

City Council
2022 September Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, September 13, 2022

1. **Call to Order**
2. **Citizens' Concerns**
3. **Agenda Additions and Deletions**
4. **Council Member Resignation**
5. **Assignment of Council Member**
 - a. Council Member
 - b. Oath of Office
6. **Approval of Consent Agenda**
 1. Council Minutes of the August 2, 2022
 2. Bills paid between Council meetings and Council bills
 3. Liquor Store bills for August 2022
 4. General Fund/Special Revenue Money Market Account Report
 5. 2022 Investment Schedule/Bond Schedule
 6. American Rescue Plan Funding 2021-2026
 7. Late water/sewer bills
 8. LG220 Raffle Permit - Vergas Fire Relief Assn. 10/15/2022
 9. Liquor Store Transfer of \$25,000.
7. **Veterans Memorial Sprinkler System**
8. **Oct 1, 2022 Hairy Man Event**
 - High School Trap Shoot Demonstration
 - Temporary Liquor Permit
9. **Water/Sewer Late Fee Reduction Request**
 - 310 S Pelican Ave
10. **Easements - Townline Road**
11. **Otter Tail County Garage Property**
12. **Committee Reports**
 1. Parks
 2. Streets/Sidewalks/Yard Waste
 3. Water and Sewer Committee Report
 4. EDA/HRA
 5. Liquor Store, Licenses, Municipal Buildings
 6. Planning Commission
 7. Event Center
 8. Budget
13. **2023 Budget**
14. **Staff Reports**
 - A. Utility Superintendent
15. **November Council Meeting Date Change**
16. **Information & Announcements**
 1. Clerks Advanced Academy- (Lammers) September 15-16, 2022 New Ulm MN

17. Adjournment

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4. Council Member Resignation

Files Attached

- Resignation.pdf

August 24, 2022

Hey Julie,

Reaching out to unfortunately send my letter of resignation from the Vergas city council as I am moving out of town. It has been a pleasure representing the city of Vergas and working with you all for almost four years now. My resignation will take place as of September 13th. Thanks again for the great opportunity and experience.

Regards,

Logan Dahlgren

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5. Assignment of Council Member

- a. Council Member
- b. Oath of Office

Files Attached

- Council Application Hasse.pdf
- Council Application Kvam.pdf

APPLICATION FOR POSITION OF COUNCIL MEMBER

The City prohibits discrimination on the basis of race, color, creed, religion, national origin, sex, sexual orientation, and marital status, status with regard to public assistance, membership, or activity in a local commission, disability, or age in all aspects of our personnel policies, practices, and operations.

The position involves one regular meeting each month, currently held on the second Tuesday at 6:30 p.m. in the Vergas Event Center Council Chambers. Special meetings are called as needed. A council member will also be appointed to serve on other boards, committees, and task forces.

NAME: Rebecca Husse

HOME ADDRESS: 231 W Hill St City: Vergas State MN Zip 56587

Email: rschaffer09@hotmail.com Home Phone: _____

Work Phone: _____ Cell Phone: 701-388-9400

If you need more space to write, please use the back of this form.

1. How long have you lived in Vergas?
5 years
2. What is your current occupation and where do you work?
Accounts Receivable Specialist - Pelican Valley Senior Living
3. Being part of the City Council may require occasional attendance at daytime meetings and functions. Does your work schedule allow you to attend those occasional meetings?
Potentially if enough notice is given.
4. Briefly describe your involvement in the Vergas Community including the organizations to which you currently belong as well as organizations in which you've been active in the past.
I have helped volunteer at different Vergas Lions events.
5. What aspects of your current or past occupation(s) will help you as a City Council member?
Had worked at Vergas State Bank for almost 3 years so I know quite a few members of the community.
6. Have you ever participated as a citizen on any advisory committee? Explain your experience.
No. and some of their issues they have shared.
7. What do you think are the major issues currently facing the City?
Traffic or Affordable Housing for younger populations.
Parking for accessibility to businesses.
8. Why does the appointment to this elective office interest you? Why should the City Council appoint you to this vacancy?
I have attended several meetings in the past and

Qualifications for Office:

I will be 21 years of age by September 13, 2022. The younger population.

I will have been a resident of the City of Vergas for 30 days prior to September 13, 2022.

I have not been convicted of a felony, or if convicted, I have had my civil rights restored.

I have read and understand the above qualifications of office and they are true. I also attest that the answers on this application are true and correct.

