

February 5, 2025

City of Vergas  
111 East Main Street  
P.O. Box 32  
Vergas, MN 56587

**RE: Ryan Weibye Lake Access  
1156 Frazee Ave E**

Dear City of Vergas:

I purchased property at 1156 Frazee Ave E, Frazee Ave E, Vergas, Minnesota on February 18, 2021. The Warranty Deed for my property was recorded as Doc. No. 151253413 in the Otter Tail County Recorder. At the time of purchase, the City was constructing a trail across the property. The prior owners Michael W. Goettel and Janelle R. Goettel, who sold the property to me, had granted the City an Easement for the construction of the trail, which was recorded January 9, 2017, as Document No. 1185617. The language of the Easement granted access to the City to construct a trail for pedestrians and non-motorized vehicles approximately 8 feet in width within the Easement area. I've attached the Easement for your convenience. Please note that the Easement was donated to the City. The Goettels indicated that they did not receive any payment or benefit for granting the Easement.

During my negotiations to purchase the property from the Goettels, the Goettels explained to me that they were willing to grant the Easement to the City for the trail only if the rights granted to the City did not interfere with convenient access to Long Lake for their property. They indicated that they had communicated that concern to city staff and decision makers. The Goettels believed that the City would honor its agreement, even though the concerns regarding convenient access were not addressed in the written Easement. They also indicated that they had secured permission from the City to store their lifts and docks on City property in prior years. The Goettels indicated that the City's promise to preserve convenient access to the lake would inure to the buyer.

When I closed on the property, the trail was under construction. The retaining wall had already been constructed, but the trail had not yet been paved. The Goettels indicated that they were unaware when they granted the Easement that there would be a retaining wall constructed within the Easement area. I've attached a picture showing the retaining wall around the time I purchased the property.

Because the retaining wall created a physical obstacle for lake access, the Goettels had engaged in discussions with the Park Board and City Council to construct a set of stairs to access the lake. Without a set of stairs, the retaining wall not only obstructed drive-up access with a golf cart, it also created an obstacle for simply walking to the lake shore from the house. A person had to scale down the retaining wall to get to the lake shore.

Based on the minutes from Park Board and City Council meetings around that time, the City or Park Board had agreed to construct stairs as part of the trail project. But the City's efforts to construct the stairs stalled out. The City or Park Board had engaged with one or several contractors who failed to construct the stairs. In addition, Ottertail County was reluctant to issue a permit for the stairs initially contemplated by the City and Goettels.

Based on concerns from the County, the plan changed from the initial stair plan to a platform plan, which was more acceptable to the County. Based on my recollection, the City constructed a platform in the fall of 2021 to provide me with walking access to the lake shore. While I appreciated the attempt to provide walking access to the lake shore from my house, the ground leading away from the platform was so steep that a person trying to access the lake shore would have to sit down on the ground and scoot down to the lake shore.

After using the platform for the first year of my ownership, I finally hired a contractor to complete the steps that the Goettels and the City originally contemplated. I believe the steps were constructed in the fall of 2022. After I installed the stairs, I was charged with a misdemeanor offense. This charge was ultimately dismissed, and it seems that I can keep my stairs without additional interference from the County, but I would really like to formalize an access agreement with the City, and obtain any necessary permit, so that everything is legal and documented for future owners and City Councils.

This letter is to respectfully request the City's cooperation with entering into a revised Easement Agreement that reserves my rights to dock and water access on Long Lake via the stairs installed on my property. In addition, while the City has granted me written permission to drive on the trail west of my property to access the dock area, I would like to acknowledge this in the revised Easement Agreement as well. Without being able to drive on the trail to access the land along the lake, I can't get a mower down the stairs to mow the grass around my docks and lake shore. It also adds a significant level of convenience to haul gas, etc. via a golf cart, which was possible before the construction of the retaining wall.

I support the public trail system, but I hope you recognize that the Goettels donation of the Easement was conditioned upon maintaining convenient lake access. I believe that there is an outcome that results in convenient lake access for me and any successor owner that does not interfere with the public trail system.

I plan to attend the February 10, 2024, City Council meeting, and I am hoping to discuss this request and address any questions or concerns the City may have.

Thank you for your time and attention to this matter.

Sincerely,

Ryan Weibye

A handwritten signature in black ink, appearing to read 'Ryan Weibye', with a long horizontal flourish extending to the right.

