

**Park Advisory Board  
2021 February Park Board Meeting  
Zoom Id number 267-094-2170  
3:30 PM on Thursday, January 21, 2021**

**1. zoom invite**

You may attend this meeting either at the Vergas Event Center or on zoom.

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

**2. Approve January Minutes**

**3. Agenda Additions and Deletions**

**4. Open Meeting Rules**

**5. Goettel's Platform Access**

Property at 1156 E Frazee Avnue has sold

New owner: Ryan Weibye

**6. Snowmobile**

a. Signage

b. Education and long range

**7. Pickleball**

**8. Citizens Group**

**9. Earth Day - April 22**

**10. Long Range Planning**

**11. 88 Parkview Drive**

A. KLJ Enginneering Estimate

B. Snowmobile Traffic

**12. 2021 Budget**

# Table of Contents

1. zoom invite	3
2. Approve January Minutes	4
5. Goettel's Platform Access	7
6. Snowmobile	10
11. 88 Parkview Drive	11
12. 2021 Budget	14

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**2. Approve January Minutes**

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**Files Attached**

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- 1.21.21 Minutes Parks Board\_PDF.pdf

## 1.21.21 Minutes Vergas Parks Advisory Board

1. **ZOOM 3:30 p.m.**
2. **2021 Budget received.** No discussion. The Budget will now be included with every meeting packet.
3. **Attendance: Sherri Hanson, Carol Albright, Steph Hogan, Julie Lammers, Mike DuFrane, Matt Engebretson. Citizens: Maggie Puetz, Paul Pinke, Mike Goettel, Adam Dresen, Joe Gehrts, Barbie Porter.**
4. **December Minutes** approved with a motion by Hogan/second by Albright.
5. **Additions/Deletions to Agenda:**
  - a. **Meeting Date Should be the Fourth Thursday**
  - b. **Skating Rink**
  - c. **Add a Member to the Parks Board**
6. **Citizens Group Report: Chair Puetz will set a meeting date and time in March at the Event Center for people who want to work with the Parks Board.** The Event Center can now hold meetings of up to 15 people if they are wearing masks and social distancing. Each Board member should invite people to join the Citizens Group. Puetz would like to plan an event for Earth Day, officially announcing the Citizens Group.
7. **Resolution: The Board will not recommend to the Council that a resolution be made granting future owners of the Goettel Property storage on City property in perpetuity for docks and lifts.** They are happy to let Goettel store his dock/lift in the Park as was agreed verbally at the time the easement was signed. However, granting storage in perpetuity for future owners doesn't seem to be in the best interest of the City. Goettel said he will pursue legal action to get the storage area secured.
8. **Plans for Goettel's Access:** The County has agreed to the plans provided by KLJ Engineering for a 4' x 8' platform abutting the Boardwalk, as has the property owner, Mike Goettel. After the Council approves the plans, **Lammers will secure the County permit.** Engineering cost was \$776. **Lammers will try to get an estimate for the platform by the next Council meeting.**
9. **Snowmobile Traffic near Parkview Drive: Albright will contact Howard Olson (ULTRA Snowmobile Club) to install 'No Snowmobiling' signs, preventing traffic on the Adam Dresen property.** Lammers will ask the Otter Trail Club to place a notice on their website announcing the change in Long Lake access.
10. **Pickle Ball Courts:** The Board agreed to recommend to the Council that the Pickle Ball Court Committee can go ahead with fundraising. Donations can be made on the City website in the Parks and Recreation Category/Vergas Community Fund/West Central Initiative. Hanson noted the gate to the Vanna property could be moved, allowing continued access for Vanna's horses; and if the hill was excavated, there might be more parking space. Size of the courts is 68' x 128'. Albright asked for a drawn plan.

**11. Projects Happening and Overseeing Projects: DuFrane prefers that project plans go through him.** There seems to be a need for better communication between project committees and City employees.

**12. Addition of “Recreation” to the Parks Board: The Council has added that designation.**

**13. Clearing of Path (Trail): Everyone agreed that keeping the Trail clean is a good thing.** It has diverted some snowmobile traffic from the Trail. A resident asked Albright if the Boardwalk could also be cleared. At present, there is no equipment to do so, except shovels.

