

**City of Vergas
Liquor Store Committee Meeting**

The Liquor Store/Municipal Building/License Committee was called to order on Thursday, September 29, 2022, at 6:00 pm at The Vergas City Office. Present were Julie Bruhn, Rebecca Hasse, Kyle Theisen and Julie Lammers.

Municipal Building

Lease for rental space on the second floor of the building was discussed. Committee recommended to Council a 1-year lease for \$500.00 a month with lessee doing updates to building not to exceed \$2,000 and approved by the Municipal Building Committee. Council approved 1-year lease for \$500.00 a month with lessee doing updates to building and allowed to spend \$5,000 on flooring. To receive warranty on flooring an underlayment was also purchased by the Liquor Store.

JoAnne Knuttila has signed lease and paid first month's rent (October 2022) for the space above the Liquor Store. Lammers contacted an engineer from Widseth to review ADA Compliance and no elevator or handicap chair is required but the wall at the bottom of the stairs needs to be moved for a landing. Lammers has received a quote of \$1,500 from Loren Menz and has asked Summers Construction for a quote. Lammers has prepared document for Knuttila and Bonnie Anderson to sign regarding removal of carpeting and screws and nails from walls. Bonnie Anderson has damaged ceiling tiles with her displays and has purchased an air conditioner located on the roof of building. Anderson requested city trade air conditioner for the tiles. Discussed upgrades to space and committee would like Knuttila to get approval for any upgrades. Barn wood located on the bottom of walls and brick may not be painted. Lammers prepared document regarding remodeling of space for Knuttila to sign. Lammers is meeting with Bonnie Anderson, Attic Shoppe and JoAnne Knuttila, The Step Up at 9 am on Friday to discuss space.

Committee recommended approval of Loren Menz quote to move wall for \$1,500 and to allow city employees to purchase and install ceiling tiles.

Liquor Store

Theisen updated Hasse regarding pros and cons for relocating the current liquor store. Owner of Olson Oil was not able to attend the meeting. Theisen will contact him and set up a meeting when he is available.

Otter Tail County Garage Property

Lammers has been notified by Amy Baldwin, Otter Tail County the property located at 140 E Linden St owned by Otter Tail County will be ready to be given to the City in January. Otter Tail County attorneys are currently updating the title and the deed paperwork to transfer the title. Committee reviewed options for the property: city garage, city office, sale to businesses and parking.

Criteria for property: Must be owned by City and used by the public.

City Garage or city office: Building would need to be completed remodeled for office space. Plow trucks will not fit inside building and many items will be considered nuisance if located in commercial area.

Sell or lease of space: Due to the property being given to the city as government property the land is required to be use for public use. The City is unable to sell or lease the property. Lammers asked if the City could rent individual parking spots and Baldwin assured her, they could as long as some parking was for general public. Discussed renting spaces to Altona Square for their apartments. Neighboring communities rent city spaces to help fulfill the requirements to commercial building parking spots.

Parking: The currently adopted comprehensive plan has found parking to be the greatest need in the City of Vergas. Ottertail County has a 50/50 community growth grant in which the City could apply to use to remove current building. Lammers contacted Torey Sonnenberg regarding cost to remove building and make into a parking lot he stated it would cost approximately \$30,000 if there is no asbestos in the building. Lammers contacted Baldwin regarding asbestos in the building. She is checking with Chuck Grotte on any knowledge they have regarding the building. Discussed parking spaces and what to charge for rent – Lammers stated she knew other communities that rent spaces but did not know what they charged. Lammers will contact owners of Altona Square to find out if they are interested and other communities on what they charge.

Committee recommends for Council to receive property, apply for grant to remove building and make into parking lot with up to 7 parking spaces rented to Altona Square.

Meeting adjourned at 6:44 pm.

Recorded by Julie Lammers, City Clerk-Treasurer

Council Recommendations:

Hire Menz to move wall for \$1,500.00 in Municipal Building.

Council to receive property located at 140 E Linden St, apply for grant to remove building and make into parking lot with up to 7 parking spaces rented to Altona Square.

Follow Up Actions:

Theisen to provide committee with Olson Oil information regarding land and building.

Lammers meet with Bonnie Anderson to complete lease, have keys returned and let her know the city will agree to putting new tiles in for the air conditioner she purchased for the upstairs of the municipal building.

Lammers meet with JoAnne Knuttila regarding distribution of keys, construction permit needed and plans for municipal building must be approved by committee.

Lammers poll other communities regarding parking spot rental.

Lammers speak with Altona Square owners regarding interest in renting parking spots.