

CITY OF VERGAS
COUNCIL MINUTES
Vergas Event Center and Zoom
Tuesday, March 14, 2023

The City Council of Vergas met at 6:30 pm, on Tuesday, March 14, 2023, at the Vergas Event Center for a hybrid regular council meeting with the following members present: Mayor Julie Bruhn, Council Members: Bruce Albright, Paul Pinke, Dean Haarstick and Natalie Fischer. Absent: none. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Liquor Store Manager Kyle Theisen, Robert Williams of the Frazee-Vergas Forum, Attorney Tom Winters, Engineer Jeff Kuhn, Josh Hanson, Judy Kvam, Jeff Hatlewick, Doug Safar, Lyle Krieg, and Sherri Hanson.

Call to Order

Mayor Julie Bruhn called the meeting to order.

Citizens' Concerns

None.

Agenda Additions and Deletions

Motion by Pinke, seconded by Albright to approve the agenda with the following addition: city correspondence. Motion passed unanimously.

City Correspondence

Thank you notes have been sent to the following for donations to the event center through the purse bingo event: Billy's, Summer's Construction, Lavish Loon, Vergas Auto Repair, Vergas 66, Zitzow Electric, American Beauty, Jaco's Well Service & Repair, Lakes Fit, Forest Edge Gallery, Franklin Fence, Lost Highway Pottery, Natalie's Serendipity, A Step Up Thrift Boutique, Legacy Plumbing, Tammy Kinsella Graphic Design & Marketing, Long Weekend Sportswear, Elm St Boutique, Skal, Vergas Insurance Agency, Vergas State Bank, MW Pastries, Vergas Liquor Store, Winters Consulting/Spanky's and T.I.P.

Approval of Consent Agenda

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

1. Council Minutes of the February 15, 2023
2. Bills paid between Council meetings and Council bills totaling \$32,014.43.
3. Liquor Store bills for January 2023 totaling \$51,272.40.
4. Late water/sewer bills.
5. 2023 Investment Schedule/Bond Schedule
6. General Fund Special Revenue Money Market Account
7. 2023 Statement of Receipts, Disbursements and Balances
8. American Rescue Plan Funding 2021-2026
9. Committee Reports -requiring no Council Action
 - a. Personnel
 - b. Heartland and Heart of Lakes Trail Plan
 - c. Economic Development Authority/Housing Redevelopment Authority

Motion passed unanimously.

Veteran's Memorial City Property Proposal

Lyle Krieg, Veteran's Memorial Committee Member presented proposal to add a gazebo and large painted rock to the park located at 230 Frazee Avenue owned by the City of Vergas. Albright stated this has been brought to the planning commission and they gave their support and explained they needed to bring a report to Council and get a construction permit. Pinke questioned kids climbing on the rock and if they had any vandalism. Krieg explained they have not had any issues and have not dealt with any garbage; people are respecting the area. Motion by Pinke, seconded by Fischer to approve the Veteran's Memorial City Property proposal of a gazebo. Motion passed unanimously. Motion by Albright, seconded by Pinke to have Julie Bruhn as Council representative for the Veteran's Memorial City property project. Motion passed unanimously.

Otter Tail County Garage Property

Lammers explained the County is 95% out of the building on the building located at 140 E Linden, they will remove the rest of their property when it thaws. Motion by Albright, seconded by Pinke to enter into the first right of refusal on the county garage property located at 140 E Linden. Motion passed unanimously.

Committee Reports

Parks

Sherri Hanson reviewed Park Board Advisory Committee meeting of February 23, 2023 (minutes available at the Vergas City Office). Applicants for the open park board position was discussed. The park board did not make a recommendation as both candidates are qualified applicants. Judy Kvam removed her name for the candidacy as she is on the planning commission. Motion by Albright, seconded by Haarstick to appoint Maggie Puetz to the park board. Motion passed unanimously. Motion by Fischer, seconded by Pinke to approve the resolution 2023-004 (complete copy of resolution located at the city office and on the city web page) for the donation for 5 picnic tables from the Vergas Community Club. Motion passed unanimously. Motion by Fischer, seconded by Pinke to approve resolution 2023-006 (complete copy of resolution located at the city office and on the city web page) for apple trees from West Central Initiative. Motion passed unanimously.

