

CITY OF VERGAS  
PUBLIC HEARING  
VERGAS EVENT CENTER  
6:00 P.M.  
Monday, April 2, 2012

Small Cities Development Grant

CITY OF VERGAS  
COUNCIL AGENDA  
VERGAS EVENT CENTER  
6:30 P.M.  
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Additions or Deletion to Agenda

Council Minutes of the March 5, 2012

Small Cities Development Grant

Resolution Allowing Dora Township to use Event Center as Precinct Polling Place

Mn Lawful Gambling Permit-Lions Calendar Raffle 9/1/2012

Zumba (request for use of Event Center Room from 8:00 to 9:00 on Monday's and Thursday's starting April 16)

Construction Permit-

- a. 421 Lake St W-new home
- b. 140 E Elm St-deck and cover

W Lake Street

Town Line Road and East Scharf Avenue Right of Way Easement Acquisition

Event Board

Trail Committee

Municipal building exterior design

Attic Shoppe Lease and Ceiling

Mayors Minute

Report from Public Utilities Superintendent Michael DuFrane

- a. LED Light at Water Plant
- b. Barefoot Lawns

City Web Site

Utility Billing Program- UB Pro, Banyon

City Hall Computer

10% gambling fund request for:

- a. Vergas Lions Scholarship Fund of \$500.00
  - b. Baseball Field maintenance and repairs

Personnel

A. LMC-2012 Annual Conference & Marketplace, June 20-22, 2012, Duluth Entertainment Convention Center

(Haarstick and Lammers)

- B. PTO
- C. Employee Job Descriptions
- D. Shirts
- E. Summer Employee
- F. Swimming Lessons
- G. Hire Swim Instructors and Summer Help

Liquor Store Bills for March 2012

Financial Report

Bills Paid Between Council and Council Bills

Information

Board of Review will be held on April 11, 2012 at the CDH-Vergas Fire Hall meeting room from 1:00 to 1:30 p.m.

LMC-2012 Annual Conference & Marketplace, June 20-22, 2012, Duluth Entertainment Convention Center

Otter Tail County Household Hazardous Waste Mobile Collection program for the City is scheduled for Friday, July 13, 2012, from 10:00 a.m. – 2:00 p.m. at the Vergas-CDH Fire Hall. Volunteers are needed.

**CITY OF VERGAS**  
**Public Hearing**  
**Monday, April 2, 2012 6:00 P.M.**

Vice Mayor Paul Pinke called Public Hearing to order at 6:00 p.m.

Pinke explained the public hearing was to discuss the Small Cities Development Grant. Dennis Christianson of Fergus Falls/Otter Tail County Housing and Redevelopment Authority provided information to Council regarding grant budget and cooperative agreement. The pre-application has been approved and we are now in the process of submitting the full application. Christianson explained procedure of the grant application and answered questions from citizens and council members. Discussed the cooperative agreement between the City of Vergas and the City of Dent.

Vice Mayor Pinke closed public hearing after hearing no more discussion at 6:27 p.m.

**CITY OF VERGAS**  
**REGULAR MEETING**  
**Monday, April 2, 2012 6:30 P.M.**

The City Council of Vergas met in regular session at 6:30 p.m., on Monday, 4-02-12, in Council Chambers, Community Center with the following members present: Mayor Dean Haarstick, Council Members Scott Goodman, Paul Pinke, Shawn Day and Kevin Zitzow. Absent: none. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Michael DuFrane, Liquor Store Manager Carol Sharp, Steve Peloquin of Peloquin • Beck, P.A, Barbie Porter of Frazee Forum, Ross Smith, Lisa

Kaldahl, Sandy Grow, Doug Ackling, Dennis Christianson, Perry Coleman, Bonnie Anderson, Janice Anderson and Aaron Lauinger of Ulteig Engineering.

Mayor Dean Haastick called the meeting to order.

Motion by Pinke, and seconded by Day to accept agenda with the following additions: Frazee-Vergas Community Education Class, construction permit for 410 W Sunset Strip, council room seating and Tin Can Alley. Motion passed unanimously.

Motion was made by Day, seconded by Pinke to approve the minutes of the March 5, 2012 meeting. Motion passed unanimously.

Motion by Zitzow, and seconded by Pinke to sign the Small Cities cooperative agreement with the City of Dent. Motion passed unanimously. Motion by Pinke, seconded by Goodman to accept the following Resolutions: Identifying for and “slum and blight” conditions and Local Government Application (A Complete text of the resolutions is part of permanent public record in the City Clerk’s office.) Motion passed unanimously.

Motion by Zitzow, seconded by Day to allow Mn Lawful Gaming permit for the Lions raffle starting in September. Motion passed unanimously.

Motion by Goodman, seconded by Pinke to approve the following building permits: 401 Lake St W-new home; 410 W Sunset Strip-metal roof and addition to garage; and 140 E Elm St-cover deck and additional deck. Motion passed unanimously.

Zumba has requested use of Event Center on Monday’s and Thursday’s from 8:00 a.m. to 9:00 a.m. starting April 16, 2012. Motion by Day, seconded by Zitzow to allow Zumba to be held at Event Center on Mondays and Thursday’s starting April 16, 2012 only if the Event Center is not being used for a paying event. Motion passed unanimously.

Council discussed W Lake Street improvements. Steve Peloquin of Peloquin • Beck, P.A stated the road is a planning commission issue and will need to discuss with land owners to see if they want to do something with the road. Requested parcel information to be given to Peloquin and asked Planning Commission to review.

