

VERGAS COUNCIL
MEETING MINUTES
VERGAS EVENT CENTER & ZOOM
Tuesday, May 10, 2022

The City Council of Vergas met at 6:30 pm, on Tuesday, May 10, 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, Bruce Albright and Logan Dahlgren. Absent: none. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Robert Williams of the Frazee-Vergas Forum, Loren Menz, Keith Bunkowske, Shelly Bunkowske, Engineer Scott Kolbinger and Sherri Hanson.

Call to Order

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

Citizens' Concerns

Loren Menz addressed Council on the approved construction permit for 310 W Glen St. Planning Commission reviewed permit request for a building eleven feet from the front yard property line. Planning Commission approved permit with building placed twenty-five foot from Glen Street. Menz stated he was unable to move building back twenty-five feet due to land surface being steep and cost to get electricity to a building. 151.21 (3)Setbacks states front yards-can be not less than 25 feet; Menz address is Glen Street making that his front yard. Motion by Albright, seconded by Pinke to refer the concern to the planning commission. Motion passed unanimously.

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

- a. Council Minutes of the March 8, 2022, March 28, 2022 and April 6, 2022
- b. Bills paid between Council meetings and Council bills
- c. Liquor Store bills for April 2022
- d. General Fund/Special Revenue Money Market Account Report
- e. 2022 Investment Schedule/Bond Schedule
- f. American Rescue Plan Funding 2021-2026
- g. Late water/sewer bills

Motion passed unanimously.

Council asked DuFrane to get quotes for a generator for the lift stations to be paid for out of American Rescue Plan Funding.

2021 Multi-Hazard Mitigation Plan

Bruhn reviewed the mitigation information from a meeting with our emergency assessment group consisting of Mayor Julie Bruhn, Utilities Superintendent Mike DuFrane, Fire Chief Jeff Albright, EMS Chief Theresa Harthun and Clerk-Treasurer Julie Lammers. Motion by Albright, seconded by Pinke to approve Resolution 2022-005, (complete text available at the City Office) regarding the Otter Tail County Multi-hazardous Mitigation Plan. Motion passed unanimously. Dahlgren question updating the Vergas information as the Mayor and Council members are incorrect. Lammers stated she would contact the county to update the information.

Construction Permit

Motion by Albright, seconded by Pinke to approve a construction permits for 131 E Main for windows, 130 E Main for awning and sign and 106 E Main for windows. Motion passed unanimously.

Motion by Albright, seconded by Pinke to approve a construction permits for 140 E Main to replace their sign if it

meets the sign ordinance as dimensions of sign were not provided. Motion passed unanimously.

Committee Reports

Park Board

Sherri Hanson reviewed the Park Board meeting held on April 28, 2022, (minutes available at the Vergas City Office). Hanson asked if bridge repair could be added to the American Rescue list. Nancy Jacobson will no longer be doing swimming lessons and Lammers has contacted Frazee-Vergas Community Education. Motion by Pinke, seconded by Dahlgren to join Frazee-Vergas Community Education for swimming lessons at Long Lake Beach. Motion passed unanimously. Motion by Dahlgren, seconded by Pinke to have Sheri Hanson follow up with Lions or Vergas Community Club to make a donation to pay for the Red Cross permit for lessons at the beach. Motion passed unanimously. Hanson stated the snow fence has been put up and Sonnenberg Construction will be removing the cement and leveling the gravel by the pickleball courts. (After meeting I received the following email from Sheri Hanson: I need to correct a statement made last night regarding Pickleball. I was under the understanding that the committee had put snow fence around the court. That is incorrect. They removed the snow fence. They did put up a couple of signs and some line. I had received incorrect information.)

Street Committee

Albright reviewed street committee meeting held on Wednesday, April 26, 2022, (minutes available at the Vergas City Office). Discussed Townline Road easements the City has been trying to acquire from four property owners. Shelly Bunkowske emailed questions to the engineer about nine weeks ago and to the Attorney and City Clerk a month ago and they feel questions have not been answered. Street committee members will address questions and get back to the property owners by the June meeting. The street committee will bring back recommendations to the June meeting. Motion by Pinke, seconded by Albright to increase the agricultural value to from \$2,900 to \$5,800.00. Motion passed unanimously. Committee decided to put on hold the drainage in the alley between the municipal building and Altona Square. Discussed Scharf Avenue and leaving the past phase cul-de-sacs, committee could not see any value to keeping cul-de-sacs. Albright also requested Engineer Kolbinger provide road specifications. Reviewed the past items that have happened along Scharf Avenue. Reviewed the process planning commission goes thru as they felt gravel permit should have come back to planning commission. Discussed allowing Clerk-Treasurer doing permits that do not have land use changes. Waiting for a recommendation from planning commission. Albright stated that we need to have a RFPs for grading and graveling streets. DuFrane stated we only need an RFP for gravel and not grading. Albright reviewed the current situation of Bennett Road. Due to being in emergency mode with graveling, Albright stated we should pull this from recommendations until street committee can meet again. Otter Tail County has given the city approval to have diagonal parking along County State Aid Highway 4 that is 1st Avenue South. Members have met with townships regarding yard waste.

