haarstick discussed Mayors meeting in Henning regarding house improvements in communities.

The business for which the meeting was called having been completed, the meeting was adjourned at 7:50 p.m.

Clerk-Treasurer Julie Lammers, CMC