

COUNCIL
MINUTES
VERGAS EVENTS CENTER & ZOOM
Tuesday, February 8, 2022

The City Council of Vergas met at 6:30 pm, on Tuesday, February 8, 2022, at the Vergas Event Center and on a Zoom for a hybrid regular council meeting with the following members present: Mayor Julie Bruhn, Council Members: Natalie Fischer, Bruce Albright, Paul Pinke and Logan Dahlgren. Absent: none. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Barbie Porter of the Frazee-Vergas Forum, Carol Albright, Attorney Tom Winters and Engineer Scott Kolbinger.

Call to Order

Mayor Julie Bruhn called the meeting to order.

Citizens' Concerns

No citizens' concerns addressed.

Agenda Additions and Deletions

Motion by Pinke, seconded by Fischer to approve the agenda with the following additions: Park Board.
Motion passed unanimously.

Approval of Consent Agenda

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

Council Minutes of the January 11, 2022

Bills paid between Council meetings and Council bills totaling \$38,677.14.

Liquor Store bills for January 2022 totaling \$56,435.37.

General Fund/Special Revenue Money Market Account Report

2022 Investment Schedule/Bond Schedule

American Rescue Plan Funding 2021-2026

Late water/sewer bills

Vergas Lion's MN Gambling Permit for June 11, 2022.

Motion passed unanimously.

Committee Reports

CDH-Vergas Fire Board Report

Julie Bruhn reviewed the Fire Board Report provided in the Council Packet regarding the annual meeting on February 1, 2022.

Comprehensive Planning

Julie Bruhn updated Council on the Comprehensive Plan and encouraged Council members to encourage others to fill out the survey by February 28, 2022.

Planning Commission

Albright reviewed Planning Commission meeting minutes of January 24, 2022, (minutes available at the Vergas City Office). Discussed grass and weed ordinance ninety-two. Motion by Pinke, seconded by Dahlgren to approve updated weed ordinance. Motion passed unanimously. Motion by Pinke, seconded by Dahlgren to schedule public hearing regarding ordinance ninety-two on Tuesday, March 8, 2022, at 6:30 pm in the Vergas Event Center Council Chambers. Motion passed unanimously.

Street/Sidewalk/Yard Waste Committee

Albright reviewed the Street/Sidewalk/Yard Waste committee meeting held on January 20 and February 7, 2022, (minutes available at the Vergas City Office). The committee is reviewing sidewalk and snowplow policies, putting the payloader purchase on hold and purchasing a different three-fourth ton or a one-ton

pickup. Committee has asked DuFrane to check into pricing and availability on both new and used pickups. Committee provided a resolution for diagonal parking along 1st Avenue from Linden to Main Street. Motion by Pinke, seconded by Dahlgren to approve Resolution No. 2022-002, (complete text available at the City Office) a resolution regarding diagonal parking along 1st Avenue. Motion passed unanimously. Lammers will provide resolution and map to Otter Tail County.

EDA/HRA

Albright reviewed the EDA/HRA meeting held on February 2, 2022 (minutes available at the Vergas City Office) with no recommendations for the Council.

Personnel Committee

Bruhn reviewed personnel committees' recommendations included in the updated personnel policy included in Council packet. Motion by Pinke, seconded by Albright to approve the provided policy with the update of full-time employees (replacing employees) under holiday's section D. Motion passed unanimously.

Event Center

Lammers reviewed the Vergas Event Center meeting held on February 2, 2022 (minutes available at the Vergas City Office). Motion by Pinke, seconded by Dahlgren to remove Lion's bar from event center contract and to provide renters information on all catering bars with liability insurance with patrons contact bar (not the City Office) provider. Motion passed unanimously. Motion by Pinke, seconded by Dahlgren to update advertising on the electronic sign at the event center giving the current advertisers first chance to continue advertising. Motion passed unanimously.

Municipal Building

Lammers reviewed quotes regarding updates in the city office. Quotes were provided to Council for updating the city office for safety and privacy concerns by providing walls around reception area. Quotes were provided by Summers Construction for \$5,600.00 and Andy Pettow Construction for \$7,988.95. Motion by Pinke, seconded by Fischer to approve the \$5,600 bid from Summers Construction with disbursement of liquor store funds. Motion passed unanimously.

Reviewed the need for an updated phone system in the City Offices and Liquor Store. A bid from Arvig was provided for phone system and phones with numbers for City Office, Liquor Store, Event Center and City Shop all being administered over the internet. Council asked for Lammers to provide a quote with no phone systems provided at the event center or city shop.

Financial

Lammers requested the cashing CD 19919 for the Street Debt Service 2006 fund as the fund currently has a negative balance in the checking account. Motion by Albright, seconded by Pinke to cash CD 19919 and transfer funds to checking account. Motion passed unanimously.

Park Board

Carol Albright reviewed the Park Board information from NDSU Landscaping program to do a project in the Vergas Long Lake Park. January Park Board meeting will not be held until February 10, 2022, when they will discuss plans provided by NDSU students.

Utility Superintendent Report

DuFrane provided following report:

Wastewater: Received our new wastewater permit. Expiration date is 01/31/2027.

Water:

- a. Treated ten million gallons of water last year.
- b. Provided invoice for DuFrane's annual water license not included in the bill listing.

Motion by Pinke, seconded by Dahlgren to pay \$23.00 to MN Pollution Control agency for DuFrane's license. Motion passed unanimously.

- c. Task order for refurbishing water filters engineering report from KLJ Engineering.
Motion by Albright, seconded by Pinke to approve task order for refurbishing water filters for \$2,500.00. Motion passed unanimously.

Engineering Contract: Kolbinger provided request for continuing contract for City Engineering with KLJ, Inc for 1 year as current contract will be completed in May. Council asked Lammers to provide guidelines for RFP for the March meeting.

Information & Announcements

Reviewed the training provided with the agenda and added the Otter Tail County Emergency Management Plan meeting on April 21, 2022, from 8:30 am to 4:30 pm. in an online meeting.

Adjournment

Meeting was adjourned at 7:38pm.

Julie Lammers, CMC
Vergas Clerk-Treasurer