Signed: Rebecca Husse Date: 9-12-22

APPLICATION FOR POSITION OF COUNCIL MEMBER

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The position involves one regular meeting each month, currently held on the second Tuesday at 6:30 p.m. in the Vergas Event Center Council Chambers. Special meetings are called as needed. A council member will also be appointed to serve on other boards, committees, and task forces.

NAME: Judy A. MARSHALL KUAM

HOME ADDRESS: 131 1ST AVE N. City: Vergas State MN Zip 56587-

Email: KUAM171@hotmail.com Home Phone: —

Work Phone: — Cell Phone: 727 215 0690

If you need more space to write, please use the back of this form.

1. How long have you lived in Vergas?
2004 - 2011 1/2 Summers up until May 2022; NOW FULL TIME RESIDENT.
2. What is your current occupation and where do you work?
MINNESOTA STATE COMMUNITY & TECHNICAL College (C.D.L.); PT; CNA TEST OBSERVER.
3. Being part of the City Council may require occasional attendance at daytime meetings and functions. Does your work schedule allow you to attend those occasional meetings? YES.
4. Briefly describe your involvement in the Vergas Community including the organizations to which you currently belong as well as organizations in which you've been active in the past.
LAKEFIRE MEMBER IN VERGAS.
OTHERWISE, I AM AN (AHNA) AMERICAN HOLISTIC NURSES ASSOC. member.
5. What aspects of your current or past occupation(s) will help you as a City Council member?
I AM A REGISTERED NURSE & FULLY COMMITTED TO HEALTHY PEOPLE & A HEALTHY COMMUNITY & ENVIRONMENT.
6. Have you ever participated as a citizen on any advisory committee? Explain your experience. NO.
HOWEVER, I INITIATED & HELD A HEALTH FAIR AT MY HOSPITAL.
7. What do you think are the major issues currently facing the City? 1) MEMBER ENGAGEMENT OR CITIZEN PARTICIPATION. 2) PARKING
8. Why does the appointment to this elective office interest you? Why should the City Council appoint you to this vacancy?
THIS COMMUNITY CURRENTLY FEELS VIBRANT & ACTIVE & I WANT TO BE A PART OF IT.

Qualifications for Office:

I will be 21 years of age by September 13, 2022. ✓

I will have been a resident of the City of Vergas for 30 days prior to September 13, 2022. ✓

I have not been convicted of a felony, or if convicted, I have had my civil rights restored. ✓

I have read and understand the above qualifications of office and they are true. I also attest that the answers on this application are true and correct. ✓

Signed: Jm Kuam

Date: 9/12/2022

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6. Approval of Consent Agenda

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2. Bills paid between Council meetings and Council bills
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4. General Fund/Special Revenue Money Market Account Report
5. 2022 Investment Schedule/Bond Schedule
6. American Rescue Plan Funding 2021-2026
7. Late water/sewer bills
8. LG220 Raffle Permit - Vergas Fire Relief Assn. 10/15/2022
9. Liquor Store Transfer of \$25,000.

Files Attached

- 2022 August 2 Council Agenda & Minutes.pdf
- September 2022 Council Bills paid between meetings.pdf
- September 2022 Council Claims list.pdf
- 2022 Liquor Store Bill Listing.pdf
- Genreal Fund_Special Revenue Money Market Account Report.pdf
- Investment Schedule & Bond Schedule.pdf
- American Rescue Plan Funding 2021-2026.pdf
- AgedBalance_09122022.pdf
- Vergas Fire Relief Raffle Permit LG220.pdf

VERGAS COUNCIL
MEETING MINUTES
VERGAS EVENT CENTER & ZOOM
Tuesday, August 2, 2022

The City Council of Vergas met at 6:30 pm, on Tuesday, August 2, 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, Paul Pinke and Logan Dahlgren. Absent: , Bruce Albright. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Michael DuFrane, Robert Williams of the Frazee-Vergas Forum, Engineers Jeff Kuhn and Blaine Green, Sherri Hanson, Keith Bunkowske, Attorney Tom Winters, Scott Kolbinger and Celeste Koppe.

Call to Order

Mayor Julie Bruhn called the City Council meeting to order.

Citizens' Concerns

None.

Agenda Additions and Deletions

Motion by Pinke, seconded by Dahlgren to approve the agenda as presented. Motion passed unanimously.