EDA/HRA

Albright reviewed EDA/HRA meeting minutes of May 4, 2022, (minutes available at the Vergas City Office). Thinking about moving the meeting due to lacking attendance of members. Annual meeting will be held on Tuesday, May 24 at 6 pm. Everyone is encouraged to attend.

Planning Commission

Albright reviewed Planning Commission meeting minutes of April 25, 2022, (minutes available at the Vergas City Office). Discussed land dedication and planning regulations. Questioned if Council would like land donation or if they would like to have a monetary about? Council stated they would wait until they know the calculation of land from Engineer Kolbinger. DuFrane stated in the past they required developers use the city engineer, Council stated this is not the case.

Event Center

Lammers reviewed the Vergas Event Center meeting held on May 4, 2022 (minutes available at the Vergas City Office). Motion by Albright, seconded by Pinke to allow the six sign advertisers to receive a 50% discount on sign advertising. Motion passed unanimously. Motion by Albright, seconded by Pinke to approve accept the bar property for \$1.00 and have attorney rewrite the lease through 2022 and Lion's provide city key to room. Motion passed unanimously. Discussed Vergas Event Center policy and changes recommended by the committee to remove city maintenance staff from unlocking doors prior to event center events when keyless entry is not being

used, changing city maintenance staff from sets up chairs for funerals and public hearings and when necessary to upon request of city office staff and removing if event center needs additional cleaning, the City Utilities Department will provide. Council tabled decision until personnel committee could make recommendation.

Comprehensive Planning

Julie Bruhn updated Council on the Comprehensive Plan. Motion by Pinke, seconded by Fischer to set a public hearing on Wednesday, June 29 at 6:30 pm at the Vergas Event Center to present the comprehensive plan for approval by the Vergas Council. Motion passed unanimously.

Staff Report

Utility Superintendent Report

DuFrane stated the utilities department is three weeks behind on everything due to the weather.

1. Josh Hanson Property on west Lake Street.
 - a. We are Slowly removing everything to the dump in Pelican Rapids or recycling center in Detroit Lakes. The weather has kept us slow.
2. Water
 - a. Will be flushing hydrants the week of the 16 of May attentively.
 - b. Treatment plant will be finished on 11 of May.
3. Wastewater
 - a. No discharge of the ponds in April due to the frozen ponds.
 - b. We are discharging now.
4. Streets
 - a. Driveway Service has been contacted on 2nd of May 5, 2022 to grade all gravel roads, with the exception of Bennet Rd and Townline Rd. Bennet Rd will be done By Sonnenberg excavating. The street committee recommended that Sonnenberg excavating do Bennet Rd. See street committee minutes. Hobart township takes care of grading Townline Rd.
5. Feral cats.
 - a. What to do with growing problem with the out-of-control cat populationCouncil questioned DuFrane regarding the proper tools to catch and animals and asked him to purchase them. Staff will look into what other communities are doing and if our ordinance needs to be updated. There has been damage due to weather to the ballfield and Lammers is looking into insurance coverage. DuFrane asked Council if Matt Engebretson and himself could attend Mn Rural Water training in Waconia on September 14, 2022. Council asked DuFrane to bring details of the training to next month's meeting. Council asked Lammers to have an article in the newsletter regarding residents not putting grass and leaves into the street.

Budget-goal Setting

Lammers requested Council Members start talking with their committees regarding 2023 budget numbers. Discussed priorities for city employees and asked council members to think about direction for employees to prioritize as we only have four employees that have been asked to not work extra hours.

Engineering Firm Request for Proposals (RFP)

Lammers thanked Council members for their spreadsheets reviewing the six engineering firms who applied to be the city engineering firm. Council decided to interview three firms. Motion by Pinke, seconded by Dahlgren to hold a special council meeting on Thursday, May 19 at 5:30 pm to interview and choose an engineering firm for the city of Vergas. Motion passed unanimously.

Information & Announcements

1. Veteran's Memorial Dedication, (everyone) June 11, 2022 1:00 pm dedication
2. Comprehensive Plan Public Review, (everyone) Public Review, June 16, 2022 5:30-7pm in front of municipal building

3. League of MN Cities Annual Conference (Bruhn & Albright) June 22-24, 2022 Duluth
4. Comprehensive Public Hearing, (everyone) June 29, 2022 6:30 pm Vergas Event Center
5. Hazardous Waste Day, Thursday, July 7, 2022, from 10-2 (Everyone) Vergas Event Center
6. Clerks Advanced Academy- (Lammers) September 15-16, 2022 New Ulm MN

Adjournment

Meeting was adjourned at 8:40 pm.

Julie Lammers, CMC
Vergas Clerk-Treasurer