Event Center

Lammers reviewed Event Center meeting of March 7, 2023 meeting (minutes available at the Vergas City Office). Motion by Pinke, seconded by Haarstick to approve JJS Painting to paint the at the event center for \$12,500.00. Motion passed unanimously. Motion by Albright, seconded by Pinke to approve resolution 2023-005 (complete copy of resolution located at the city office and on the city web page) excepting donations from Bev Flateland, Billy's Corner Bar and Myles Flateland. Motion passed unanimously. Motion by Pinke, seconded by Haarstick to approve the transfer of \$17,000.00 from the money market account to the general fund for the floors at the event center. Motion passed unanimously.

Planning Commission

Albright reviewed planning commission meeting of February 27, 2023 meeting (minutes available at the Vergas City Office). Motion by Pinke, seconded by Fischer to approve the plat of Lawrence Lake Acres. Motion passed unanimously. Recommended the approval of ordinance 2023-002 regarding gravel permits after holding a public hearing. Due to information provided by our engineer's and comments from members, Albright asked to pull the ordinance from agenda stating it will be brought back to the Council at a later date. Discussed the ordinance 93.3 materials on street or sidewalk. Albright requested we should look at rewriting all of chapter 93, culverts need to be added and snow removal should have a sentence or two on what to do if someone does not remove their snow. No action taken at this time. Fischer explained the property owners are upset with the current ordinance and we need to update. Albright assured her they are reviewing and will have an update for this ordinance. Fischer thanked Dean Haarstick for his help with snow removal on Main Street.

Staff Reports

Mike DuFrane, Utilities Superintendent

DuFrane was not in attendance at the meeting, Lammers provided information on generator and wellhead protection grant. Motion by Albright, seconded by Pinke to apply for the MN Department of Health Source Water Protection Plan Implementation Grant and to purchase the well house generator if we receive the grant with American Rescue Funds. Motion passed unanimously.

Kyle Theisen, Liquor Store Manager

Theisen explained the liquor store equipment is failing and he has found a company out of Thief River Falls which specializes in Liquor Store software. The following information was provided:

- Current
 - Cash drawer does not lock anymore – key is stuck inside
 - Credit Card processor fails randomly
 - Failed twice for Tammy last night
 - Based out of New Jersey
 - 24/7 support @ \$135/hr. (phone or email)
 - e.g. Update in December cost over 3 hours (\$405), plus over 1 hour (\$135) of follow-up support. Updates are not automatic or free

- New
 - Tailored specifically to liquor stores
 - Entirely cloud based
 - No server monthly maintenance fees
 - “Back office” can be on any computer at any location
 - Tablet is capable of
 - Inventory tracking
 - 2nd register on busy days
 - Turning into mobile hotspot (free) during internet interruptions
 - 24/7 support, all included.
 - Based out of Thief River Falls
 - Matched CC processing, plus eliminated miscellaneous monthly fees
 - e.g. January would have been approximately \$100 less in cc fees.

Motion by Pinke, seconded by Haarstick to purchase new POS system from OVVi for \$2,125.00 for the Liquor Store. Motion passed unanimously.

Information & Announcements

Trainings:

- a. MN Clerks and Finance Officers – March 21 -24, 2023 (Lammers) St Cloud
- b. LMC, Loss Control Workshop - March 28, 2023 Bemidji (DuFrane, Engebretson), March 29, 2023 Alexandria (Lammers)
- c. IIMC Conference - May 14-17, 2023 (Lammers) Minneapolis
- d. Clerks Advanced Academy- (Lammers)Waite Park
- e. League of MN Cities Annual Conference (Mayor, Council & Lammers)
- f. Municipal Beverage Association, April 29-May 2, 2023 (MMBA) (Theisen) Arrowwood

Events:

- a. Local Board of Review, April 5, 2023 Vergas Event Center Council Chambers, 1:00 pm (Mayor, Council and Lammers)
- b. EDA/HRA Annual Meeting, April 25, 2023 Vergas Event Center, 5:30 pm (Everyone)
- c. Household Hazardous Waste Day, Thursday, June 29, 2023 10:00 - 2:00 volunteers needed

Adjournment

The business for which the meeting was called having been completed, the meeting was adjourned at 7:15 pm.

Vergas City Clerk-Treasurer
Julie Lammers, CMC