Aaron Lauinger of Ulteig Engineering reviewed proposal for Town Line Road and East Scharf Avenue Right of Way Easement Acquisition. Purchase of easements will be in addition to this price. Lauinger will present contract at next planning commission and Lammers and Goodman begin looking at financial options.

Day reviewed the minutes of the Vergas Event Center advisory board. Requested getting bids for new signage on the Event Center. Event Board has discussed having an event to raise funds for improvements for event center.

Zitzow explained Municipal building exterior design BHH cost estimate. Motion by Goodman, seconded by Day to accept proposal for \$8,596.00 for construction document phase, bidding phase and construction administration. Discussed fees and expenses. Motion passed unanimously.

Day explained reviewed bids for ceiling project for the second floor of the Municipal Building. Day reviewed the proposal for the new lease agreement for the Attic Shoppe: five year lease, \$416.00 with a 4% increase annually and reimbursement of ceiling over next 14 years. Motion by Goodman, seconded Pinke to approve ceiling bid from Dow Acoustics, Inc and Zitzow Electric not to exceed \$14,862.17. Voting Yes: Goodman, Pinke and Day. Abstain: Zitzow. Motion carried. Motion by Day, seconded by Zitzow to approve Attic Shoppe lease of: five year lease, \$416.00 with a 4% increase annually and

reimbursement of ceiling cost over next 14 years for a total of \$500 a month for first year. Building committee of Day and Zitzow will review lease before signing. Motion passed unanimously.

During the Mayors minute Haarstick reviewed the North Country Trail meeting.

Public Utilities Superintendent Michael DuFrane presented an estimate form Barefoot lawns for \$1,032.00 per weed spraying and \$221.00 for walk/bike path for weed spraying. Motion by Zitzow, seconded by Day to approve barefoot lawns for spraying of City property. Motion passed unanimously. DuFrane explained he is in need of a new LED light at the water plant. Motion by Day, seconded by Pinke for Zitzow Electric to replace light at water plant. Voting yes: Goodman, Pinke and Day. Abstaining: Zitzow. Motion carried. DuFrane presented information regarding DNR dock the City received last year. Les Fronning from the DNR will be here Thursday to access how to anchor it on the beach. DuFrane informed Council the City hydrants will be flushed around the 16<sup>th</sup> of April.

Discussed Utility Billing Program and the need to update the program. Lammers provided bids from Banyon Data Systems and Softline Data. Motion by Zitzow, seconded by Day to purchase UBMax utility billing program form Softline Data for \$590.00. Motion passed unanimously.

Lammers provided bids from Dell and BNG Technologies for City Hall computer. Motion by Day, seconded by Zitzow to purchase computer for City Hall from BNG Technologies for \$1,156.34. Motion passed unanimously.

Lammers presented the Council with the Minnesota Lawful Gambling report. Vergas Lions has requested \$500 to use for their Scholarship Fund and baseball association has requested \$2,000 for maintenance and repairs to dugout. Council discussed using future funds for fences and bleachers at the ball diamond. DuFrane mentioned applying for the Twins Community Fund grant to defer costs. Motion by Goodman, seconded by Day to give Vergas Lions \$500.00 for scholarship and \$2,000 for baseball field maintenance and repairs. Motion passed unanimously.

Lori Thorp, Director of Frazee-Vergas Community Education has requested use of the City beach this summer for paddle board and life jacket usage from 8-9 am in June, July and August. Motion by Zitzow, seconded by Pinke to approve community education class of paddle boat and lifeguard at the Vergas City beach this summer. Motion passed unanimously.

The Tin Can Alley project will begin this week and hauling of dirt will begin after road restrictions are lifted.

Council seating was discussed. Motion by Day, seconded by Zitzow to change seating west wall for citizens to have easier access to meeting. Motion passed unanimously.

Discussed the League of Minnesota Cities Annual Conference in Duluth June 21-22, 2012. Motion by Zitzow, seconded by Pinke to have Lammers and Haarstick attend conference. Motion passed unanimously.

Zitzow informed Council that Liquor Store Manager Carol Sharp has not been able to get her personnel time off (PTO) below 200 hours and has requested another month to use her time. Motion by Zitzow, seconded by Day to give Sharp until May 1, 2012 to use PTO exceeding 200 hours. Motion passed unanimously.

Motion by Zitzow, seconded by Pinke to purchase shirts for all City employees and elected officials. Motion Passed Unanimously.

Motion by Zitzow, seconded by Goodman to hire temporary summer parks employee Logan Dahlgren at \$8.00 per hour. Motion passed unanimously.

Council discussed swimming lessons to be held this summer at the beach. Motion by Zitzow, seconded by Day to have swimming lessons for \$30 per student at the Vergas beach. Motion passed unanimously. Motion by Goodman, seconded by Zitzow to hire Nancy Jacobson at \$30 per student plus mileage from her home to the beach and Alexander Pfeiffer at \$8.50 an hour this summer for swimming lessons. Motion passed unanimously.

Mayor Haarstick excused himself from the meeting and Vice Mayor Pinke chaired meeting.

Motion by Goodman, seconded by Zitzow to approve Liquor Store bills for \$24,362.69. Motion passed unanimously.

Motion by Goodman, seconded by Day to approve City Bills for \$16,021.56. Motion passed unanimously.

Discussed bids from PaulNet and GovOffice regarding the City of Vergas Web Site. Motion by Day, seconded by Zitzow to purchase our website from PaulNet for \$708.00. Motion passed unanimously.

Motion by Day, seconded by Zitzow for cityofvergas.com to be the City's official domain name. Motion passed unanimously.

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