1185617

CAROL SCHMALTZ  
OTTER TAIL COUNTY RECORDER  
FERGUS FALLS, MN  
RECORDED ON  
01/09/2017 11:40 AM

FEE: 46.00  
PAGES 6  
WELL CERTIFICATE REC'D: N



### EASEMENT

WHEREAS, Michael W. Goettel and Janelle R. Goettel are the owners in fee simple of the following described real property situated in Otter Tail County, Minnesota, to-wit:

Sub Lot A of Government Lot 1, Section 24, Township 137, Range 41, except the following described tracts:

1. Commencing at a found iron monument which designates the east quarter corner of Section 24, Township 137 North, Range 41 West of the Fifth Principal Meridian in said County; thence North 00 degrees 09 minutes 04 seconds West 167.72 feet on an assumed bearing along the east line of said Section 24 and along the easterly line of Sub Lot A of Section 24, Township 137, Range 41 to an iron monument on the northwesterly right-of-way line of County State Aid Highway No. 4, said point is the point of beginning; thence continuing North 00 degrees 09 minutes 04 seconds West 88.30 feet along the east line of said Section 24 and along the easterly line of said Sub Lot A of Section 24, Township 137, Range 41 to an iron monument; thence South 78 degrees 06 minutes 55 seconds West 93.92 feet to an iron monument; thence South 08 degrees 58 minutes 34 seconds East 111.52 feet to an iron monument on the northwesterly right-of-way line of said County State Aid Highway No. 4; thence North 61 degrees 08 minutes 03 seconds East 85.35 feet along the northwesterly right-of-way line of said County State Aid Highway No. 4 to the point of beginning.

2. That part of Sub Lot A, Plat of Sub Lot A, according to the recorded Plat thereof, and that part of Government Lot 1, all in Section 24, Township 137 North, Range 41 West, Otter Tail County, Minnesota, described as follows: Commencing at the east quarter corner of said Section 24 and assuming the line drawn between said east quarter corner and northeast corner of said Section 24 bears North 00 degrees 21 minutes 08 seconds West; thence North 72 degrees 04 minutes 38 seconds West a distance of 621.67 feet to the point of beginning of the



land to be described; thence South 71 degrees 54 minutes 58 seconds West a distance of 149.56 feet; thence South 11 degrees 49 minutes 40 seconds East a distance of 180.36 feet, more or less, to the northerly right-of-way line of Trunk Highway No. 228; thence northeasterly, southeasterly and northeasterly along said northerly right-of-way to the intersection with a line bearing South 01 degree 18 minutes 41 seconds West from the point of beginning; thence North 01 degree 18 minutes 41 seconds East a distance 205.56 feet to the point of beginning.

3. That part of Sub Lot A, of Section 24, Township 137, Range 41, said Plat is on file and of record in Book L of Plats on page 23 in the office of the Recorder in Otter Tail County, Minnesota, described as follows: Commencing at a found iron monument which designates the east quarter corner of Section 24, Township 137 North, Range 41 West of the Fifth Principal Meridian in said County; thence North 00 degrees 09 minutes 04 seconds West 167.72 feet on an assumed bearing along the east line of said Section 24 and along the easterly line of said Sub Lot A of Section 24, Township 137, Range 41 to a found iron monument on the northwesterly right-of-way line of County State Aid Highway No. 4; thence continuing North 00 degrees 09 minutes 04 seconds West 88.30 feet along the east line of said Section 24 and along the easterly line of said Sub Lot A of Section 24, Township 137, Range 41 to a found iron monument; said point is the point of beginning; thence South 78 degrees 06 Minutes 55 Seconds West 93.92 feet to a found iron monument; thence South 08 degrees 58 minutes 34 seconds East 111.52 feet to a found iron monument on the northwesterly right-of-way line of said County State Aid Highway No. 4; thence South 61 degrees 08 minutes 03 seconds West 164.98 feet along the northwesterly right-of-way line of said County State Aid Highway No. 4 to an iron monument; thence North 05 degrees 36 minutes 20 seconds West 165.97 feet to an iron monument; thence North 12 degrees, 08 Minutes, 08 Seconds East 353.02 feet to an iron monument; thence North 89 degrees 37 minutes 52 seconds East 160.19 feet to the east line of said Section 24 and the easterly line of said Sub Lot A of Section 24, Township 137, Range 41; thence South 00 degrees 09 minutes 04 seconds East 302.19 feet along the east line of said Section 24 and along the easterly line of said Sub Lot A of Section 24, Township 137, Range 41 to the point of beginning.

