

**Street/Sidewalks/Yard Waste Committee Meeting Minutes**  
**Vergas City Office**  
**October 25, 2022**

1.) A meeting of the Vergas Streets/Sidewalks/Yard Waste (SSYW) Committee was held on Tuesday, October 25, 2022 at 10:00 AM 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. Albright called the SSYW meeting to order at 10:20 AM.

2.) Agenda Additions or Deletions. Lammers said she wanted to add the snow removal policies to the agenda. Albright wanted to add a continued discussion about North (N) Railway Avenue (AVE).

3.) Lawrence Lake Acres. The Council tabled action on ordering Widseth to complete the feasibility studies for West (W) Lake Street (ST) improvement and Glenn ST extension. They wanted a cost estimate for said studies. Green said the scope of work for both studies should be under \$2,500, so they are planning on proceeding with said work, with no agreement needed. Albright questioned if Lammers has had time to look up the right-of-way (R/W) along W Lake ST? It appears we may have R/W in the NW1/4 NW1/4, Section 25 and the SW1/4 SW1/4, Section 24 (1,320'), Candor Township. It appears we may not R/W where the road meets County Road (C.R.) No. 17. Lammers will check with James Sandau, KLJ Engineering, as they were the last ones to work on this issue.

4.) Keilley Shores Third Addition (Addn.). The developer is waiting for a culvert, so it appears the project will not start construction until the spring of 2023. Widseth was to review the construction inspection on behalf of the City.

5.) Street Condition Survey. Widseth presented a draft of their study for the City of Vergas. Green went thru a PowerPoint presentation, showing what the completed study will look like, when done. The City has 6.3 miles of road within the City, with 2.7 miles, being gravel. Widseth ranks and scores the paved roads with a classification system. Green said the City should maintain those roads that are in "good" shape, and some roads are too far gone for "maintenance". It is estimated that in the next 20 years, it could cost \$1,143,158 to maintain the City's 3.6 miles of paved roads, streets, parking lots, and alleys. Green had a draft map, showing the City's road system. Albright thought the Survey was exactly what the City needed to start budgeting and managing our road systems. Green said the "completed" study will be reviewed with the entire Council.

6.) City Pickup. Lammers looked up the amount of the insurance claim we received last winter for the damage to our old snow plow, it was in the amount of \$9,740. This amount will be applied to the new city pickup/snow plow. Albright priced out a new Ford Super Duty F-350 pickup on Ford's website. A "basic" truck lists at \$51,720. He also talked with Doug Dunham, Webber Family Motors, Detroit Lakes. Dunham thought that the fleet discount was typically about 10%. DuFrane reported at the 10/11/22 Council meeting the "extras", such as a Tommy lift, snow plow, lights, etc., was estimated to cost \$16,000. The City will also have the sale value of the 2005 Chevrolet 4x4 pickup. DuFrane has talked with Saxton Ford, 651-312-1815, about the upcoming fleet sale (starting November 7th). Nelson Auto Center, Fergus Falls, may also have information about the State contract/bid process. The City has budgeted \$25,000 for a new pickup. Lammers thought the remaining costs (after sale of the Chevrolet and insurance check) for the pickup and needed assessories, could be split with 10% of the

remaining costs to Yard Waste, Water, Sewer, and Parks (20%). Albright said Webber Motors thought there would be a limited number of pickups available. The SSYW Committee will recommend that the truck be ordered on the first day they're available (November 7), and if for some reason the Council doesn't agree with the proposed distribution of costs or the pricing at their 11/10/22 meeting, Lammers didn't think there would be a problem to cancel the order.

7.) Snow Removal. Lammers said she plans to hold the hearings for the revised ordinances in December. DuFrane said we had the water problem referenced by Dean Heartsick, Vergas Ford Equipment. DuFrane thought the majority of the 2022 spring's thaw was the way the developers of Altona Square piled their snow during construction.

DuFrane does have concerns about snow removal along South (S) First AVE, between W Main ST and East (E) Linden ST (by Altona Square). This is the same area the City designated as "diagonal" parking this past summer. DuFrane said the new parking is heavily used, and snow removal is going to be a problem. DuFrane has talked with Cristi Field, Otter Tail County Highway Department, about this issue. The County would like to work with the City in this regard. On about December 1, 2022, the County Shop in Vergas will be closing and the equipment will be moved to Pelican Rapids. In the past, when the equipment was housed in Vergas, we were one of the first areas to get plowed after a snowfall. Now, the trucks are going to plow from Pelican to Vergas first. DuFrane has talked with Tyler Schmid, Franklin Fence, and Schmid wouldn't be opposed to allowing the piling of some snow on his property/sidewalk, on the west side of S First AVE. Plowing the snow to "center" is going to be difficult on S First AVE, with the new road centerline, as it will also block the people in, who are diagonally parked. DuFrane thought the west side of the street should be designated a "snow removal" area during the months of November 1 - March 30, with no parking between the hours of like midnight to 6:00 AM. Vergas would have to incorporate this into their ordinances. There were discussions as to where the people who park there, would have to move?

DuFrane also discussed snow removal along N and S Railway AVE's. He also discussed the amount of snow that will need to be hauled during an "average" snowfall winter. With the pickle ball courts, he no longer has the baseball field parking lot for snow. The snow will now need to be hauled to the recycling site. This will require two workers (payload driver/truck driver). The SSYW Committee was not ready to make a Council recommendation regarding establishment of "snow emergency" or "snow removal" routes/areas. Discussion will continue at the next meeting.

8.) N Railway AVE. Albright has looked at the "bump" to the north of the Elm ST intersection. DuFrane was going to have Asphalt Services, grind down the high spot in the center of the road, but they haven't had time to do the work this fall. Albright thought another option, was to fill the low areas on each side of the high spot, which would at least "level" the road.

9.) Next Meeting. The SSYW Committee will look at holding their next meeting in late November, for findings to be presented to the December Council meeting. Date to be determined at this time.

10. Adjournment. Albright adjourned the meeting at 12:15 PM.

Respectfully prepared and submitted by;

Bruce E. Albright, City Council Member

Council Recommendations:

- Purchase new Ford F-350 pickup and accessories, with final Council approval at their 11/10/22 meeting.

## Follow up Actions:

- Feasibility reports for Glenn and W Lake Streets.
- Address R/W needs for W Lake ST improvement project.
- Continue to work on R/W needs for East Lake Street and N Railway AVE.
- SSW 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. Snow emergency routes?
- Look at making W Sunset Strip an official street.
- Cost estimate for N Railway AVE repairs north of Elm ST intersection.
- Start "budgeting" for Street Condition Survey work.

## Additional Future Meeting Agenda Items:

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