Approval of Consent Agenda

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

- a. Council Minutes of the July 12, 2022
- b. Bills paid between Council meetings for a total of \$44,364.36
- c. Liquor Store bills for May 2022 for a total of \$95,227.82
- d. General Fund/Special Revenue Money Market Account Report
- e. 2022 Investment Schedule/Bond Schedule
- f. American Rescue Plan Funding 2021-2026
- g. Late water/sewer bills

Motion passed unanimously.

Vergas Comprehensive Plan

Celeste Koppe, West Central Initiative, provided the Vergas Comprehensive Plan 2036 and reviewed the updates made since the public hearing. Koppe thanked Widseth for their comments and explained the plan will need to have a proposed map, the resolution and vision statement added to the copy provided. Motion by Pinke, seconded by Fisher to approve the Vergas Comprehensive Plan 2036. Motion passed unanimously. Motion by Pinke, seconded by Dahlgren to approve Resolution 2022-006, (complete text available at the City Office) accepting the Vergas Comprehensive Plan 2036. Motion passed unanimously.

West Central Initiative

Celeste Koppe reviewed West Central Initiative and encouraged the City to reach out to them.

Lawrence Lake Acres Final Plat

Motion by Pinke, seconded by Dahlgren to approve the Lawrence Lake Acres Final Plat. Motion passed unanimously

LMC-Liability Coverage Waiver

Motion by Pinke, seconded by Fischer for the City of Vergas to waive the monetary limits on municipal tort liability established by Minnesota Statutes 466.06 accepting liability coverage limits of \$1,000,000 on a single occurrence from the League of Minnesota Cities Insurance Trust. Motion passed unanimously.

Sewer Refund Request

Lammers reviewed request for 2/3's of sewer bill to be refunded due to watering a property owners' lawn in June. Motion by Fischer, seconded by Dahlgren to deny the request. Motion passed unanimously. Council requested information regarding lawn water should be put in newsletter annually in May.

Engineering

Street Condition Survey

Engineer Blaine Green reviewed the request for a comprehensive street condition survey requested by the street committee. Motion by Pinke, seconded by Dahlgren to approve the comprehensive street condition survey for \$5,500.00. Motion passed unanimously.

Keilley Shores 3rd Addition

Bunkowske stated construction on his road in Keilley Shores would not begin until after Labor Day and he has spoken with them regarding a pre-construction meeting. Hogue Construction (Bunkowske contractor) would prefer to have the meeting on Thursday's. Council asked Street Committee to review the work order and bring a recommendation to the September Council meeting.

Committee Reports

Park Board

Sherri Hanson reviewed the Park Board meeting held on July 28, 2022, (minutes available at the Vergas City Office). Motion by Pinke, seconded by Dahlgren to proceed with two dugouts on the main ballfield and the repairs covered by insurance. Motion passed unanimously. Motion by Pinke, seconded by Dahlgren to allow the Vergas Community Club trailer to be parked by the City Shop on Glenn Street until October 1, 2022. Motion passed unanimously. Long Lake Park does not currently have a name and the park board will be looking at naming the park.

Planning Commission

Lammers reviewed Planning Commission meeting minutes of July 25, 2022 (minutes available at the Vergas City Office). There were no council recommendations.

2023 Budget

Bruhn, Dahlgren and Lammers will meet as a budget committee with their recommendations for the preliminary budget which needs to be approved in September.

Staff Report

Utility Superintendent

City Council Report from Mike DuFrane.

1. Wastewater
 - a. The second phase of jetting sewers was done on 7-28-22 and 7-29-22. Three lift stations were also cleaned due to the grease buildup.
 - b. The lift stations had annual check by Tri-State Pump on 8-1-22. There is concern on the Scharf lift station as there has been acid dumping.
2. Parks
 - a. Grill was installed at the beach by the boat dock.
 - b. Steve's Sanitation delivered 10 garbage cans that we will be leasing from them for \$2.00 each per month.
3. Water
 - a. There have been three service line leaks this month. One at Billy's bar (which has been repaired) and two on Dianne Ave (the water is turned off).
4. Streets
 - a. Roads were graded on 8-27-22 by Driveway Service.

- b. The housing development on Dianne Avenue and Eva Street was mowed due to nuisance property “tall grass and weeds” and charged \$600.00.
 - c. The 1-ton pickup the City is looking at purchasing will not be available until October 1, 2022.
- 5. Josh Hanson Property
 - a. We cleaned up the property. Josh had a local contractor come in and finish the rest .