4. That part of the Plat of Sub Lot A, Government Lot 1, Section 24, Township 137, Range 41, Otter Tail County, Minnesota lying west of the east line of said Section 24; south of the centerline of County State Aid Highway No. 4; and northeasterly of the northeasterly right-of-way line of Trunk Highway No. 228.

together with all hereditaments and appurtenances belonging thereto, and subject to all easements, restrictions, and reservation of record, if any.

and;

WHEREAS, the City of Vergas, Minnesota, is in need of a right-of-way easement in order to construct and maintain a non-motorized vehicle and pedestrian trail over that part of Sublot A lying southerly of the centerline of State Highway 228;

NOW, THEREFORE, Michael W. Goettel and Janelle R. Goettel do hereby grant to the City of Vergas a perpetual right-of-way easement over real property legally described as follows:

All that part of Sub Lot A of Government Lot 1, Section 24, Township 137, Range 41, lying southerly of the centerline of State Highway 228.

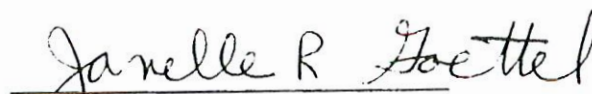
Subject to the following terms and conditions:

Grantee will construct and maintain a pedestrian and non-motorized vehicle trail approximately 8 feet in width within the easement. Grantee shall have such additional access as may be necessary to construct and maintain the trail.

The City of Vergas shall maintain in good repair the surface of the trail utilizing the easement and clear it of snow and ice accumulation as soon as practicable after a weather event.

This easement shall run with the land, is perpetual, and is binding on the heirs, successors, and assigns of Grantor.

  
Michael W. Goettel

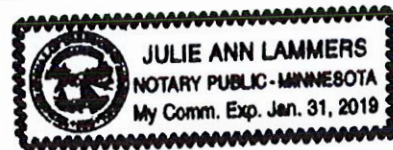
  
Janelle R. Goettel

STATE OF MINNESOTA     )  
  ) ss.  
COUNTY OF OTTER TAIL    )

This instrument was acknowledged before me this 28 <sup>December 2016</sup> day of ~~November, 2015~~  
by Michael W. Goettel and Janelle R. Goettel, husband and wife, Grantors.

Julie Ann Lammers  
Notary Public

THIS INSTRUMENT DRAFTED BY:  
Peloquin Law Office, P.A.  
Attorneys at Law  
432 Third Avenue SE  
Perham, MN 56573  
(218) 346-6900  
95680a







That part of Sub Lot "A" of Government Lot One (1), Section Twenty Four (24), Township One Hundred Thirty-Seven (137), Range Forty-One (41), Ottertail County, Minnesota, lying southerly of centerline of Minnesota Trunk Highway No. 228.

EXCEPT a tract previously conveyed by warranty deed dated July 14, 1956, and recorded in the office of the Register of Deeds, in and for Ottertail County, Minnesota, in book 330 of Deeds, Page 235, described as follows: Beginning at a point at the Northeast corner of Sub Lot "A" of Government Lot 1, in the above named County and State; thence West a distance of 80 feet; thence South a distance of 90 feet, more or less, to County Road #4; thence in a northeasterly direction following County Road #4 to the east line of Sub "A"; thence north following the east line of Sub Lot "A" to the place of beginning, also except easements of record.











**CITY OF VERGAS  
REGULAR MEETING**

**Tuesday, September 8, 2020 6:30 P.M.**

The City Council of Vergas met at 6:30 p.m., on Tuesday, September 8, 2020 in a Zoom virtual meeting with the following members present: Mayor Dean Haarstick, Council Members: Logan Dahlgren, Julie Bruhn, Paul Pinke and Natalie Fischer. Absent: none. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Dustin Nash, Loren Menz, Keith Sandau, Bridget Sutterland, Dan Snider, Steve Peloquin, Carol Albright, Bruce Albright, Peter Kastella and Barbie Porter of the Frazee-Vergas Forum.

Mayor Dean Haarstick called the meeting to order.

No citizens' concerns were discussed.

Motion by Dahlgren, seconded by Pinke to accept agenda with the following addition: Pioneer Tractor Pull and Pioneer Days. Voting yes: Pinke, Bruhn, Dahlgren and Fischer. Voting no: none. Motion carried.

Motion was made by Pinke, seconded by Bruhn to approve the following consent agenda:

- a. Council Minutes of the Aug. 18, 2020
- b. Bills paid between Council meetings and Council bills for a total of \$24,564.67.
- c. Liquor Store bills for August 2020 for a total of \$68,830.27.
- d. General Fund/Special Revenue Money Market Account Report
- e. COVID19 Spending Report
- f. 2020 Budget Comparison
  - i. General
  - ii. Water
  - iii. Sewer
- g. Late water/sewer bills
  - i. COVID19 applications-no one has applied

Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Council was asked they would be interested in allowing the Pioneer Tractor Pull and Pioneer Days to use property in the Vergas City Limits. The only property Lammers knew of large enough to hold the event would be the City property on Lake Street. Council asked for more information before they could decide if property could be used.

