

Clerk-Treasurer Council Report

Date: August 2026

Otter Tail County EMS Meeting

Pelican Rapids EMS Primary Service Area, which will be held on **Monday, August 24, at 6:30 pm in Fergus Falls**. This was rescheduled after learning that MAT is holding a District 9 meeting on August 17.

Event Center

Request for Pergola to be pressure washed and stained (see quote).

Tax Rebate:

Hearing needed: The following parcels needed to amend abatement agreements due to parcel information (County hearing is scheduled for September 8).

Colton: The new parcel # is 82000990250000. When he applied in 2024, we approved 82000990249000.

Hunter: The new parcel # is 82000990243000. When he applied in 2024, we approved 82000990244000.

Website Refresh Project

Coordinating updates to the city's website to improve accessibility, organization, and ease of use for residents.

PAULNET:

1. The \$1,450 is all-inclusive. The \$200 for .gov domain registration is a line item within that total, not an add-on. The full breakdown is: \$950 for redesign, content migration, and platform transition; \$200 for .gov registration and forwarding of cityofvergas.com; \$300 for WCAG 2.1 AA accessibility remediation. There are no separate charges.

2. This is a full redesign, not a refresh. The proposal replaces the current 16-year-old layout entirely — new page templates, modernized navigation, a mobile-responsive design, and quick-access links to the pages residents use most. It also moves the site onto Common Good CMS, a newer platform. The existing design is not being patched.

3. On the usability concern from the Comprehensive Plan: that is precisely what this project is meant to address. The current site predates mobile browsing as the norm, and the redesign is built around it.

4. One item that may not have been clear: the City's meeting agenda and packet builder is custom software specifically for municipal use. It is included in the migration at no additional cost and will continue working the way you use it today. Outside vendors quoting \$5,000–\$10,000 would be providing a general-purpose CMS; replacing the agenda builder's functionality would be a separate scoping conversation with any of them or would be a different software vendor, and is worth asking about directly when those quotes come in.

GovPilot:

Cost

1. \$200 for .gov domain registration
2. \$6,400 for web design and site \$3,400 for year 2 and 3.
3. Need to provide a program for Council agenda and packets.
4. See City of Bloomington MN for example.

Grass Letters

Updated grass notification (request for approval) and request to send one notice a year to our residents.

Planning Commission

- Ordinance book updates are under review and will be forwarded to Council with recommendations.
- Continuing work on nuisance property concerns throughout the community.

Grants

WCI Solar Grant -Event Center

- Grant approved: \$75,384.00
- Funds received:
 - Battery Backup Grant: \$28,896.23 (covers the full cost of the battery backup system)
- Installation has been completed and final inspector approved.
- Received an Otter Tail County rebate of \$36,000.
- A Giraffe Financial tax credit account has been established for management of applicable tax credits.

WCI Solar Grant – Fire Hall

- Grant applied for.
- Otter Tail County rebate
- A Giraffe Financial tax credit account has been established for management of applicable tax credits.
- Loan Applied but not received.

MDH Implementation Grant

- Grant awarded: \$15,000
- No local match required.
- The grant will fund a portion of the Wellhead Protection Plan, specifically installation of fencing around the water treatment plant.
- Grant agreement has been signed.
- The Utilities Superintendent will coordinate installation. Council agreed to installation for \$15,990.

2026 Elections

- Election dates:
 - Primary Election: August 11, 2026 (63 residents voted)
 - General Election: November 3, 2026
- Candidate Fillings:
 - Mayor: James Stenger
 - Council Member: Paul Haarstick and Alex Ohman

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