

**City Council**  
**2021 July Council Meeting**  
**Vergas Event Center and Zoom Id number 267-094-2170 (password 56587)6:30 PM on**  
**Tuesday, July 13, 2021**

- 1. Public Hearing - Ordinance updates of sheds, truck route and 4-wheelers**
- 2. Call to Order**
- 3. Citizens' Concerns**
- 4. Agenda Additions and Deletions**
- 5. Approval of Consent Agenda**
  - a. Council Minutes of the June 8, 2021
  - b. Liquor Store bills for May 2021
  - c. Bills paid between Council meetings and Council bills
  - d. Late water/sewer bills
  - e. General Fund/Special Revenue Money Market Account Report
  - f. 2021 Investment Schedule/Bond Schedule
  - g. Budget Reports
    1. General Fund
    2. Water Fund
    3. Sewer Fund
  - h. LG220 Application for Exempt Permit-Vergas Fire Relief Assn (10/16/21)
- 6. Committee Reports**
  - a. Park Advisory Board
  - b. Planning Commission
  - c. Personnel
  - d. Event Center Advisory Board
- 7. Looney Daze Permits**
- 8. City Attorney**
- 9. Ottertail County Property - 140 E Linden St**
- 10. Small Cities Development Program**
- 11. 2020 Audit**
- 12. Ordinance Updates**
- 13. Grass Ordinance**
- 14. Denise Layman**
- 15. Dock and Lift Storage on City Property**
- 16. Construction Permits**
  - a. 150 E Herman St
  - b. 1011 East Scharf Ave
  - c. 105 Main St
- 17. Pickleball**
- 18. Veterans Memorial**
- 19. LMC Fall Forum Meeting**
- 20. Staff Reports**
  - a. League of MN Cities Conference - Albright, Fischer, Lammers
  - b. MN Municipal Clerks and Finance Officers Conference
  - c. Utilities Superintendent Report
  - d. Liquor Store Manager Report
- 21. Information & Announcements**
  - a. MN Rural Water Conference – Aug.24-26, 2021 (DuFrane) St Cloud
  - b. Clerks Advanced Academy-September 23-24, 2021 (Lammers)
  - c. Municipal Beverage Association (MMBA), September 25-28, 2021 (Lammers)Arrowwood
- 22. Adjournment**

CITY OF VERGAS  
PUBLIC HEARING  
VERGAS EVENTS CENTER & ZOOM  
Tuesday, July 13, 2021

The City Council of Vergas met at 6:30 pm, on Tuesday, July 13, 2021, at the Vergas Event Center and on a Zoom hybrid meeting for a public hearing on commercial tax abatement with the following members present: Mayor Julie Bruhn, Council Members: Bruce Albright, Paul Pinke, Logan Dahlgren and Natalie Fischer. Absent: none. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Steve Peloquin, Amy Baldwin, Karin Hill, Sherri Hanson and Engineer Scott Kolbinger.

Bruhn opened public hearing regarding updating the ordinance regarding sheds, truck routs and 4-wheelers. Discussed the need to add County Highway 60 to the truck route and 4-wheeler ordinances. Discussed the need to change the shed ordinance to allow 2 years instead of 1 for a home to be built on the property.

Bruhn closed the public hearing at 6:35 pm.

CITY OF VERGAS  
COUNCIL MINUTES  
VERGAS EVENTS CENTER & ZOOM  
Tuesday, July 13, 2021

The City Council of Vergas met at 6:35 pm, on Tuesday, July 13, 2021, at the Vergas Event Center and on a Zoom hybrid meeting for a regular council meeting with the following members present: Mayor Julie Bruhn, Council Members: Bruce Albright, Paul Pinke, Logan Dahlgren and Natalie Fischer. Absent: none. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Steve Peloquin, Chuck Boehn, Vanessa Boehn, Sherri Hanson, Shane Poss, Doug Helverson, Jill Shipman, Lyle Krieg, Henry Ditterick, John Loyzer, Bryan Giese, Doug Sofar, Dennis Breitzman, Denise Laymon, Bryan Buhr and Engineer Scott Kolbinger.

Mayor Julie Bruhn called the meeting to order.

Citizens' concerns were addressed. Karen Hill, donator of benches in front of Liquor Store requested they be moved to the Veterans memorial when it is completed. Questioned sidewalk and wall by her property in need of repairs and would like to know if City is going to repair. Questioned sirens as use of a clock.

