

**Street/Sidewalks/Yard Waste Committee Meeting Minutes
Vergas City Office
January 20, 2022**

1.) A meeting of the Vergas Streets/Sidewalks/Yard Waste (SSYW) Committee was held on Thursday, January 20, 2022 at 9:00 AM at the Vergas City Office. Present was Bruce Albright and Paul Pinke (via Zoom), Vergas City Council; Mike DuFrane, Utility Superintendent; and Julie Lammers, City Clerk. Albright called the meeting to order at 9:00 AM.

2.) Agenda Additions or Deletions. Albright thought we should add replacement of the City's pay loader.

3.) Diagonal Parking. SSYW Committee will have to adopt a Resolution for Diagonal parking along 1st Avenue (AVE) from the corner of Linden Street (ST) to West Main ST. Diagonal parking in this area was discussed with the development of the S & Z Properties LLC (former Goodman building). A map showing the area in question will need to be developed by the City's Engineer, KLJ. The SSYW Committee agreed to adopt said Resolution and to have KLJ develop the needed map. The matter can be placed on the 02/08/22 Council meeting agenda for final adoption.

4.) Main ST Snow Removal. Vergas Ordinance ' 93.03, (B) (1) states "No person shall obstruct any street or sidewalk by depositing snow or ice thereon". A new Snow Removal and Ice Control Policy was adopted but the Council on February 9, 2021. That Policy (#5), states "Snow and ice removal from driveways and sidewalks are the responsibility of residential and business property owners".

Councilperson Fischer contacted the City about where and when businesses along Main ST should do their sidewalk snow removal. The only place they really have to put their snow is on the street. Her contact also included information from the City of Perham's website on how they handle snow removal. They have an ordinance in place for the winter months (November 1 - May 1) regarding parking on odd and even sides of the streets. For example, if the date was December 6th, you'd park on the even side of the street. Hauling of snow from the downtown area and parking lots usually starts the day after the plowing is done. They put up signs beforehand so no parking is allowed in those areas. They also note where the "city owned" sidewalks are located. Fischer feels that if we don't follow what we have in our current Ordinances and Policies, then they should be changed.

Lammers also included the City of Frazee's Ordinance on snow removal. They give businesses 24 hours to remove snow/ice. If it is not removed, it is removed by City forces, and the business owner is billed accordingly. DuFrane said he contacted Sonnenberg Excavating this morning, and they charge \$250/hour for a loader and truck for snow removal. Albright suggested that it might be beneficial if the City's Policy had a map attached showing where the public and business owned sidewalks are located. That way, there is no question as to what areas we are talking about. For example there is the sidewalk on the east side of Billy's (N Railway AVE), where they claim they don't shovel so snowmobiles can park there. DuFrane felt that maybe a time frame had to be set (like 5:45 AM), as to when businesses can place their snow on Main ST, and have it hauled away by the City. The County reimburses the City for any snow removal done on the County Roads (60/17/4/35). For 2020, the reimbursement totaled \$2,573.70.

The SSW Committee felt that Lammers should gather some more information from neighboring cities (similar to Vergas) regarding their snow removal policies, and we can meet again for further discussion.

5.) Sidewalk Policy (see discussion above, #4).

6.) City Long Range Road Plan/Funding. Albright commented that he has not had time to work on the long range road plan funding. We have numbers now from Otter Tail County, regarding blading, graveling, seal coating, and mill and overall costs. Based on the number of paved and unpaved roads in the City limits we are responsible for maintaining, we should be able to estimate annual costs for each, and hopefully budget accordingly.

DuFrane asked Committee members to look at Townline Road. With this year's snowfall and wind, he is starting to run out of room to push the snow. Complaints have been filed in the past by neighboring landowners, that snow is pushed onto to their fences, causing damage. DuFrane said his department has been able to clear some of the brush encroaching on the graveled road surface, via the temporary easement the Bunkowski family signed. Lammers said the City Attorney, Tom Winters, Ramstad, Skoyles & Winter, P.A., has the permanent easements ready to go, and they will be mailed to the City. Albright will go with DuFrane to look at the road after today's meeting.

