

Street/Sidewalks/Yard Waste Committee Meeting Minutes
Government Services Center
February 4, 2025

1.) A meeting of the Vergas Streets/Sidewalks/Yard Waste (SSYW) Committee was held on Tuesday, February 4, 2025 at 9:00 AM at the Vergas Government Services Center. Present was Bruce Albright and Paul Pinke, Vergas City Council; Julie Lammers, City Clerk; Mike DuFrane, Utility Superintendent; Dwight Lundgren, Guest; Blaine Green, Widseth (via Zoom); and James Stenger, Guest, (via Zoom). Albright, called the meeting to order at 9:07 AM.

2.) Agenda Additions/Deletions. Lammers wanted to add dust control, yard waste, and snow removal. **Motion** by Pinke to approve the revised agenda, **seconded** by Albright, **approved**.

3.) Minutes for the 10/29/24 SSYW Committee meeting were presented. **Motion** by Pinke to approve, **seconded** by Albright, **approved**.

4.) Development on Parcel # 82000500027009. Albright said this is the parcel located at the intersection of County Road (C.R.) Number (No.) 4 and 35, owned by Lorz Real Estate Holdings, LLC. They are looking at developing the property this summer. Albright said this property was also discussed at the last Planning and Zoning Committee meeting. The City redid the zoning map, and the property was zoned C-1, Central Business District. The owners feel that it should be zoned C-2, Commercial District, since it is "outside" of the C-1, Central Business District. Albright felt this could be corrected by changing the map.

The developer would like to use C.R. No. 4 and an unnamed platted road to access the development. This road was platted with the Bennett's South View Addition (ADDN). Lammers has checked with the County, and this road has 66' of dedicated right-of-way (R/W). It was never adopted by the City as one of our streets, nor does Lammers feel that it has been named (unless it is on the platt?). DuFrane questioned if we maintain this road, the landowners on Iris Lane (LN) may also want City maintenance. Lammers said naming the road could also change area addresses. During the development of the Lorz project, there should be an opportunity to meet with the other landowners on this road to see if they are interested in making the road a City street.

5.) Alley/Parking Lot. Copies of the draft Construction Plans were distributed by Lammers. Green said the plans are about 90% completed. DuFrane questioned if the project will include signage, so those costs can be incorporated into the bond? DuFrane felt a good sign location would be the intersection of South (S) 1ST Avenue (AVE) and Linden Street (ST). Parking spots in the parking lot were discussed. Currently, Widseth has them designed as perpendicular parking. The Committee said we talked only entrancing the lot from Linden AVE, and perhaps angled parking would work better? Trailer parking should also be designated on the east side of the lot. We're going to need a spot for the cardboard recycling dumpster by the alley. DuFrane said we also need a bike rack near Linden AVE. He also questioned if we needed a handicap parking space? Green said he would check the Americans' with Disabilities Act (ADA) requirements. Lindberg felt we should contact the utility companies in the project area, so if any changes are needed, there is time to get them completed. Albright said that in terms of a project timeline, we talked about maybe doing the work after Loony Daze.

DuFrane said we are cutting the south Main Street sidewalk for the storm sewer work by the Post Office. He questioned if we should also look at replacing the sidewalk in front of the Liquor Store at the same time? The Committee felt because part of the sidewalk is actually the County's, we should check with them on their thoughts regarding this possibility. Albright

questioned if there was a need for an assessment hearing? Green said current project cost estimates are in line with what was discussed at the time of the feasibility report hearing. Therefore, there's not a legal requirement for a second hearing.

Questions were asked if the project meets the drainage needs of Vergas Ford and the alley drainage? Their water is supposed to drain north along S 1ST AVE, but if there's any blockage in the curb line, it will backup into his building. Haarstick says the alley has to be low enough in elevation to take the water east, down the alley, if needed. Green said they have enough information to adequately address this issue. There was also discussion if we should look at taking the roof drainage (2 spots) off the Municipal Building and draining it directly into the storm sewer? Albright said this has worked well for the grocery store. Green said he can look at adding this to the plans.

Green said he would like today's SSYW meeting to make a Council recommendation for their 02/10/25 meeting for them to advertise for construction bids. **Motion** by Pinke to make said recommendation, **seconded** by Albright, **approved**. Green had another meeting to attend, so left the meeting.

6.) East (E) Lake ST R/W. Lammers said she will meet this afternoon with City Attorney, Tom Winters, on the status of the easements. Supposedly, he's ready to present the easements to the affected landowners.

7.) Handicap Parking. The Hardware Store has agreed to the placement of a handicapped parking spot on Main Street in front of their building. The County has been informed, and intends to paint the spot this spring, when conditions permit. The County will also be adding a crosswalk on S Railway AVE.