**14. Other:**

**a. Skating Rink:** Joe Gehrts, Loss Control Agent from the League of MN Cities was invited by DuFrane to answer questions. He said the City could maintain a Skating Rink on Long Lake as long as it follows DNR guidelines: Ice must be a minimum 4” thick for skaters and 8”-12” thick for a vehicle. The City is responsible for checking the thickness. It is “pretty well protected” by MN Statute 466.03 subdivision 6e for liability. No warming area or attendant is required on site. There are no size restrictions. DuFrane is uncertain if the rink will be developed this year but will definitely be put in place next year.

**b. Adding Members to Parks Board:** The Mayor has decided to have only one Council member on the Board instead of two. Therefore, a new member can be added at this time. A motion by Hogan/seconded by DuFrane was approved to add Maggie Puetz as the new Parks Board member. She agreed to continue to chair the Citizens Group.

**c. Meetings will continue to be held on the fourth Thursday of every month, as originally agreed.** During the holiday season meetings had been held on the third Thursday.

**The next meeting will be Thursday, February 25, 2021 at 3:30 p.m. in the Event Center and via ZOOM.**

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**5. Goettel's Platform Access**

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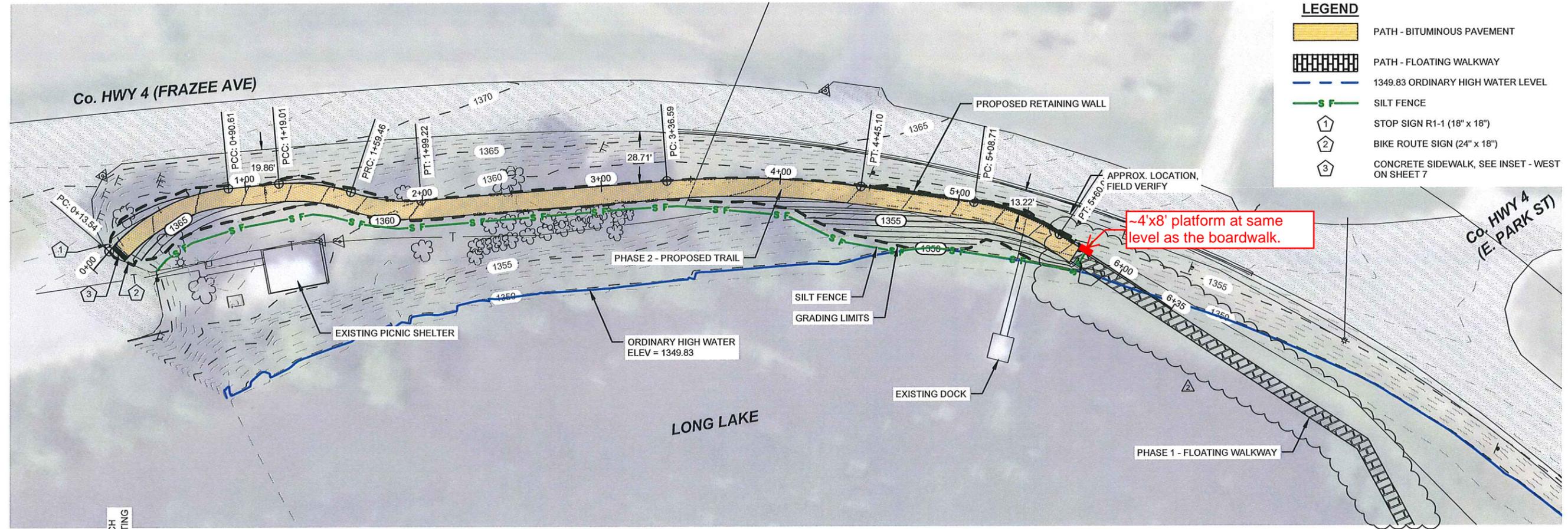
Property at 1156 E Frazee Avnue has sold

New owner: Ryan Weibye

**Files Attached**

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- 20201223-VergasTrail-GoettelAccess-Opt1.pdf

