

VERGAS COUNCIL
PUBLIC HEARING & MEETING MINUTES
VERGAS EVENTS CENTER & ZOOM
Tuesday, March 8, 2022

The City Council of Vergas met at 6:30 pm. on Tuesday, March 8, 2022, at the Vergas Event Center and on a Zoom for a hybrid regular council meeting with the following members present: Mayor Julie Bruhn, Council Members: Natalie Fischer, Paul Pinke and Logan Dahlgren. Absent: Bruce Albright. Also present: Clerk Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Barbie Porter of the Frazee-Vergas Forum, Attorney Tom Winters, Engineer Emily Schauer, Keith Bunkowske, Shane Poss and Sherri Hanson.

Public Hearing – Weed Ordinance

Mayor Julie Bruhn called the public hearing to order and reviewed the proposed weed ordinance 92.16-92.44. Shane Poss questioned if this would change how we handle current weeds on non-property owners. Bruhn stated policy on how we handle weeds has not changed. Poss encouraged the City to be more proactive than it has been regarding this issue in the past years as there is known property which needs to be addressed. Albright agreed the City needs to look at this property early in the year and that Poss's concern is noted.

Bruhn closed the public hearing at 6:35 pm.

Call to Order

Mayor Julie Bruhn called the March City Council meeting to order.

Citizens' Concerns

No citizens' concerns addressed.

Agenda Additions and Deletions

Motion by Pinke, seconded by Fischer to approve the agenda as presented. Motion passed unanimously.

Approval of Consent Agenda

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

Council Minutes of the February 8, 2022

Bills paid between Council meetings and Council bills totaling \$36,993.26.

Liquor Store bills for January 2022 totaling \$32,035.31.

General Fund/Special Revenue Money Market Account Report

2022 Investment Schedule/Bond Schedule

American Rescue Plan Funding 2021-2026

Late water/sewer bills

Vergas Lion's MN Gambling Permit for June 11, 2022.

Motion passed unanimously.

Bruhn asked Lammers to have Liquor Store Manager have a report for the next Council meeting. Bruhn reminded Council they need to be aware of general fund money market balance. Bruhn asked DuFrane to provide quote for generator for the water plant and fire hall. Pinke asked Lammers to review West Central Initiative savings accounts as Veteran's Memorial is stated twice in the report.

Weed Ordinance

Motion by Pinke, seconded by Albright to approve the weed ordinance replacing Chapter 92.35-92.44 in the City of Vergas Basic Code and publishing the summary ordinance in the Vergas-Frazee Forum. Motion passed unanimously.

Committee Reports

Park Board

Sherri Hanson reviewed the Park Board meeting held on February 24, 2022, (minutes available at the Vergas City Office). Motion by Pinke, seconded by Albright to accept the resignation of Maggie Putz. Motion passed unanimously. Motion by Pinke, seconded by Albright to assign Sydney Dahlgren to the Park Advisory Board to fulfill Putz's term. Motion passed unanimously. Park Advisory Board meetings will now be held the 4th Thursday

of the month at 5:00 pm at the Event Center. The swing set for Loon Park has been ordered and they are looking for volunteer to help install. Tony Sailor will coordinate and supervise the installation. Location of the swing set will be by Lion's shelter by trail as there is no room by the current playground without cutting trees. NDSU project is coming along, and we be updated soon.

Comprehensive Planning

Julie Bruhn updated Council on the Comprehensive Plan.

Planning Commission

Albright reviewed Planning Commission meeting minutes of February 28, 2022. (minutes available at the Vergas City Office). Reviewed the 2 public hearing that will be held by the planning commission. Keith and Shelly Bunkowske have requested a lot split and planning commission will hold a public hearing on March 28, 2022. Mark Sand and Gravel has applied for an Interim Use Permit and the planning commission will hold a public hearing on April 11, 2022. Motion by Pinke, seconded by Dahlgren to approve KLJ, Engineering task order 2204-00408-22 for 2022 Gravel Pit Survey and Inspection Reporting. Motion passed unanimously.