Information & Announcements

MN Rural Water, (DuFrane & Engebretson) September 1, 2022, Waconia, MN
Clerks Advanced Academy- (Lammers) September 15-16, 2022 New Ulm MN

Easements- Townline Road

Winters reviewed discussions with 3 of the 4 property owners the City is requesting easements from. Maynard Johnson, Terry Engel and Larry Golkowske have expressed agreement with the offer of double the agricultural value for their easements. Terry Engel has requested the City inform him of where his fence should be located to avoid the snow from the road hitting it. Discussed survey stakes that have already been placed on the properties. Motion by Pinke, seconded by Dahlgren to have Winters draft easement agreements for Maynard Johnson, Terry Engel and Larry Golkowske for the total amount of \$9,042.24. Motion passed unanimously.

Closed meeting per state statute 13.005 at 7:46.

Recording available in City Office.

Opened meeting for discussion of Easements of Townline Road

Motion by Dahlgren, seconded by Fischer to offer Keith and Shelly Bunkowske \$9,000.00 for road easement along Townline Road. Motion passed unanimously.

Adjournment

Meeting was adjourned at 7:55 pm.

Julie Lammers, CMC
Vergas Clerk-Treasurer

CITY OF VERGAS
 Bill Listing for Aug. 3 to September 9, 2022

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
Adobe Reader	All Depts., Computer Program	16.10
Aramark	LS, shop towels	13.00
ASP of Moorhead	Event, security	216.00
Blue Cross Blue Shield	Employee, Ins	1,660.59
Charlotte Church	Event Center deposit returned	75.00
City of Vergas	Payroll	9,944.90
Ditterich-Mercantile	Event, cleaning supplies	3.28
Gopher State One	One Calls	35.10
Helen Hormung	Event Center deposit returned	75.00
Internal Revenue Services	2022 Withholding Tax	1,471.54
JAMS Software	iPad Software	8.00
Lake Region Electric	Sign, electricity	30.52
Lakes Area Co-op	All Depts., Operating Supplies	538.67
Loon's Nest	Election, supplies	36.00
Menards	Parks, Event, supplies	298.13
MN Dept. of Revenue	Sales Tax	96.00
MN Dept. Revenue	2022 Withholding Tax	242.91
Public Employees Retirement Assoc.	Payroll	1,861.13
RDO Company	Parks, operating supplies	60.00
US Postmaster	Postage	300.00
Vergas State Bank	GO Improvement Bond Interest	1,320.00
Vergas State Bank	Shazam Card	1.00
Total for bills paid between Council Meetings		<hr/> \$18,302.87

Date Range : 8/12/2022 To 9/14/2022

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
09/13/2022	Aramark	Event, rugs and towels Inv. 2520050305, 2520058164, 2520065543	46138	\$222.60			
					100-45110-210-	EVENT CENTER	\$222.60
09/13/2022	Arvig Communication Systems	All Depts, fax, internet and security (2 months)	46139	\$1,189.55			
					609-49751-321-	Liquor Store - Manager - Off-Sale	\$577.10
					100-43010-321-	City Shop	\$124.00
					100-45110-321-	EVENT CENTER	\$184.00
					100-41010-321-	GENERAL GOVERNMENT	\$304.45
09/13/2022	Blue Cross Blue Shield of Minnesota	Employees Health Insurance Premium, Sept 2022	46140	\$3,301.23			
					100-41405-131-	Clerk	\$212.15
					601-49440-131-	Water Utilities - Administration and General	\$362.11
					602-49490-131-	Sewer Utilities - Administration and General	\$362.11
					100-43110-131-	Highways, Streets & Roadways	\$362.11
					100-45210-131-	Parks	\$362.11
					609-49751-131-	Liquor Store - Manager - Off-Sale	\$1,640.64
09/13/2022	Colonial Life	Employee, insurance employee reimbursed	46141	\$273.36			
					100-41405-999-	Clerk	\$87.18
					609-49751-999-	Liquor Store - Manager - Off-Sale	\$186.18
09/13/2022	Corporate Technologies, LLC	All Depts, Technology	46142	\$389.00			
					100-41010-321-	GENERAL GOVERNMENT	\$389.00
09/13/2022	Card Member Service	Parks, supplies	46143	\$532.57			
					100-45210-210-	Parks	\$532.57
09/13/2022	Core & Main LP	Water & Sewer, supplies Inv R258718	46144	\$227.51			

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					601-49440-300-	Water Utilities - