

**CITY OF VERGAS
COUNCIL AGENDA
VERGAS EVENTS CENTER
1:30 P.M. on Tuesday, April 5, 2016
Special Council Meeting**

Liquor Store Manager/Deputy Clerk Position

- A. Review Position
- B. Review Job Description
- C. Review Interview Procedure

**CITY OF VERGAS
SPECIAL COUNCIL MEETING
April 5, 2016 1:30 P.M.**

The City Council of Vergas met in special session at 1:30 p.m., on Tuesday, April 5, 2016, in Council Chambers, Event Center with the following members present: Mayor Dean Haarstick, Council Members Paul Pinke, Sandee Stall, Keith Bunkowske and Scott Goodman. Absent: none. Also present: Clerk/Treasurer Julie Lammers.

Mayor Dean Haarstick called the meeting to order.

Lammers reviewed what other communities the population of Vergas are doing for Liquor Store Managers. Council decided to keep full time and focus on Liquor Store Manager and not Deputy Clerk.

Review job description and made multiple changes using the description provided by the Minnesota Municipal Beverage Association.

Reviewed interview procedure deciding to keep the full Council reviewing the applications on Friday, April 15 at 9:00 a.m. at the Vergas Event Center.

The business for which the meeting was called having been completed, meeting was adjourned at 2:30 p.m.

Clerk-Treasurer Julie Lammers, CMC

CITY OF VERGAS
Board of Review
Tuesday, April 05, 2016 1:00 P.M.

The City Council of Vergas met for the annual board of review at 1:00 p.m., Tuesday, April 5, 2016 at the Council Chambers in the Vergas Event Center with the following members present: Mayor Dean Haarstick, Council Members Paul Pinke, Keith Bunkowske, Sandee Stall and Scott Goodman. Absent: none. Also present: Deputy Clerk Tasha Osman, Otter Tail County Assessor Tom Rundle, Otter Tail County Assessor Dawn and Otter Tail County Assessor Tyler Synsteliën.

Mayor Dean Haarstick called the meeting to order.

County Assessor's reviewed rate changes for the City of Vergas and provided home sales for October 2014 to September 2015.

The meeting was adjourned at 1:30 p.m.

Clerk-Treasurer Julie Lammers, CMC

**CITY OF VERGAS
COUNCIL AGENDA
VERGAS EVENTS CENTER
6:30 P.M. on Tuesday, April 12, 2016**

(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 8, 22, 23, 2016 and April 5, 2016

Financial Report

- a. Bills Paid Between Council and Council Bills
- b. Liquor Store Bills for March 2016

Construction permit-

- a. 112 Park View Drive, new house, block wall and patio
- b. 560 Pelican Ave S, Deck
- c. 110 E Main St,

Attic Shoppe Lease

Planning Commission Report

Event Center Report

EDA Annual Meeting

Fire Board Report

Knox Box Forms

Mayors Minute

Otter Tail County Tourism Director Report

Yard Waste Site

Report from Public Utilities Superintendent Michael DuFrane

Personnel-Liquor Store Manager Position

Information

Tornado Drill Day, April 14th 1:45 pm
Best Wishes Tasting for Tasha Tuesday, April 19th, 2-6 pm
EDA Annual Meeting May 2nd 12:00 Billy's
Pet Vaccination Clinic, Thursday, May 12 4:30 -6:30 pm Fire Hall
League of MN Cities Annual Conference will be held June 14-17, 2016 in St. Paul
Hazardous Waste Day July 15, 2016 – Volunteers Needed.

**CITY OF VERGAS
REGULAR MEETING
TUESDAY, APRIL 12, 2016 6:30 P.M.**

The City Council of Vergas met in regular session at 6:30 p.m., on Tuesday, April 12, 2016 in Council Chambers, Vergas Event Center with the following members present: Mayor Dean Haarstick, Council Members Paul Pinke, Sandee Stall and Keith Bunkowske. Absent: Scott Goodman. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Public Maintenance Employee Tyanne Jacobson, Barbie Porter of Vergas-Frazee Forum, and Steve Peloquin of Peloquin Law Firm.

Mayor Dean Haarstick called the meeting to order.

Motion by Pinke, seconded by Bunkowske to accept agenda with following additions: June Council Meeting and 339 E Frazee Ave. Motion passed unanimously.

Motion was made by Pinke, seconded by Stall to approve the Council Minutes of the March 8, 22, 23, 2016 and April 5, 2016 meetings. Motion passed unanimously.

Motion was made by Bunkowske, seconded by Pinke to approve City bills totaling \$33,862.55. Motion passed unanimously.

Motion by Pinke, seconded by Bunkowske to approve Liquor Store bills totaling \$35,650.54. Motion passed unanimously.

Motion by Pinke, seconded by Bunkowske to approve the following construction permits: 112 Park View Drive, new house, block wall and patio subject to DNR staking the ordinary high water mark, 560 Pelican Ave S, Deck and 110 E Main St shingling. Motion passed unanimously.

Lammers reviewed planning commission report.

Bunkowske reviewed event center advisory report.

Vergas Economic Development Annual meeting will be held on Monday, May 2 at 12:00 at Billy's Corner Bar and Grill.