Personnel Committee

Lammers reviewed personnel committees' recommendation of approval of Employee Warning Form. Motion by Pinke, seconded by Dahlgren to approve the employee warning form. Motion passed unanimously. Discussed current Covid-19 Preparedness Plan. Motion by Pinke, seconded by Fischer to revoke the Vergas Covid-19 preparedness plan. Motion passed unanimously. Lammers reviewed Kyle Theisen's three-month review stating he is fully successful in meeting performance standards and is continuing to learn the position and try new ideas. Bruhn reviewed policy regarding employees coming to Council members with personnel issues. If an employee comes to Council members with concerns, please ask them if they have discussed with their supervisor. If they have and they do not feel they have received a satisfactory response, they need to write their concerns and provide to personnel committee.

Municipal Building

Lammers stated the remodeling project at the city office is 99% complete we are just waiting for a door handle.

Reviewed updated phone system proposals from both Arvig and Corporate Technologies for the City Offices and Liquor Store. Motion by Dahlgren, seconded by Pinke to approve the quote from Corporate Technologies for \$2,030. Motion passed unanimously. Motion by Pinke, seconded by Albright to use the funds coming from ARP funding. Motion passed unanimously.

Event Center

Lammers reviewed the Vergas Event Center meeting held on March 2, 2022 (minutes available at the Vergas City Office). Motion by Pinke, seconded by Dahlgren to approve event center advertising contract regarding the electronic sign at the event center. Motion passed unanimously. Motion by Pinke, seconded Dahlgren to approve updated Vergas Event Center rental contract. Motion passed unanimously. Lion's members Lyle Krieg and John Lotzer joined meeting and informed the Council the Lion's would no longer be handling the bar. Lammers stated she has liquor liability insurance from both Spanky's and Bleachers and will inform patrons of their choice with Spanky's being the City contact if a bar is needed.

Utility Superintendent Report

Engineering Contract: Lammers to provided Request For Proposals (RFP) for new engineering contract. KLJ has been our engineering firm for 9 years and our contract ends in May. Council discussed the pros and cons of doing an RFP for engineering. Motion by Albright, seconded by Pinke to advertise with proposals due May 2, 2022. Motion passed unanimously.

DuFrane provided following report:

1. Water
 - a. DuFrane attended the MNRWA Continuing Education in St Cloud, MN. Conference stressed funding for lead water lines which the City of Vergas does not have.
 - b. The media filter system will be completed once the MPCA approves the permit.
2. Wastewater
 - a. Phosphorus Management Plan will be submitted when he finds out where to send the permit.

- b. MPCA Compliance Officer has discussed with DuFrane the need for the road to the ponds to always be accessible. There is a possibility of not being accessed if we have a significant snowfall and he may need to hire someone to clear the road.
- 3. Parks
 - a. Ice rink has been closed due to the slush on the lake. The porta toilet has been picked up.
- 4. Streets.
 - a. The plow on the old truck is not useable due to damage. We are getting estimates on fixing and or replacing. [may be covered by insurance]
 - b. We picked up another load of sand (salt) from Otter Tail County.
 - c. Tractor broke down and was taken to Adkin's equipment for repairs.

Bruhn thanked Mike DuFrane and Matt Engebretson for all the work they have done this winter with the added snow.

Engineering Questions and Concerns

Engineer Emily Schauer of KLJ questioned E Lake Street. Attorney Tom Winters stated he would review and have that ready next week.

Questioned if exhibit on diagonal parking was complete. Parking has been approved by Otter Tail County with conditions regarding moving the center line and painting lines twice a year at the City's cost. DuFrane will provide cost to the Street Committee for their April meeting for recommendation at the April meeting.

Development costs associated with utility information to developers was discussed. Kolbinger stated the cost of getting utility easements for Laurance Lake development project would be less than \$5,500 charged at an hourly rate. Motion by Pinke, to approve a task order subject to the owner agreeing to reimburse the City the costs. Motion died for lack of second. Kolbinger will work with property owner for direction.

Information & Announcements

Reviewed the training provided with the agenda.

Adjournment

Meeting was adjourned at 7:50 pm.

Julie Lammers, CMC
Vergas Clerk-Treasurer