Jack Rosenthal of Compass Consultants Inc. has provided a survey of Pelican Avenue properties for Dustin Nash and Keith Sandau. The City street committee has discussed proposal and recommends keeping Glen Street right of way at 66 feet for future development. Loren Menz reviewed his property and feels his property line should also be moved if this proposal is approved. Property owners would like to meet and discuss a proposal for next month's meeting.

Dan Snider representative of Colonial Life presented a pre-tax benefit for City employees. A \$10,000 life insurance policy will be paid for by Colonial Life to all employees who speak with Colonial Life. Motion by Pinke, seconded by Dahlgren to allow Colonial Life to provide benefit to City employees as an employee paid payroll deduction. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.



Motion by Bruhn, seconded by Pinke for the City of Vergas to waive the monetary limits on municipal tort liability established by Minnesota Statutes 466.06 accepting liability coverage limits of \$1,000,000 on a single occurrence from the League of Minnesota Cities Insurance Trust. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Kolbinger reviewed 2019 Street Project. Anderson Brothers filled cracks and placed epoxy on curb on September 5, 2020 and DuFrane stated there were more cracks. DuFrane and Kolbinger will review new cracks. The City street committee has met and recommends we keep a 66 foot Right of Way on Glen Street. Discussed the infiltration system on Diane and Eva project which DuFrane and Kolbinger will review for October Council meeting. Motion by Dahlgren, seconded by Bruhn to approve the KLJ task order for Glenn Street Right of Way and the estimates for the infiltration system for standard hourly rates. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Park and Trail Advisory Committee reports were reviewed. Albright requested to have a part-time parks department employee for \$5000.00 in 2021. Albright questioned expenditures for the park board. Lammers explained the park board advisory board does not have authorization to spend money; they are to make recommendations to the Council. DuFrane does have authority to spend up to \$1,000 for Council approved budgeted expenses. Discussed putting a curb along the parking lot by the beach. A berm (curb) will stop the beach from washing out after each rain.

Discussed steps by the wall and boardwalk to Frazee Avenue. Motion by Pinke, seconded by Fischer to spend \$1,000 on steps. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried. Discussed artificial wood (like trex) for steps. Motion by Pinke, seconded by Fischer to amend motion to spend \$1,500 if they include artificial wood. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried. Motion by Bruhn, seconded by Fischer to approve Driveway Service proposal of \$2000.00 to put in berm. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Economic Development Authority/Housing Redevelopment Authority (EDA/HRA) report was reviewed.

Planning Commission report was reviewed.

Yard waste committee met due to complaints from Otter Tail County. Dumpsters have been moved and there has been no garbage placed at yard waste since meeting.

Bruhn reviewed CDH-Vergas Fire Board report. Remodeling project has been completed. Requested \$4,400 for masks be paid for out of cares funding. Motion by Bruhn, seconded by Bruhn to spend \$4,400 for masks for fire department out of cares funds. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Bruhn reviewed employee performance evaluation forms. Motion by Dahlgren, seconded by Pinke to approve both supervisor and non-supervisor evaluation forms. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Lammers reviewed COVID19 procedures for the city.

Utilities Superintendent Report

Parks-Docks will be removed by September 11, 2020 and bathrooms will be closed.

Water and Sewer- Discussed electronic meters in homes and we have 35 left to install. Proposed a fee to charge property owners to read their meter if they do not have an electronic meter by December 31, 2020.



Motion by Pinke, seconded by Bruhn to charge \$10.00 to read meters manually. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried. Motion by Pinke, seconded by Dahlgren to amend motion to charge \$25.00 a month to read meters starting January 1, 2021. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried. Hydrants will be flushed before next month's Council meeting.

Streets- DuFrane asked Council to purchase a snowplow truck from the City of Detroit Lakes. Council discussed and asked DuFrane to bring a purchase proposal to next month's meeting. Motion by Dahlgren, seconded by Fischer to approve Driveway Services proposal for patching for \$3,275.00. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Lammers reviewed Liquor Store activities.

2021 Budget was discussed. Motion by Fischer, seconded by Pinke to approve Resolution 2020-006 (A complete text of the resolution is part of permanent public record in the City Clerk's office) regarding 2021 tax levy of \$229,149.00. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Haarstick stated he has attended several meetings with Lakes Country Service Association.