Bunkowske reviewed CDH-Vergas fire board report.

Motion by Bunkowske, seconded by Pinke to allow Knox-box forms to be picked up at the city office for the fire department. Motion passed unanimously.

Reviewed property at 339 E Frazee Ave and requested a resolution for getting costs of demolition and inspection of property and scheduling of a public meeting. Motion by Stall, seconded by Pinke for a public hearing on June 7 at 6:00 p.m. on June 7, 2016. Motion passed unanimously.

Motion by Pinke, seconded by Bunkowske for Resolution to figure cost of demolition and inspecting property at 339 E Frazee Ave. Motion passed unanimously.

Motion by Stall, seconded by Pinke to move June meeting to June 7 due to Mayor, Clerk and attorney not being able to attend. Motion passed unanimously.

Haarstick gave Mayors minutes discussing past mayor meeting.

Haarstick reviewed Otter Tail County Tourism report. Motion by Stall, seconded by Pinke to donate \$1,000 to Otter Tal County tourism matching the Vergas Community Club. Motion passed unanimously.

Bunkowske reviewed Yard Waste report.

DuFrane stated he would be flushing hydrants the last week of April or the first week of May. Stall questioned if he could give an exact date as businesses needed to know to protect their clients and equipment he said he would try to start on the 25th.

DuFrane asked City to pay for his safety glasses. Motion by Pinke, seconded by Bunkowske to reimburse DuFrane for one pair of safety glasses a year and they must be worn at all times. Motion passed unanimously.

Mayor assigned Bunkowske and Stall to interview committee. Motion by Pinke, seconded by Bunkowske to do interviews Wednesday, April 27, 2016. Motion passed unanimously.

The business for which the meeting was called having been completed, the meeting was adjourned at 7:33 p.m.

Julie Lammers, CMC
Clerk-Treasurer

**CITY OF VERGAS
COUNCIL AGENDA
VERGAS STATE BANK MEETING ROOM
9:00 A.M. on Friday, April 15, 2016
Special Council Meeting**

Liquor Store Manager Position

**CITY OF VERGAS
SPECIAL COUNCIL MEETING
April 15, 2016 9:00 A.M.**

The City Council of Vergas met in special session at 9:00 a.m., on Friday, April 15, 2016, at the Vergas Event Center, Council Chambers meeting room with the following members present: Mayor Dean Haarstick, Council Members Paul Pinke, Sandee Stall and Keith Bunkowske. Absent: Scott Goodman. Also present: Clerk/Treasurer Julie Lammers.

Mayor Dean Haarstick called the meeting to order.

Council discussed liquor store and having interviews with all five of the candidates that applied for the position. Motion by Pinke, seconded by Bunkowske to have the interviews on Wednesday, April 20 and the Council will have a special meeting to discuss the position on Friday, April 22, 2016. Motion passed unanimously.

Discussed who would be the contact person for liquor store employees when Lammers was on vacation and Pinke volunteered.

The business for which the meeting was called having been completed, meeting was adjourned at 9:45 a.m.

Clerk-Treasurer Julie Lammers, CMC

**CITY OF VERGAS
COUNCIL AGENDA
VERGAS STATE BANK MEETING ROOM
9:00 A.M. on Friday, April 22, 2016
Special Council Meeting**

Purchase Agreement for Lot 1, Block 1 of Bennett's South View

Hydrant Flushing

Liquor Store Manager Position

Rural MN CEP Summer Youth Program

**CITY OF VERGAS
SPECIAL COUNCIL MEETING
April 22, 2016 9:00 A.M.**

The City Council of Vergas met in special session at 9:00 a.m., on Friday, April 22, 2016, at the Vergas State Bank meeting room with the following members present: Mayor Dean Haarstick, Council Members Paul Pinke, Sandee Stall, Keith Bunkowske and Scott Goodman. Absent: none. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Michael DuFrane, Vanessa Perry, Kevin Zitzow, Lee Dahlgren, Duane Strand, and Barbie Porter of Vergas-Frazees Forum.

Acting Mayor Paul Pinke called the meeting to order.

Motion by Stall, seconded by Bunkowske to sign the purchase agreement between Lammler Hersch and the City of Vergas to sell the EDA property located at Lot 1 Block 1 of Bennett's South View. Motion passed unanimously.

Motion by Stall, seconded by Goodman to apply for Rural MN Cep Youth program position in City Office. Motion passed unanimously. Discussed the office position and having Lammers supervise the position Monday-Thursday from 10-4.

Mayor Dean Haarstick joined the meeting.

Discussed hydrant flushing within Vergas and area communities. DuFrane provided a plan businesses present could accept and flushing will be done April 25 and 26.

Goodman stepped down Council.

Bunkowske reviewed interviews and recommended City Council hire John Tate for the Liquor Store Manager position. Motions by Bunkowske, seconded by Stall to have Liquor Store committee negotiate an offer with John Tate as Liquor Store Manager. Motion passed unanimously.

The business for which the meeting was called having been completed, meeting was adjourned at 9:45 a.m.

Clerk-Treasurer Julie Lammers, CMC