

**CITY OF VERGAS
COUNCIL AGENDA
CDH-VERGAS FIRE HALL**

6:30 P.M. on Monday, September 14, 2015

(Reminder the Frazee-Vergas Forum is recording this meeting and all information discussed is public information)

Oath of Office for Council Members Scott Goodman and Sandee Stall

Additions or Deletion to Agenda

Council Minutes of the August 10, 2015

Council Portfolios

- Event Center, Recycling Center
- Liquor Store, Licenses, Municipal Buildings
- Streets, Parks, Sidewalks
- Water Operations, Sewer Operations, Emergency Services, Storm Drain
- Personnel

Appoint Council Liaison for Planning Commission & EDA (2)

Planning Commission Member

Financial Report

- a. Bills Paid Between Council and Council Bills
- b. Liquor Store Bills for August
- c. General Fund Budget 2016

Construction permit

- a. 106 E Elm St, re-shingle
- b. 620 E Scharf Ave, new house

Event Center Advisory report

Event Center Evening Zumba

Otter Tail County Highway Dept.

- a. County State Aid Highway No 4 to County State Aid Highway NO. 60
- b. Speed Zone Study Request Update

Mayors Minute

Report from Public Utilities Superintendent Michael DuFrane

Personnel

- a. Step Scale
- b. Colonial Life Benefits

Information

League of MN Cities Regional Meeting will be held Oct. 21 in Battle Lake MN 1:00 p.m. to 7:00 p.m.

League of MN Cities Annual Conference will be held June 15-17, 2016 in St. Paul, MN.

**CITY OF VERGAS
REGULAR MEETING
Monday, September 14, 2015 6:30 P.M.**

The City Council of Vergas met in regular session at 6:30 p.m., on Monday, September 14, 2015 in CDH Vergas Fire Hall meeting room with the following members present: Mayor Dean Haarstick, Council Members Paul Pinke, Scott Goodman, Sandee Stall and Keith Bunkowske. Absent: none. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Public Maintenance Employee Tyanne Jacobson, Karen Hill, Bev Flateland, Karen Haarstick, Mark Hanson and Steve Peloquin of Peloquin Law Firm.

Mayor Dean Haarstick called the meeting to order.

Clerk Julie Lammers administered oath of office to Council Members Sandee Stall and Scott Goodman.

Motion by Pinke, seconded by Bunkowske to accept agenda with following additions: Otter Tail Tourism, tree donation, Maintenance Employee personal time off, electrical box, Economic Development Authority (EDA) bylaw change and Council meeting date. Motion passed unanimously.

Motion was made by Pinke, seconded by Bunkowske to approve the August 10, 2015 meeting minutes. Motion passed unanimously.

Motion by Goodman, seconded by Pinke to accept Resolution 2015-51 changing the meeting date of Vergas Council Meeting (A complete text of the resolution is part of permanent public record in the City Clerk's office.) from second the Monday to second Tuesday of the month. Motion passed unanimously.

Motion Pinke, seconded by Bunkowske to approve Mayor Haarstick proposal for the 2015 Council Portfolios. Motion passed unanimously.

Motion by Goodman, seconded by Pinke to accept Resolution 2015-50 amending the membership portion of Resolution number 2014-0026 (A complete text of the resolution is part of permanent public record in the City Clerk's office.) approving the change of Council members of the Economic Development Authority bylaws to change from two Council members to having one Council member on the board. Motion passed unanimously.

Motion by Pinke, seconded by Bunkowske for Goodman to be the Planning Commission Council Liaison. Motion passed unanimously.

Motion by Pinke, seconded by Bunkowske for Stall to be the Council Liaison for the EDA. Motion passed unanimously.

Motion by Goodman, seconded by Bunkowske to have Paul Pinke replace Tom Olson on the Planning Commission. Motion passed unanimously.

Motion was made by Pinke, seconded by Bunkowske to approve City bills totaling \$30,644.88. Motion passed unanimously.

Motion by Pinke, seconded by Stall to approve Liquor Store bills totaling \$82,208.07. Motion passed unanimously.

Motion by Pinke, seconded by Stall to approve construction permits for 106 E Elm St to re-shingle house and 620 E Scharf Ave to build a new house. Motion passed unanimously.

