

VERGAS COUNCIL
MEETING MINUTES
VERGAS EVENT CENTER & ZOOM
Tuesday, June 14, 2022

The City Council of Vergas met at 6:30 pm, on Tuesday, June 14, 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, Engineers Jeff Kuhn and Blaine Green, Josh Pfeffer, Steph Hogan, Carol Albright, Tony Sailor, Sherri Hanson, Bob Hager, Tom Franklin, Attorney Tom Winters.

Call to Order

Mayor Julie Bruhn called the City Council meeting to order.

Citizens' Concerns

None.

Agenda Additions and Deletions

Motion by Pinke, seconded by Dahlgren to approve the agenda with the addition of May 19 minutes, silt fences and Vergas Community Club Looney Days and Hairy Man events. Motion passed unanimously.

Approval of Consent Agenda

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

- a. Council Minutes of the May 10, 2022, May 19, 2022 and June 2, 2022
- b. Bills paid between Council meetings for a total of \$18,587.42
- c. Liquor Store bills for May 2022 for a total of \$83,392.01
- 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.

With the removal of Council bills from the consent agenda Bruhn questioned DuFrane regarding generator purchase. DuFrane stated this was for use in the city departments not for the lift stations as discussed by Council as a part of the American Rescue Plan funding proposal. DuFrane stated he is still looking into an estimate for generator pig tails. Generator purchased was for \$1,235.98 (over the \$1,000.00 amount an employee can spend without Council approval). Motion by Pinke, seconded by Dahlgren to allow purchase of generator. Motion passed unanimously. Lammers requested payment of additional bill for Matt Engebretson who purchased hoses for the loader for \$81.00. Motion by Dahlgren, seconded by Pinke to pay Council bill listing with the additional bill of \$81.00 for a total of \$36,732.54. Motion passed unanimously.

Construction Permit

Motion by Pinke, seconded by Fischer to approve a construction permits for 310 W Glenn St, asphalt driveway; 1006 E Frazee Ave, re-shingle and replace window; and 818 E Scharf Ave, re-shingle. Motion passed unanimously.

Council sent construction permits for 819 E Scharf and 92 Parkway to the planning commission to review as they are new homes.

Easements - Townline Road

Attorney Winters stated he has sent property owners along Townline Road letters regarding easements, and they have 10 days to respond. Council will discuss further at the July council meeting.

East Lake Street Relocation

Engineer Kuhn reviewed property owners along East Lake Street and stated there may be difficulty moving the road as the railroad owns the land the road sits on. Motion by Albright, seconded by Pinke to approve Widseth to spend up to \$2,500 to proceed with the relocation of East Lake Street. Motion passed unanimously.

Vergas Community Club Events: Looney Days and Hairy man

Motion by Pinke, seconded by Dahlgren to approve Vergas Community Club 1-4 day permits for on-sale liquor from August 12-14, 2022, to close Main Street on August 13 and 14, 2022, and allow the parade to close city streets on August 14, 2022. Motion passed unanimously.

Committee Reports

Park Board

Sherri Hanson reviewed the Park Board meeting held on May 26, 2022, (minutes available at the Vergas City Office). Attorney Winters will review easements on 88 Park View Drive. Bob Hager stated he is the beach caption for Long Lake Beach Association and would like to help with removing stumps and trees for snowmobilers to be able to come through the easement area. Albright stated our Engineer may need to look at the wall as five trees have been planted along the wall. Council asked Bob Hager to work with the park board before taking actions on city property. Council stated they appreciated all the volunteers' efforts. Motion by Albright, seconded by Pinke to allow park board to pass the hat for donations during Looney Days. Motion passed unanimously.

Comprehensive Planning

Julie Bruhn updated Council on the Comprehensive Plan.

Street Committee

Albright reviewed street committee meeting held on Wednesday, May 26, 2022, (minutes available at the Vergas City Office). Motion by Pinke, seconded by Albright to enter into work orders with Widseth for preliminary analysis of Glenn St and Lake St and to develop a pavement management system for Vergas. Motion passed unanimously. Lammers will set up a Street Committee meeting with Jeff Kuhn, Engineer to review work needed to be accomplished with streets.

EDA/HRA

Albright reviewed EDA/HRA meeting minutes of June 1, 2022, (minutes available at the Vergas City Office). Motion by Albright, seconded by Pinke to accept the resignation of Austin Tegtmeier and add Joy Summers to the EDA/HRA committee. Motion passed unanimously.

Planning Commission

Albright reviewed Planning Commission meeting minutes of May 23, 2022, (minutes available at the Vergas City Office). Motion by Pinke, seconded by Albright to allow City Clerk-Treasurer to approve construction permits that do not include a change in land use. Motion passed unanimously. Motion by Albright, seconded by Pinke to approve the preliminary plot of Lawrence Lake Acres. Motion passed unanimously. Motion by Albright, seconded by Pinke to allow rural wells and sewer systems on the four lots. Motion passed unanimously.