7.) East Lake Street Relocation. Winters also has the documents ready for the City's review. The City will be trading easements with Franklin Fence, to acquire ownership of the current road's location. The platted road location and associated right-of-way (R/W), have to be kept, because the water and sewer lines are located there. A hearing will ultimately be held to complete the process.

8.). Loader Replacement. Lammers distributed a vehicle listing showing a possible replacement schedule for a number of City owned vehicles. Albright has printed a document he found on the internet titled "What is Equipment Depreciation and How to Calculate It". He has not had time to run the math for the City's loader, purchased in 2017 for \$140,500, and initially scheduled for replacement in 2023 (7 years). General Equipment and Supplies, Inc., Fargo, North Dakota (ND) furnished a replacement quote on November 16, 2021. They bid a Komatsu 2022 Loader with a 5 year/2000 hour premier warranty. The cost was \$170,600. They were going to offer \$105,000 for our loader. The City was going to keep our attachments. The difference, or \$65,600, could be financed over 3-4 years at 5% interest. Monthly payments for each, are \$1,969 (\$23,628 annually) and \$1,514 (\$18,168 annually). DuFrane said another salesman from General Equipment also contacted him, and he works exclusively with City contracts, and might be able to offer a better deal. Albright questioned if we could get a new loader through the State's procurement contract? DuFrane said they don't offer Komatsu. Our current payments and warranty ended in 2021. Costs in the past for the loader have been split equally between Streets, Yard Waste, and Wastewater (plowing road to lagoons). Fischer has asked for a more detailed breakdown of actual loader use. When the last loader was purchased in 2017, there was discussion to replace the loader every 5 years to get the maximum trade-in value while still under warranty (5 years). Without a warranty, DuFrane felt repair costs could be quite costly. While he knows of no current loader problems, future repairs could be very expensive, most likely requiring the loader to be hauled to Fargo, or an expensive service call. DuFrane has not had time to follow-up with any more quotes, due to snow removal, etc. He would like some type of commitment from the Council, before doing so. Albright felt it really boiled down to "pay me now, or pay me later", as "depreciation" will continue to lower the trade-in value of our loader as time goes on. Our loader is currently worth \$35,500, or about \$7,100 annually, less than we paid for it in 2017. Albright will run some numbers and bring the information back to our next SSW meeting.

DuFrane also questioned replacement of the City's 2005 Chevrolet pickup, acquired in 2008. He would like to get either a 3/4 or one ton pickup. Hauling the City's water tank around is heavy. Both of the City's pickups are 4-wheel drive. Lammers went over the City's budget for the pickup replacement and the various account funds that are budgeted for such.

The meeting was adjourned at 10:45 AM

Respectfully prepared and submitted by;

Bruce E. Albright, City Council Member

Council Recommendations

- Adopt Resolution for Diagonal Parking Only with map showing area prepared by KLJ Engineering. Submit to Otter Tail County Highway Department.

Follow up Actions

- Continue to evaluate new loader options/costs.
- Finish meetings with neighboring Townships regarding Yard Waste disposal site issues/concerns/costs. Hobart - done, Candor and Dora left.
- Continue to work on R/W needs for East Lake Street and Townline Road.
- SSW Committee to continue to work on budgets, and future road funding needs.
- Continue to work with developers at 105 Main Street regarding parking needs, need to address long range parking needs in comprehensive planning process.
- Assess needs/budget for Small Cities Assistance Program funding. Lobby legislators for future funding, explain our needs to Legislators.
- Evaluate County and MnDOT speed study data regarding public safety on trail.
- Analyze City Shop future needs for storage, and future City needs for growth. Factor In County Shop.