

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

1.) A meeting of the Vergas Streets/Sidewalks/Yard Waste (SSYW) Committee was held on Tuesday, September 20, 2022 at 4:00 PM at the Vergas Event Center. Present was Bruce Albright and Paul Pinke, Vergas City Council; Mike DuFrane, Utility Superintendent; Julie Lammers, City Clerk, and Blaine Green, Widseth. Besides the aforementioned, also attending the 6:00 PM Glenn Street (ST) informational meeting were: Judy Kvam, Loren Menz, Natalie Fischer, and Peter Kastella (via Zoom). In addition, to the already aforementioned, Troy Teigen attended the 7:00 PM West Lake ST informational meeting, Kastella did not attend this meeting. Albright called the SSYW meeting to order at 4:00 PM.

2.) Agenda Additions or Deletions. Lammers said she did not mail out a new agenda, and today's discussions will continue with the 09/01/22 SSYW agenda. DuFrane wanted to add a discussion about North (N) Railway Avenue (AVE).

3.) N Railway AVE. The owner of the old insulation plant, Railway Property Holdings LLC, has complained about the condition of the road, north of the Elm ST intersection. It appears that part of the road may only have partial right-of-way (R/W). DuFrane thought the asphalt bump should be milled own. Albright would like to look at the situation. DuFrane will prepare a cost estimate for doing the work.

4.) Yard Waste/Recycling Site. Albright said in the past we've had to deal with tree roots, stumps, and branches over 6" in diameter. He was reviewing the sign at the entrance, and none of the aforementioned is mentioned on the sign. He thought maybe we could add another sign, to see if we might eliminate some of these problems. DuFrane said that the current sign at the entrance is somewhat outdated. Perhaps we could make an entire new sign, including a statement about tree waste? Lammers will get pricing from JH Signs and Designs, who did the current onsite sign. Out of town permit holders do get a letter with the current rules. However, the rules are not furnished to in town citizens. Lammers can change this.

5.) Lawrence Lake Acres. At the 09/26/22 Planning and Zoning Committee (P&Z) meeting, at 6:00 PM, there will be a Conditional Use Permit (CUP) hearing for the extension of Glenn ST. Apex Engineering, who's working for the developer, has contacted Widseth for the City's road criteria.

Green said Kuhn wanted to be here tonight, but is home sick. Green went over his PowerPoint presentation that he'll use for tonight's informational meetings for the Glenn ST extension and the West (W) Lake ST improvement. For both roads, he was planning a 24' wide top, with 6" of gravel. The watermain and sanitary sewer need to be extended in Glenn ST to the subdivision property line. Both lines will be 8" diameter PVC. For Glenn ST, the 600' feet of road extension is estimated to cost \$59,000, the sanitary sewer extension, \$43,000, and the watermain extension, \$62,000. Green felt the watermain and sewer extensions could be considered developer's costs. The City's "Special Assessment and Trunk Area Policies and Procedures for Public Improvements and Maintenance Costs" will be used for assessments. Assessments must also follow Minnesota Statutes, Chapter 429, Local Improvements, Special Assessments. If authorized by the Council, the next step will be asking Widseth to complete the feasibility reports for each project, which for construction purposes, could be combined as one project, 429.021, Subd. 2. Before awarding a construction contract, the City must hold a

hearing (429.031, Subd. 1). Any proposed assessments are handled in accordance with 429.061, which is a separate hearing.

For W Lake ST, Green said the estimate does not include R/W acquisition. For the County's website, it appears we may only have R/W along part of the improvement. Green's estimate includes "looping" the watermain back to East (E) Lake ST, where there is already an existing watermain. That part for W Lake ST in the NE1/4 of Section 25 appears to not have any road R/W. Lammers thought that the City had taken care of this, and will check her records and get the R/W information to Green. About 2,000' feet of road improvements are estimated to cost \$204,000, and the watermain looping is at \$421,000. Street improvements would be assessed 50% to the abutting property owners and 50% to the City. Albright said if all 28 lots in the subdivision are sold and built on, it could add about over \$10 million to the City's tax base.

5.) Curbstop Repairs along W Main ST. DuFrane estimate a cost of \$85/each for repair of the two curbstops sticking up on the north side of W Main ST. Each building owner will be contacted and expected to be responsible for 50% of the costs.

At 5:45 PM, Albright adjourned the SSYW meeting.

At 6:00 PM, Albright convened the Glenn ST Extension informational meeting. Attendance is as noted above. He said the SSYW Committee wanted to hold tonight's informational meetings as a courtesy to the affected neighboring landowners to keep them informed about the potential projects. Loren Menz commented that the extension of Glenn ST doesn't benefit him. The only person along the said extension that benefits is the developer, Josh Hanson. Menz said he was not objecting to the street extension, just that it is unfair to tax the abutting property owners for any of the costs. Kastella, representing the Pinkepank property at 341 S Pelican AVE, said their property already has an access to Pelican Ave, and they wouldn't benefit from any improvements to Glenn ST. Lammers said the Council has a number of decisions to make regarding both road projects, and tonight's meeting is just the first step in the process. Albright adjourned this meeting at 6:30 PM.

At 7:00 PM, Albright called the informational meeting for the possible improvement of W Lake ST to order, with the people noted above in attendance. He noted that "improvements" for W Lake ST were included in the City's "Capital Improvement Plan" dated August 2019, as prepared by KLJ Engineering. Green presented his PowerPoint presentation for this project. There were no landowner questions or comments.

Upon conclusion of the presentations by Green at 7:20 PM, the SSYW Committee decided to recommend to the Council at their 10/11/22 meeting to authorize Widseth to prepare the feasibility reports for both projects.

Respectfully prepared and submitted by;

Bruce E. Albright, City Council Member

Council Recommendations:

- Authorize Widseth to complete the feasibility reports for the extension of Green ST and the improvement of W Lake ST (429.031).

Follow up Actions:

- Continue to work on R/W needs for East Lake Street and N Railway AVE.
- SSYW Committee to continue to work on budgets, and future road funding needs.
- Continue to work on City parking, issue engineer work orders to analyze parking potential behind the Event Center, along S 2ND AVE, S Railway AVE (assuming

Railroad approval), and behind City Offices including County shop. Work on handicap parking spots.

- 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 concerns along trail. Look at creating an “urban” district.
- Continue to work on snow removal, sidewalk, and parking ordinances/policies to address concerns.
- Look at making W Sunset Strip an official street.
- Cost estimate for N Railway AVE repairs north of Elm ST intersection.

Additional Future Meeting Agenda Items:

- speed limit sign C.R. Nos 4/60
- sign for yard waste disposal site.