Motion by Pinke, seconded by Albright to add construction permits to the agenda. Motion passed unanimously.

Motion by Pinke, seconded by Albright to approve the following consent agenda items:

- a. Council Minutes of the June 8, 2021
- b. Liquor Store bills for June 2021 for a total of \$80,474.18.
- c. Bills paid between Council meetings and Council bills for a total of \$50,477.80.
- d. Late water/sewer bills
- e. General Fund/Special Revenue Money Market Account Report
- f. 2021 Investment Schedule/Bond Schedule
- g. Budget Reports
  1. General Fund
  2. Water Fund
  3. Sewer Fund
- h. LG220 Application for Exempt Permit-Vergas Fire Relief Assn (10/16/21)

Motion passed unanimously.

Sherri Hanson reviewed the Park Board meeting held on June 24, 2021 (minutes available at the Vergas City Office). Motion by Albright, seconded by Pinke to approve bid for \$2,475.00 for repairs by Tin Can Alley to help with mowing and aesthetics of the planter. Motion passed unanimously. Discussed starting park dedication fund and asked to have council consider at the next council meeting.

Albright reviewed Planning Commission meeting minutes of June 9 and 28, 2021 (minutes available at the Vergas City Office). Discussed Town Line Road dedication and requiring easements needed with adjoining property owners, potentially acquiring the rest of the road from Hobart Township. Peloquin stated we need to legally describe where the roadway currently exists. Motion by Dahlgren, seconded by Pinke to hold public hearing on August 10, 2021, at 6:30 pm. Motion passed unanimously.

Bruhn reviewed personnel committee recommendations. Motion by Albright, seconded by Pinke to approve the hiring of Gail Kaplin at step 3 for liquor store manager beginning Aug. 9, 2021. Motion passed unanimously. Motion by Pinke, seconded by Fischer to approve the updated COVID-19 preparedness plan. Motion passed unanimously.

Lammers reviewed the Vergas Event Center meeting held on May 12, 2021 (minutes available at the Vergas City Office).

Looney Days permits were discussed. Motion by Albright, seconded by Pinke to approve Vergas Community Club and Outstate 1-4 day permits for on-sale liquor form August 13-15, 2021. Motion passed unanimously.

Council has reviewed city attorney applications and scheduled a special Council meeting on Thursday, July 22 at 11:00 am to do interviews for the top 2 of the 4 applications.

Amy Baldwin discussed the Ottertail County property located at 140 E Linden St asking if City is interested in property when the County moves to Pelican Rapids. Motion by Albright, seconded by Fischer to send memo of expressed interest by the City to take ownership of property located at 140 E Linden Street. Motion passed unanimously.

Lammers reviewed small cities development program and the funds the City has had returned to them which are available for blight businesses and homes.

Colleen Hoffman, Hoffman, Phillip & Knutson, PLLC presented the 2020 audit.

Motion by Albright, seconded by Pinke to approve Ordinance establishing truck routes (complete copy of ordinance located at the City office) with the addition of County Hwy 60. Motion passed unanimously.

Motion by Albright, seconded by Pinke to approve Ordinance restricting the operation of ATVs to certain streets and public Roads within the city limits of Vergas (complete copy of ordinance located at the city office). Motion approved unanimously.

Motion by Albright, seconded by Fischer to approve the resolution regarding sheds (complete copy of resolution located at the City office) on properties with the change from 1 year to 2 years for a home to be built. Motion passed unanimously.

Shane Poss questioned grass ordinance and stated he does not feel ordinance is being followed. Bruhn explained the ordinance is being reviewed and will be updated in the near future.

Denise Layman asked Council for permission to use city streets for horse drawn wagon/carriage rides. The benefits to these rides include tour information sharing history of Vergas, tourist attraction for Vergas and a

magical experience for individuals of all ages. Council asked Layman to provide City liability insurance and a transit merchant application.

Brian Buhr represented owners of property at 1156 Frazee Ave discussed the steps which were approved by the city council but have not been installed by the boardwalk. He also questioned the retaining wall and the trail easement and why the current property owners are unable to store their dock and lift on city property when the Council allowed the past owners to store theirs on city property. Council tabled the issue and stated it would be discussed at the August council meeting. Buhr asked if it could be discussed before the August meeting and was told if we have a special meeting and new information is available it will be put on the agenda.