The business for which the meeting was called having been completed, the meeting was adjourned at 8:30 p.m.

Clerk-Treasurer Julie Lammers, CMC.

## 9/24/2020 Vergas Park Advisory Board Minutes

Meeting called to order at 1:17 p.m. by C. Albright

1. **Present:** Albright, Haarstick, Lammers, and Pinke

**Absent:** DuFrane, Goettel, Hanson

2. **August Minutes were approved.**

3. **Additions to the Agenda:**

a. Haarstick asked that the spring/drain system at Long Lake Park be repaired.

b. A correction was made to the Agenda: 5.b. The money approved by the Council (\$5000) this summer for the Trail planter was not Trail Committee money, but City money. The Trail Committee does not have any funds.

4. **Vets Memorial Park Update:**

a. Lammers noted that 12-14 people called wondering why Vergas needs two Veterans Memorials; one already exists at the City Cemetery.

b. Goettel added these comments via email after a conversation with Lyle Krieg, who relayed the Vets feel the ball field is a much better location than the Cemetery because it has higher visibility. They have contacted West Central Initiative about grants and Denise Laymon is helping with that.

- The fund raiser that Ditterich Farms were going to help with may not happen until next spring.
- They have contacted Dent Monument about pricing for granite monuments.
- They are looking at putting up a sign saying something like "Future Home of the Vergas Veterans Memorial".
- They are looking at how to get their tax exempt 501c3 status.
- They are raising funds with metal goats, of which you may have seen them in our front yard a couple weeks ago. It costs \$50 to remove the goats. Actually the goats are kind of neat.
- Soon a flyer will be ready to give out explaining the project and help raise funds. They have contacted West Central Initiative about grants and Denise Laymon is helping with that.

5. **City Council Update:** Albright relayed information from the Council meeting she attended last month.

- a. The Park Advisory Board cannot spend any money without Council approval but Utilities Superintendent (DuFrane) can spend up to \$1000 on budgeted items without Council approval.
- b. The Council did give approval to the Park Board to spend up to \$5000 earlier this summer for the planter on the Trail.
- c. Capitol Outlay money in the Park Budget can be carried over from year to year with Council approval.
- d. Council voted to keep the 2020 Budget in place for 2021.

6. **Update from Trail Committee:** Lammers reported the last meeting of the Trail Committee will be October 14 at which time the Committee will resolve. Responsibility for the Trail will then be transferred to the Park Advisory Board. She noted she has contacted a second person to build the steps to Goettel's dock. The first person she contacted decided not to do the job.

7. **Berm Project Update:** It will move forward next week because the Council has already approved it. Haarstick asked about where the water will flow into the lake. Albright asked if there is a drawing/specs or contract. DuFrane will be able to answer those questions.



**8. Long Lake Park Work Day:** is being planned by Goettel and Puetz. No date has been set yet.

**9. Other Discussion:** Concerns were expressed about adding more asphalt parking areas at Long Lake Park, fixing the spring/drain system installed in 1993, which no longer functions properly, the idea of turning the lower parking lot into park area, and which money can be "saved" for next year.

a. Lammers explained that Park Board money "left over" at the end of the year may or may not be put back into the Park Board budget for next year, depending on the entire City budget. For example, if the City Budget was \$200,000 and the City spent \$180,000, the remaining \$20,000 would be distributed to each department based on need.

b. Currently, the Park Board has \$2500 remaining in Engineering with no Engineering money allocated for 2021. The Event Center and Parks Budgets received the deepest cuts for 2021. In addition there is \$5000 remaining in Improvement, though Lammers said we should check with DuFrane to confirm that figure. Approximately \$2000 of that Improvement fund will be used for the Berm Project. There is also about \$2000 remaining in Operating Supplies and \$900 in Repair and Maintenance. Perhaps new garbage cans could be purchased yet this year with some of the remaining money; and some engineering for an overall plan at Long Lake Park could be started.

c. These concerns can be addressed at the October meeting during which Long Range Planning will begin.

**10. The meeting was adjourned at approximately 2:00 p.m. The next meeting will be Thursday, October 22, 2020 at 1:00 p.m. in the Event Center.**

Topic: Vergas Public Hearing and City Council Meeting Zoom Meeting

Time: December 8, 2020 06:30 PM Central Time (US and Canada)

Join Zoom Meeting <https://us02web.zoom.us/j/2670942170>

To call into meeting dial +1 312 626 6799 US (Chicago) Meeting ID: 267 094 2170

CITY OF VERGAS

COUNCIL AGENDA

Virtual Zoom Meeting-cityofvergas.com

6:30 P.M. on Tuesday, December 8, 2020

(Reminder the Frazee-Vergas Forum is recording this meeting and all information discussed is public information)  
(In order to run an efficient meeting, please do not repeat comments and limit them to 3 minutes or less.)