8.) For right now, the County's work with TRAINFO is on hold. Lindgren said he is trying to contact the RoadMaster. DuFrane had a contact, Jeff Hoben, 320-760-0930. Lammers said there was another 1.5 hour delay on 02/01/25. The County is still looking for options in Perham and Vergas.

9.) Sidewalk Snow Removal. DuFrane said we have two sections of "public" sidewalk which are not being maintained this winter. They are along North (N) Railway AVE (Billy's) and N 1ST AVE (Merel Kvam). **Motion** by Pinke to have Lammers send the noted parties a letter regarding winter sidewalk maintenance requirements along with a copy of our sidewalk map. **Seconded** by Albright, **approved**.

10.) Budgets - Goal Setting. Albright questioned if there were any leftover 2024 street funds that could be carried over to 2025? Looking at the budget, there is \$500 left in the City Shop; \$1,500 in sidewalks; and \$1,500 in the recycling budgets that could be carried over with Council approval. **Motion** by Albright to request said transfers. **Seconded** by Pinke, **approved**.

11.) Dust Control. Last summer was the first time we've used dust control (Glenn ST by Loren Menz's). We have a \$2,500 line item in the 2024 and 2025 budget for this work. The Committee's policy to date, has been that we will look at dust control on an "as needed" basis, complaint driven. The City's "Special Assessment and Trunk Area Policies and Procedures for Public Improvements and Maintenance Costs", adopted October 3, 2011, doesn't reference specifically "dust control". Section 2 of said Policy, and costs eligible for special assessment, says nothing about this issue. DuFrane said one option for paying for the work, is to assess the people requesting the work. Albright felt most often, it's other people's traffic that is causing the problem. DuFrane said we've had numerous requests in the past for dust control,

such as Bruce Sonnenberg, Shane Poss, and Rosemary Sandau. Sandau lives on Townline Road (RD), which we share costs with Hobart Township (76% - City, 24% - Township). We primarily do the winter maintenance and they do the summer work. However, DuFrane said for some reason, that portion of the road south of the railroad tracks, seems to be in better condition. Roughly, it costs about \$1.00 per foot to apply dust control. Lammers will do some checking to how other Cities and neighboring Townships handle the issue of billing costs.

12.) Recycling Site. Lammers said recently, the Lions aluminum cans were stolen. The camera on site didn't work that well in identifying the culprits. The camera malfunctioned because we don't have wifi on the site. It costs \$12.64 to have the cameras onsite. Albright felt a motion detector/deer camera would take all the pictures we need. The camera could be placed on or near the sign recently erected. A lock box can be purchased (\$30). Albright thought that even if the camera wasn't functional, it would still deter illegal dumping. He will bring some recommendations to the next SSYW meeting.

13.) Snow Removal. There was discussion about the large pile of snow behind the Post Office/Vergas Government Services Center. The snow came from Paul Bruhn's property, and was piled there by Merle Quam. In looking at the pile, Albright felt right now, it's primarily contained on his property. Lammers said the City's January Newsletter contained an article on State Statute's regarding R/W use and placing objects on roads. Lammers felt the snow pile was an obstruction for people parking behind the Government Services Center, and backing out into the alley. Albright felt if we get more snow this winter, the pile will soon extend onto other's property, and we can address the issue then. Lammers said the location of the pile, and when it melts this spring, especially if the storm sewer is frozen shut, could cause flooding problems for the Post Office.

A complaint was filed yesterday regarding snowplowing on Parkview Drive, by the Assisted Living. The complainant's daughter got stuck trying to avoid the snowplow on her way to school. DuFrane described the situation. The complaint basically dealt with the delayed snow removal. Lammers will send a response.

14.) Next Meeting. A date for the next SSYW Committee meeting was not scheduled at this time, and will be scheduled "as needed". When necessary, Committee members should check their schedules and get back to Lammers with possible meeting dates.

21.) Adjournment. Albright adjourned the meeting at 11:00 AM.

Respectfully prepared and submitted by;

Bruce E. Albright, City Council Member

Council Recommendations:

- Authorize Widseth to advertise for construction bids for alley/parking lot project.
- Transfer leftover 2024 funding for City Shop, Recycling Center, and Sidewalks to 2025 budgets.

Follow up Actions:

- Continue to work on budgets, and future road funding needs.
- Continue to work on snow removal, sidewalk, and parking ordinances/policies to address concerns.
- Continue to work with the Community Club on possible lighting changes for Main ST, maybe coordinate with County road project(s).
- Research options for W Lake ST funding. R/W acquisitions. Meet w/Candor Twp.
- Meet with Garrett Dahlgren/Heath Courynea regarding W Sunset Strip R/W.

- Dust Control Policies.

Future Meeting Agenda Items:

- New City streets by C.R. No. 4 and Loon Lake.