Motion by Albright, seconded by Pinke to approve construction permit for 150 E Herman St for repairs. Motion passed unanimously.

Motion by Albright, seconded by Pinke to approve construction permit for 1011 East Scharf Ave for new home. Motion passed unanimously.

Motion by Albright, seconded by Pinke to approve construction permit to remove building at 105 Main Street. Motion passed unanimously.

Motion by Albright, seconded by Fischer to approve construction permit for install and repair damage on house, re-shingle and side garage and repair deck. Motion passed unanimously.

Motion by Albright, seconded by Pinke to approve 90 Park View Dr blacktop driveway with doubling fee as work began before permitting approved. Motion passed unanimously.

Motion by Albright, seconded by Pinke to approve 88 Park View Drive to install asphalt driveway with removal of load of dirt which has been dumped in City easement area within 24 hours and removal of lawn mower sitting in City easement area. Items need to be removed for the following reasons: water flow is for protection in emergency situations, shoreline impact zone and impeding in city drainage easement. Peloquin questioned the removal of pins placed by KLJ Engineering as this is a criminal offense. Motion passed unanimously.

Pickleball Committee asked if they could have permission to begin phase 1 of the courts. Both Detroit Lakes and Perham have over 500 people use their courts in the summer. The committee has raised over \$70,000 and would like to begin the dirt and concrete of the courts. Motion by Pinke to allow pickleball to begin phase 1 of the pickleball courts. Motion died for lack of second. Council asked the pickleball committee to provide proposal in writing and to include proof of funding for the project (need to see copy of bids).

Veteran Memorial provided phase 1 of the plan which included engineering, concrete parking lot and walkway. Committee members stated the city obligation would include insurance, electricity and care of parking lot. Motion by Fischer, seconded by Pinke to approve phase 1 of the Veteran's Memorial with approval of engineer and proof of funding. Motion passed unanimously.

The city of Vergas has been asked to host the League of MN Cities Fall Forum meeting at the Vergas Event Center on November 4 at 1:30 pm.-7 pm. Motion by Pinke, seconded by Fischer to allow free use of the event center and to host the League of MN Cities Fall Forum on November 4, 2021. Motion passed unanimously.

Utilities Superintendent Mike DuFrane provided the following:

1. Parks.
  - a. Culvert by the picnic shelter was cleaned out by Dewey's septic.

- b. Park blocks were pulled out and replaced. New ones have not had the rebar pounded in them yet.
- c. Rope buoys for swimming area are on back order.

2. City farm.

- a. See attachment. Mackner excavating. It is less expensive than Sonnenberg excavating estimate.

Motion by Albright, seconded by Pinke to approve bid for Mackner Excavating, Inc. for demo cleanup of 310 W Lake Street with completion in 2021. Motion passed unanimously.

3. Wastewater

- a. No discharge in the month of June.

4. Water

- a. Still working on dehumidifier. Zitzow electric confirmed motor was bad. KLJ was looking into dehumidifier.

5. Streets

- a. Driveway service will be doing some patch work, next week.

DuFrane requested permission for he and Matt Engebretson to attend 1 day training on September 23, 2021, for \$150 each. Motion by Albright, seconded by Pinke to allow DuFrane and Engebretson to attend MN Rural Water training on September 23, 2021. Motion passed unanimously.

Lammers, Albright and Fischer reviewed MN Cities Conference.

Lammers reviewed the MN Municipal Clerks and Finance Officers Conference.

Lammers reviewed Liquor Store activities. Motion by Fischer, seconded by Dahlgren to approve pay increases for the following employees to coincide with city current pay-step structure Jezmae Burkett for \$10.60 to \$11.22, Paul Haarstick from \$10.60 to \$11.00, Isabella Hiltner from \$11.00 to \$11.22 and Tammy Shields from \$12.50 to \$12.90 an hour. Motion passed unanimously. Motion by Dahlgren, seconded by Pinke to transfer \$15,000 from the liquor store to the general fund. Motion passed unanimously.

The following City meetings were mentioned:

1. MN Rural Water Conference – Aug.24-26, 2021 (DuFrane) St Cloud
2. Clerks Advanced Academy-September 23-24, 2021 (Lammers) Waite Park
3. Municipal Beverage Association (MMBA), September 25-28, 2021 (Lammers) Arrowwood

The business for which the meeting was called having been completed, the meeting was adjourned at 9:10 p.m.

Clerk-Treasurer Julie Lammers, CMC