Mark Hanson informed Council regarding the Otter Tail County tourism. Motion by Pinke, seconded by Bunkowske to go in combination with the Community Club to spend up to \$3,000.00 for City to participate in a two page ad using advertising costs to offset the cost of the pages. Motion passed unanimously. Motion by Pinke, seconded by Stall to have 2 or 3 Vergas Community Club members on committee to put together information for the two page ad. Motion passed unanimously. The City would like to have Mark Hanson sell ads to our community businesses to help pay for this layout.

Bunkowske reviewed the Event Center Advisory report and sidewalks should be done for this weekend's event. Discussed the Vergas Municipal Event Center policy manual. Motion by Pinke, seconded by Bunkowske to accept Resolution 2015-55 adopting the Vergas Event Center Policy Manual (A complete text of the resolution is part of permanent public record in the City Clerk's office.) with the following changes: Add when necessary to take down chairs under the Maintenance Staff Duties; change Chain of Command to Reporting Chain; and change the reporting command to read The Clerk will report to the Vergas Event Center Advisory Board and the Advisory Board will make recommendations to the Vergas City Council. Motion passed unanimously. Motion by Pinke, seconded by Goodman to accept incident report as provided by Advisory Committee to use at the Event Center. Motion passed unanimously.

Karen Haarstick and friends would like to donate and plant a tree in memory of Coral Pinke. A red maple tree is being purchased. Motion by Goodman, seconded by Bunkowske to accept Resolution 2015-52 accepting donations of a tree in honor of Coral Pinke (A complete text of the resolution is part of permanent public record in the City Clerk's office.) DuFrane will work with the group to place tree in park. Voting yes: Goodman, Stall and Bunkowske. Voting no: none. Abstain: Pinke. Motion passed.

Bev Flateland requested permission to continue to hold Zumba classes on Tuesday and Thursday evenings for one hour starting at 5:15 pm for the winter. Motion by Pinke, seconded by Stall to allow Bev Flateland use of the Event Center free of charge for Zumba classes on Tuesday and Thursday for one hour only if the Event Center is not being used for a paying event. Motion passed unanimously.

Community Club would like to have electrical boxes moved on Richard McCrady's land on Railway Avenue. Motion by Pinke, seconded by Stall to discuss with Zitzow what it would cost to add electric box on existing pole. Stall and DuFrane will make recommendation at future Council meeting. Motion passed unanimously.

Motion by Pinke, seconded by Stall to accept Resolution 2015-54 adopting County State Aid Highway System (A complete text of the resolution is part of permanent public record in the City Clerk's office.). Motion passed unanimously.

Lammers updated Council on Speed Zone request study.

Haarstick reviewed the Mayors meeting in Ashby and they discussed budget and how citizens want more services.

Utilities Superintendent DuFrane gave report regarding receiving the new loader and the trail is being seal coated. Hydraulic rotary cutter and a finish mower are sitting at show and we would like to put them up for auction. Motion by Pinke, seconded by Goodman to bring hydraulic rotary and finish mower to auction. Motion passed unanimously.

Pinke requested Personnel Committee review pay scale. Goodman requested Personnel Committee look into Colonial Benefits. Motion by Goodman, seconded by Pinke to accept Resolution 2015-56 allowing Jacobson to get PTO from her start date of July 13, 2015 (A complete text of the resolution is part of permanent public record in the City Clerk's office.) Motion passed unanimously.

Lammers reviewed budget with Council and stated the Parks Department has requested replacing the Gravely mower which we have not been budgeting for. Motion by Goodman, seconded by Pinke to sell Gravely mower, hydraulic rotary cutter, and finish mower and use funds received to pay for new mower. Motion passed unanimously.

Motion by Pinke, seconded by Bunkowske to accept Resolution 2015-49 adopting tax levy to be collected in 2016 (A complete text of the resolution is part of permanent public record in the City Clerk's office.) for a total levy of \$152,341.00. Motion passed unanimously.

The business for which the meeting was called having been completed, the meeting was adjourned at 7:25 p.m.

Julie Lammers, CMC
Clerk-Treasurer