1. Call to order
2. Citizens' Concerns - *Council will recognize citizens who may have items for the Council. Citizens please state your name and address for the record. Council may ask questions for clarification or explanation, but no council action will be held on these items.*
3. Additions or Deletion to Agenda (City Council or City Staff Only)
4. Approval of Consent Agenda. *The following are non-controversial items intended to be approved with one motion, without discussion. If a council member, staff, or member of the public would like to discuss an item(s), please ask that it be removed, and it will be placed elsewhere on the agenda.*
  - a. Council Minutes of the November 10, 16 and 20, 2020
  - b. Bills paid between Council meetings and Council bills
  - c. Liquor Store bills for November 2020
  - d. General Fund/Special Revenue Money Market Account Report
  - e. 2020 Investment Schedule/Bond Schedule
  - f. Late water/sewer bills
    - i. COVID19 applications-no one has applied
  - g. Polling Place Designation
5. Construction Permits –
  - a. 111 Main St – sign
  - b. 540 Pelican Avenue-door and ramp
  - c. 360 Pelican Avenue – 28x28 garage
6. 2021 Licenses
  1. Liquor -
    - a. Billy's Corner Bar
    - b. Skal
    - c. Otter Coffee (wine)
    - d. Olson Oil (3.2 off sale)
    - e. Lion's Club (3.2 on sale)
  2. Cigarette License
    - a. Vergas Municipal Liquor Store
    - b. Cenex
    - c. Olson Oil
7. Committee Reports
  - a. Streets
    - i. Snow plowing
    - ii. Glen Street vacations
  - b. Park Board
  - c. Economic Development Authority/Housing Authority
  - d. Planning Commission
  - e. Event Center
  - f. Water/Sewer
    - i. 2021 Water Budget



- ii. 2021 Sewer Budget
- g. Personnel
- 8. 2021 Fee Schedule
- 9. Staff Reports
  - a. COVID-19 City Update
  - b. Utilities Superintendent Report
    - i. Parks
    - ii. Water and Sewer
    - iii. Streets
    - iv. West Lake Street Property
  - c. Liquor Store Manager Report
    - i. Liquor Store Electronic Sign
    - ii. Transfer
- 10. Employee Training
  - a. MN Rural Water Conference – Aug.24-26, 2021 (DuFrane) St Cloud
  - b. MN Clerks & Finance (Lammers) St Cloud
  - c. Clerks Advanced Academy-September 2021 (Lammers)
  - d. LMC, Loss Control Workshop (DuFrane, Engebretson, Lammers)
  - e. League of MN Cities Annual Conference (Mayor, Council & Lammers)
  - f. Municipal Beverage Association (MMBA), (Lammers) Arrowwood
- 11. Mayor's Report
- 12. Adjournment

**CITY OF VERGAS  
REGULAR MEETING**

**Tuesday, December 8, 2020 6:30 P.M.**

The City Council of Vergas met at 6:30 p.m., on Tuesday, December 9, 2020 in a Zoom virtual meeting with the following members present: Mayor Dean Haarstick, Council Members: Logan Dahlgren, Julie Bruhn, Paul Pinke and Natalie Fischer. Absent: none. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Steve Peloquin, Shane Poss, Sherri Hanson, Mike Goettel, Scott Kolbinger and Barbie Porter of the Frazee-Vergas Forum.

Vice Mayor Julie Bruhn called the meeting to order.

No citizens' concerns were discussed.

Motion by Pinke, seconded by Fischer to accept agenda with the following additions: mowing bills, Resolution for Vacation and Lion's Gambling permit. Voting yes: Pinke, Bruhn, Dahlgren and Fischer. Voting no: none. Motion carried.

Lammers present 2 unpaid mowing bills to Council. Motion by Pinke, seconded by Fischer to put mowing bills of parcels 82000500027900 for \$130.00 and 820005000278008 & 9 for \$230.00 on their property taxes. Voting yes: Pinke, Bruhn, Dahlgren and Fischer. Voting no: none. Motion carried.

Mayor Dean Haarstick joined the meeting.

Motion by Bruhn, seconded by Pinke to approve resolution 2020-009 (A complete text of the resolution is part of permanent public record in the City Clerk's office) regarding vacating Lover's Lane, East Railway Ave and part of Nesbitt Avenue. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Motion by Bruhn, seconded by Pinke to approve Lion's calendar gambling permit for March 1, 2021. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Motion was made by Bruhn, seconded by Pinke to approve the following consent agenda with the removal of late water/sewer bills.