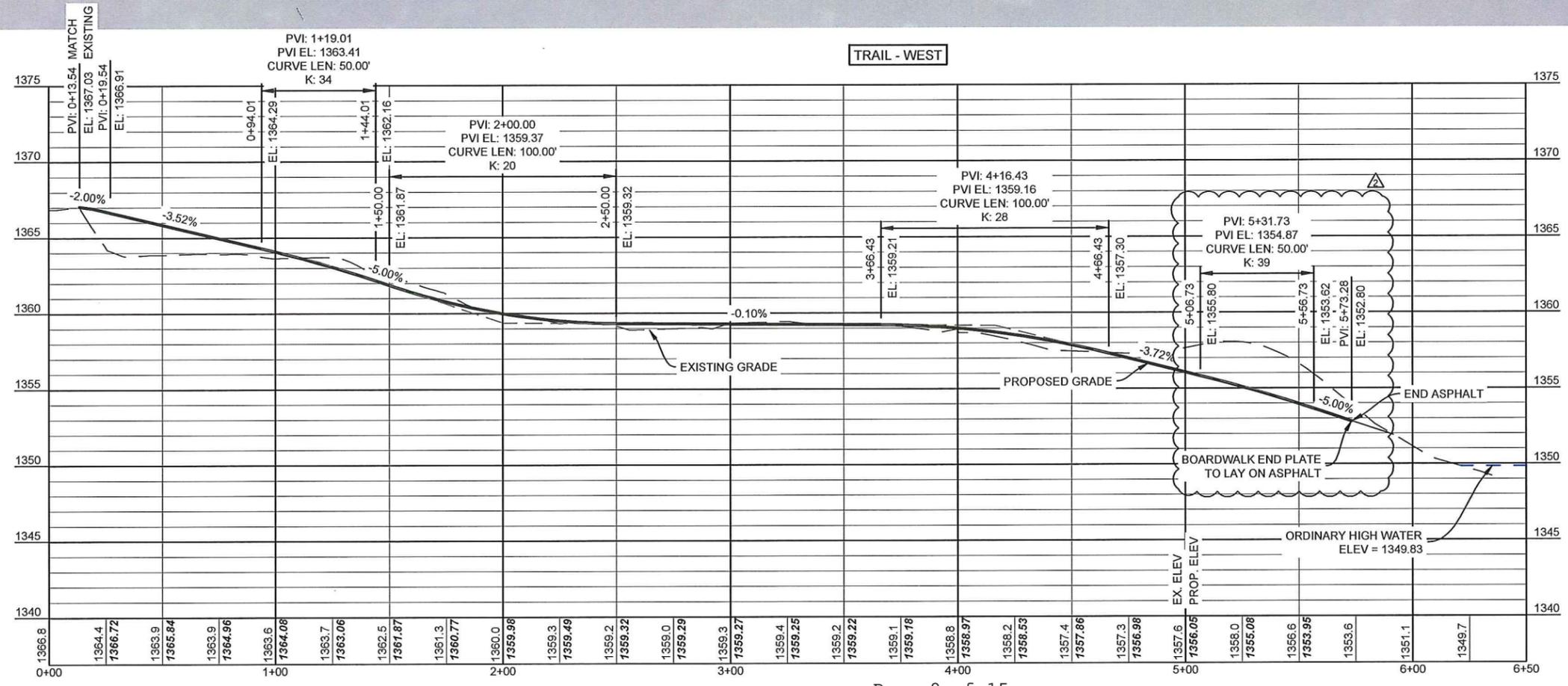


**LEGEND**

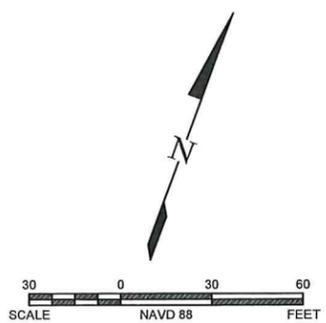
- PATH - BITUMINOUS PAVEMENT
- PATH - FLOATING WALKWAY
- 1349.83 ORDINARY HIGH WATER LEVEL
- SILT FENCE
- STOP SIGN R1-1 (18" x 18")
- BIKE ROUTE SIGN (24" x 18")
- CONCRETE SIDEWALK, SEE INSET - WEST ON SHEET 7

