

CITY OF VERGAS
PLANNING COMMISSION MINUTES
Monday, January 25, 2021
6:30 pm
Zoom Meeting

The City of Vergas Planning Commission was held on Monday, January 25, 2021 at 6:30 pm on Zoom with the following members present: Bruce Albright, Van Bruhn, Robert Jacoby, Natalie Fischer and Paul Pinke. Absent: None. Also, present Clerk- Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane and Barbie Porter of the Frazee-Vergas Forum.

Lammers called the meeting to order.

Planning Commission meetings will be held the fourth Monday of the month at 6:00 pm. in 2021.

Motion by Bruhn, seconded by Pinke to nominate Bruce Albright as chairman. Voting yes: Bruhn, Pinke, Fisher, Jacoby and Albright. Voting no: none. Motion carried.

Motion by Bruhn, seconded by Pinke to nominate Natalie Fischer as vice-chairman. Voting yes: Bruhn, Pinke, Fisher, Jacoby and Albright. Voting no: none. Motion carried.

Bruce Albright began to chair the meeting.

No additions or deletions were added to the meeting.

Motion by Pinke, seconded by Fischer to approve the minutes of the November 23, 2020 meeting. Voting yes: Pinke, Jacoby, Fischer and Bruhn. Voting no: none. Motion carried.

Old Business:

Discussed nuisance property at 421 W Lake Street regarding grade and fill permit. Letters have been sent to the property and they have not responded to the letters. Motion by Pinke, seconded by Fischer to use standard operating procedures and send a certified letter to property owners regarding the dirt movement of 421 W Lake Street. Discussed the need to apply for a right-of-way permit at this property or a construction permit. Motion by Pinke, seconded by Fisher to amend the motion to include a right-of-way permit with the letter. Motion carried. Voting yes: Pinke, Jacoby, Fischer and Bruhn. Voting no: none. Amendment carried. Voting yes: Pinke, Jacoby, Fischer and Bruhn. Voting no: none. Motion carried.

Discussed letter from Joel Quanbeck, KLJ Engineering regarding the comprehensive plan and costs of providing the plan. The base plan would cost \$18,800 and additional items costing up to \$24,000 for a total of \$42,800.00. Discussed how the comprehensive plan would be paid for, City share will be paid out of general fund. Council approval is needed to apply for grants and/or spend general funds. Discussed property taxes and what property owners pay. Lammers will provide information regarding how many tax paying parcels are in the City and what the fair market value of Vergas is. Motion by Fischer, seconded by Pinke to recommend to Council to apply for grants to fund the study for the comprehensive plan for \$18,800. Voting yes: Pinke, Jacoby, Fischer and Bruhn. Voting no: none. Motion carried.

Adam and Tara Dresen, owners of 88 Park View Drive provided a bid from Ness Backhoe, Inc. for the berm, the city engineer had recommended for the drainage on their property. Council approved spending the \$2,500 on the berm. Berm should be completed this spring.

Townline Road easement was discussed to allow City to cut trees. Information needed before we can move forward: Is this a minimum maintenance road; how do we get road right-of-way; is this a township road and who built the road? Discussed width of Town Line Road as it is a statutory road due to length of time it has been used as a road. Discussed sub-division of parcels, the requirement of a 66-foot road and public land use. Commissioners need more information before making any decisions, Lammers will get documentation and history for February meeting. DuFrane questioned Commissioners about hiring Sonnenberg Excavating regarding trimming the trees over the road.

Pinke asked commissioners about Tom Bunkowske land between Glen Street and W Lake Street. If land is developed, will the City add water and sewer to the parcels? City engineering firm provided cost estimate on adding water and sewer in this area a few years ago. DuFrane stated this would be expensive. Pinke asked if developers could install wells and septic systems. Dufrane stated that if homes are within 200 or 400 feet of City services, they must hook-up. Discussed issuing a wavier if it is not feasible. More information is needed before responding to this request.

The next meeting will be January 25, 2020 at 6:00 pm.

Meeting adjourned at 7:27 pm.

Secretary,

Julie Lammers, CMC Clerk-Treasurer
City of Vergas

Follow Up Actions:

Lammers to discuss Vergas Truck Route and parking on 1st Avenue with County Engineer.

Lammers will find grants for comprehensive plan.

Lammers will send 421 W Lake St a certified letter for grade and fill permit and right-of-way permit.

Ness Backhoe to build berm at 88 Park View Drive.

Lammers will get documentation and history for February meeting regarding Town Line Road.

Actions Completed and Removed from Follow up:

Lammers will provide number of parcels and fair market value of the City of Vergas

-Taxes Payable in 2021 data: 344 Parcels with an estimated market value of \$41,389,000.

Council recommendations:

Approval to apply for grants for comprehensive plan.