Event Center

Lammers reviewed the Vergas Event Center meeting held on June 1, 2022 (minutes available at the Vergas City Office). Motion by Albright, seconded by Pinke to have Widseth provide work order regarding diagonal parking on Second Avenue between Linden and Main. Motion passed unanimously.

Motion by Albright, seconded by Pinke to allow the Vergas-Frazee School District to use the Vergas Event Center for \$30.00 a day for summer community education events. Motion passed unanimously.

Personnel

Committee Report

Bruhn reviewed personnel committee meeting held on June 13, 2022 (minutes available at the Vergas City Office). Motion by Pinke, seconded by Fischer to change the Event Center policy by removing 5. City Maintenance Staff; 5c, 5d, 5e and under 6. Cleaning service remove 6b and have one responsibility statement in 5. That is basically consistent with current policy and position function statement, to state: 5d. When necessary, not routine and at the direction of the City Office, Maintenance staff may be called upon to assist with unlocking the Event Center doors for events, set up city meetings, set up and take down chairs with special events, and support special cleaning needs in the current City Event Center Policy. Motion passed unanimously.

Motion by Dahlgren, seconded by Fischer to change current personnel policy to state on page 5, part 4 B Compensatory time to No employee shall accumulate more than 48 hours of unused compensatory time in a work week. Compensatory time accrued above the 48 hours, will entail the employee choosing compensatory time or overtime by marking on their timecard. There will be a compensatory time accrual limit of 160 hours. Motion passed unanimously.

Motion by Albright, seconded by Pinke to approve a work request form so new work items are more thoroughly evaluated in terms of priority, impact of overtime needs of city staff, and whether contracting out would be a better approach. The new work request would be submitted by city staff member or city committee/commission. Impacted city staff would review and provide input whether the work could be accomplished during normal work hours and/or how could be accomplished. New work requests will take into consideration city priority need, timeline for completion, and fiscal impacts. If new work cannot be met in terms of priority, staff time, timeline needs for completion; this will go to City Council for review and approval of contracting out or delaying new work projects. Motion passed unanimously.

Election Judges

Motion by Albright, seconded by Pinke to raise the election judge pay to \$17.00 per hour for head judge and \$15.00 per hour for election judges. Motion passed unanimously. Motion by Pinke, seconded by Fisher to hire the following judges, Head Judge Diane Menz, Judges Steph Hogan, Elaine Palmer, Ronola Richards and Pat Strand. Motion passed unanimously.

Staff Report

Utility Superintendent Report

Council Report from Utilities Superintendent June 2022

1. Water
 - a. Thein Well completed our wells. Replaced two pipes, one in each well and both of the backflow preventers were replaced.
 - b. Both water filters are finished with rehab.
2. Parks
 - a. Swing set is up, and we are waiting on the mulch. It should be delivered Wednesday.
 - b. VCC will be taking over the flowerpots around town until we get caught up with all our spring maintenance. DuFrane thanked Fischer for watering flowerpots.
3. Streets
 - a. Looking at making ditches correct from the last street project.
Motion by Albright, seconded by Pinke to have Widseth provide work order to improve the ditches that were affected by the 219 Street Project along E Scarf Avenue. Voting Yes: Dahlgren, Albright, Fisher and Pinke.
Voting No: none. Abstain: Bruhn. Motion carried.
Discussed ditches along 3rd St and Linden which were also affected by the 2019 Street project, the streets/sidewalks/yard waste committee will review with Widseth Engineers.
4. Josh Hanson property.
 - a. We are slowly getting it cleaned up. DuFrane stated they have approximately 40 hours of work left.
5. Wastewater
 - a. MRWA school is Sept 1. The cost is 150.00 per person. DuFrane asked for permission for himself and Matt to attend.
Motion by Albright, seconded by Pinke to allow DuFrane and Engebretson to attend Mn Rural Water training on September 1, 2022.

Budget/Goal Setting

Lammers requested Council Members review budgets with their committees regarding 2023 budget numbers.

Information & Announcements

Comprehensive Plan Public Review, (everyone) June 16, Public Viewing, 5:30-7 pm in front of municipal building.

League of MN Cities Annual Conference (Bruhn & Albright) June 22-24, 2022 Duluth

Comprehensive Plan Review by Planning Commission June 27 Vergas Event Center 6 pm

Public Hearing June 29, 7 pm Comprehensive Plan

Hazardous Waste Day, Thursday, July 7, 2022, from 10-2 (Everyone) Vergas Event Center

Clerks Advanced Academy- (Lammers) September 15-16, 2022 New Ulm MN

Adjournment

Meeting was adjourned at 8:20 pm.

Julie Lammers, CMC

Vergas Clerk-Treasurer