NO.	DATE	REVISION
1	10/15/19	ADDENDUM #1
2	9/26/19	REVISED BOARDWALK PER CITY & DNR COMMENTS

DRAFTED: JD  
 REVIEWED: SK  
 PROJECT NUMBER: 1804-00415  
 ISSUE DATE: 7/5/2019



**NOTES:**  
 1. CONTRACTOR SHALL PROTECT EXISTING TREES NOT INTENDED FOR REMOVAL.



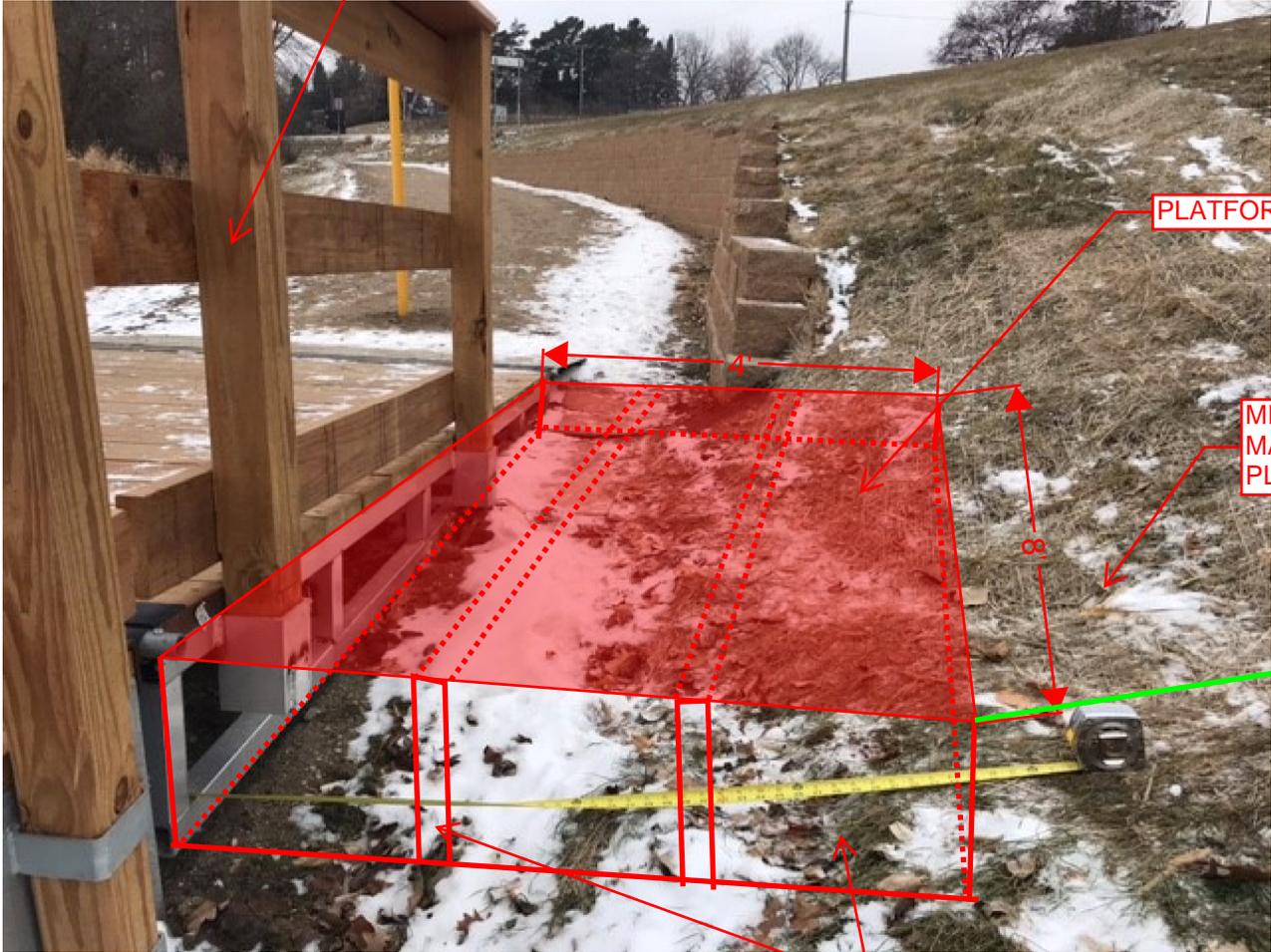
**CERTIFICATION**  
 I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINTED NAME: SCOTT KOLBINGER  
 SIGNATURE: *Scott Kolbinger*  
 DATE: 10/15/2019 LICENSE NUMBER: 54153

**LONG LAKE TRAIL**  
 CITY OF VERGAS  
 VERGAS, MINNESOTA  
**PLAN & PROFILE - WEST**

12/23/2020 - Vergas Trail - Goettel Access

RELOCATE RAILING TO SHORT SIDE OF PLATFORM. CONSTRUCT SIMILAR RAILING TO PLACE ON THE OPPOSITE (SHORT) SIDE OF THE PLATFORM.