- a. Council Minutes of the November 10, 16 and 20, 2020
- b. Bills paid between Council meetings and Council bills for amount of \$86,227.81
- c. Liquor Store bills for November 2020 for the amount of \$74,662.74
- d. General Fund/Special Revenue Money Market Account Report
- e. 2020 Investment Schedule/Bond Schedule
- f. Late water/sewer bills
  - i. COVID19 applications-no one has applied
- g. Polling Place Designation (resolution 2020-010 (A complete text of the resolution is part of permanent public record in the City Clerk's office)

Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Late Water/sewer bills were discussed. The COVID19 application is being sent out with late bills.

Motion by Dahlgren, seconded by Pinke to approve the following: construction permits for 111 Main St for sign, 540 Pelican Avenue for ramp and door and 360 Pelican Avenue for 28x28 garage. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Motion by Dahlgren, seconded by Bruhn to approve the following 2021 Licenses Liquors when all paperwork is completed for Billy's Corner Bar, Skal, Otter Coffee (wine), Olson Oil (3.2 off sale), Lion's Club (3.2 on sale) and Cigarette License for Vergas Municipal Liquor Store, Cenex and Olson Oil. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Discussed plowing on gravel roads. Motion by Bruhn, seconded by Pinke for street committee to review and bring recommendation to the Council with revised policy. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Peloquin reviewed the process of getting transfers on Glen Street. All deeds need to be signed by all first before we can vacate and dedicate Glen Street. Motion by Bruhn, seconded by Pinke to approve resolution 2020-011 (A complete text of the resolution is part of permanent public record in the City Clerk's office) regarding having a public hearing vacating current Glen Street and dedicating Glen Street on new private property and schedule public hearing for January 12, 2021 at 6:30 pm. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Sherri Hanson reviewed the Park and Trail Advisory Committee. Hanson questioned who oversees the park improvements: pickle board court, Veteran's Park ect. Who oversees projects on City property? Discussed liability and insurance – City responsibility. Where does the responsibility lie? The park board is creating a citizen sub-committee led by Maggie Putz for helping with park board activities. Park Board is working on long range planning and will be a part of the comprehensive plan. They are discussing a policy of replacing a tree anytime a tree is taken down. Discussed Goettel property with easement for trail and putting in steps on their property. The County has stated they will not allow steps in the County easement area but would review any permit the city provides. Kolbinger reviewed safety and what items would be able to be used as steps with the issue putting steps by wall would give public access to the trail. Goettel stated he would not rule out any ideas they just need to be able to get to their property. Motion by Pinke, seconded by Fischer to approve a task order with KJ Engineering to work on this project with Mike Goettel for up to \$1,000.00. Voting yes: Pinke, Bruhn, Dahlgren and Fischer. Voting no: none. Motion carried.

Economic Development Authority/Housing Redevelopment Authority (EDA/HRA) report was reviewed.

Planning Commission report was reviewed with no recommendation for Council. The property owners at 88 Park View has given the City of Vergas a quote for \$2,5000 from Ness Backhoe, Inc. to put in a berm. Motion by Dahlgren seconded by Fischer to spend \$2,5000 on berm to be completed by Ness Backhoe, Inc.



with funds being distributed from ½ streets and ½ parks. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Event Center smart room was discussed. Motion by Pinke, seconded by Fischer to sign contract with Viking Library System for changing the Vergas Council Chambers into a smart room. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Motion by Pinke, seconded by Dahlgren to approve 2021 Water and 2021 Sewer budgets. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried. Motion by Pinke, seconded by Dahlgren for rate increase in Water Accessory Fees and Sewer Accessory fees to \$750.00 each and water rate increase of the base rate to \$28.00 and \$3.50 per 1,000 gallons of water used and sewer rates increase of the base rate to \$28.00 and \$2.50 per 1,000 gallons of water used. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Bruhn reviewed a newly elected officials training with League of MN Cities. Motion by Pinke, seconded by Fischer to allow Council members to attend at a cost of \$175.00 each. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Approved keeping the 2021 fee schedule the same as 2020 with the exception of the water and sewer rates.

Lammers reviewed COVID19 procedures. No changes have been made.

Utilities Superintendent Mike DuFrane provide written report:  
Public Utility Superintendent Report, December 2020

1. Water

- a. Water tower is being run manually. We are running approximately 25000 gallons a day. On 12-16-2020 we will be filling up to 100000 gallons of water for the fire training burn.
- b. New Power Supply For treatment plant was installed 12-2-2020 by Zitzow Electric.
- c. KLM 10-year service agreement.

Motion by Bruhn, seconded by Pinke to approve the 10-year agreement with KLM engineering for \$9,300 paying \$930 a year. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

2. Streets

- a. We have received the snow bucket from General Equipment

3. Wastewater

- a. Annual inspection was not completed at this time due to malfunction of crane. Task should be completed this week.

4. The City Farm.

- a. Propane tank was left out there.
  - a. Should we sell it?
  - b. We have been recycling materials from the farm.

DuFrane stated the Control Panel for the water tower would be install on Monday, December 14, 2020. Pinke stated he would contact of the owner Nick Larson to remove the propane tank.

Liquor Store Manager Lammers informed Council electronic sign will be installed Tuesday and the Liquor Store has \$5,000 to transfer to the general fund. Motion by Fischer, seconded by Pinke transfer \$5000.00 from the Liquor Store Fund to the General Fund. Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Motion by Bruhn, seconded by Dahlgren to allow the following employee trainings:

- a. MN Rural Water Conference – Aug.24-26, 2021 (DuFrane) St Cloud
- b. MN Clerks & Finance (Lammers) St Cloud

- c. Clerks Advanced Academy-September 2021 (Lammers)
- d. LMC, Loss Control Workshop (DuFrane, Engebretson, Lammers)
- e. League of MN Cities Annual Conference (Mayor, Council & Lammers)
- f. Municipal Beverage Association (MMBA), (Lammers) Arrowwood
- e. MPCA, (DuFrane)

Voting yes: Bruhn, Pinke, Dahlgren and Fischer. Voting no: none. Motion carried.

Haarstick thanked City residents for allowing him to be on Council these past 31 years. Council Members thanked Haarstick for serving. Haarstick was presented a plaque.

The business for which the meeting was called having been completed, the meeting was adjourned at 8:00 p.m.

Clerk-Treasurer Julie Lammers, CMC



**4.22.2021 Minutes from Vergas Parks & Rec Advisory Board Meeting  
3:30 p.m. Vergas Event Center and ZOOM**

1. **Attendance/Present:** Sherri Hanson, Steph Hogan, Maggie Puetz, Carol Albright, Matt Erickson, Mike DuFrane. Citizens present: Bruce Albright, Lyle and Pam Krieg, and Darin Trites.

**Attendance/Absent:** Julie Lammers and Paul Pinke.

2. **April Minutes** were approved with a motion by Steph and a second by C. Albright.

3. **Additions to the Agenda:**

- a. Budget
- b. Brick Planter
- c. Tree Planting/Peterson Park
- d. Art Walk
- e. Mulch at Playgrounds
- f. Park Dedication Fund

4. **Weiby Property Update:** Ryan Weiby has agreed to the platform plan designed by the City and county engineers. It will be placed next to the Boardwalk at the base of the road ditch. The railing that has to be removed will be added to the platform. The Council had approved the plan for Goettels but will need to approve it again for the new property owner, Ryan Weiby. Lammers has contacted Summers Construction to build the platform. A second bid is not required because the cost is \$1000.

The Board does not object to Weiby driving on the Trail when he needs to install and remove his docks each season.

5. **Beach Drainage Update:** DuFrane reported several of the blocks in the parking lot at the beach had been moved today to decrease erosion. Some blocks cannot be moved because they are attached to the asphalt. A new parking lot would solve the problem, in DuFrane's words. When asphalt is available he will fill in holes along the curb.

Councilman Bruce Albright added these repairs are also needed to stem erosion:

- a. Move more of the berm and patch/fill with asphalt
- b. Clean the drain by the shelter
- c. Change direction of roof drainage on the shelter

Eventually, a more permanent solution will be needed for the drainage issue.

Another beach question arose: When will the sand be put down? Two loads will be added to the beach sometime in May after the road restrictions are lifted.

6. **Pickle Ball/Basketball Courts Update:** The Committee continues to fundraise. They have a 4' x 8' sign to display at the entrance to the ball diamond which Justin Helmeke has agreed to install. DuFrane asked if the sign is too big according to the sign ordinance in Vergas. **Hanson will check with Lammers about the ordinance.** Meanwhile, a motion by Hanson with a second by Hogan to install the sign if it meets City ordinance sign requirements was passed.

Bruce Albright asked if the court could be moved 80'-90' north to open up more parking. Carol Albright asked if there should be a form or contract with a checklist for projects like this. Sailer will try to get a copy of the one used by the Brainerd Parks & Rec Department for whom he worked.