PLATFORM DECKING

MINOR GRADING TO MATCH HILL WITH PLATFORM ELEVATION

WOOD SUBSTRUCTURE

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**6. Snowmobile**

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**11. 88 Parkview Drive**

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- A. KLJ Engineering Estimate
- B. Snowmobile Traffic

**Files Attached**

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- TO13-Amd3-EasementStaking- 88 Parkview Drive.pdf

**AMENDMENT TO ENGINEER-OWNER AGREEMENT**  
**Amendment No. 3 (Task Order 13)**

Background Data

- a. Effective Date of Engineer-Owner Agreement: May 6th, 2013
- b. Engineer: KLJ Engineering LLC
- c. Owner: City of Vergas
- d. Project: Miscellaneous Services
- e. This Part of the Project: 88 Park View Dr. – Easement Stakes

Nature of Amendment (check all that apply)

- Additional services to be performed by Engineer
- Modifications to services of Engineer
- Modifications to responsibilities of Owner
- Modifications to payment to Engineer
- Modifications to time(s) for rendering Services

Description of Modifications

A. Task 5 – Easement Staking

- I. Engineer will locate existing stormwater and trail easements within Lot 1, Block 1, Katzke Acres First Addition (88 Park View Dr). Engineer to place wood lath with pink ribbon at the edge of the easements.
  - i. Snow cover and/or frozen ground will increase the cost of services by \$1,000.00 (Not included below)

Agreement Summary

a. Original agreement amount:	\$2,930.00	Estimated
b. Net change for prior amendments:	\$2,000.00	Estimated
c. This amendment amount:	<u>\$2,900.00</u>	<u>Lump Sum</u>
d. Adjusted Agreement amount:	\$7,830.00	Estimated Total (Lump Sum & Hourly)

Engineer and Owner hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is 2/9/2020.

ENGINEER: KLJ Engineering LLC.

OWNER: City of Vergas

\_\_\_\_\_  
By: Mark Anderson  
Title: Vice President - EPW  
Date Signed: \_\_\_\_\_

\_\_\_\_\_  
By: Julie Bruin  
Title: Mayor  
Date Signed: \_\_\_\_\_

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**12. 2021 Budget**

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**Files Attached**

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- 2021 Park Budget.pdf

		<u>12/31/2020</u>	<u>2020 Final</u>	<u>2021</u>		
		<u>Expenses</u>	<u>Budget</u>	<u>2/17/2021</u>	<u>9/8/2020</u>	Budget approved items.
Parks (45200)	Wages and Salaries (100)	18,492.21	27,049.00	1,197.09	17,000.00	
	Employer Cont./Soc.Sec. (122)	10,138.72	11,500.00	392.83	11,500.00	
	Health Insurance (131)	3,367.37	3,500.00	646.19	3,500.00	
	Workers Compensation	0.00	450.00	0.00	450.00	
	Engineering	3,242.50	2,500.00	0.00	0.00	
	Office Supplies (200)	75.17	100.00	0.00	100.00	
	Operating Supplies (210)	6,654.19	7,000.00	171.57	7,000.00	
	Telephone	350.00	375.00	62.50	375.00	
	Travel, Mtgs, & Schools	300.00	400.00	0.00	400.00	
	Repair & Maint. Supplies (220)	756.99	1,500.00	0.00	1,500.00	
	Employee Clothing Allowance(245)	0.00	200.00	0.00	200.00	
	Printing & Publishing (350)	265.90 **	50.00	0.00	50.00	
	Licenses/Permits	35.00	350.00	35.00	350.00	
	Insurance (360)	3,765.00	5,000.00	332.00	5,000.00	
	Utility Services (380)	2,436.18	2,500.00	206.52	2,500.00	
	Rubbish Service (384)	1,251.46	1,500.00	0.00	1,500.00	
	Repair & Maintenance Service(400)	5,201.60	2,600.00	0.00	2,600.00	
	City Share/Assessments (440)	1,910.34	1,200.00	0.00	1,200.00	
	Improvements (530)	13,257.37 *	15,000.00	5,941.98	18,000.00	lawn mower, generator
	Refunds & Reimbursements	2,112.72	0.00	0.00	0.00	
<b>Total for Parks</b>		<b>73,612.72</b>	<b>82,774.00</b>	<b>8,985.68</b>	<b>73,225.00</b>	

\*Council has approved \$1,000 for platform by boardwalk (may spend \$1,500 if treks)

\*\*advertised position - not planned for

\* Capital Outlay - Loader Payment \$5,941.98 (annual)

Savings Accounts for the Park	1/1/2021	
Money Market Account		\$13,209.95
West Central Initiative		\$53.54
Total		<u>\$13,263.49</u>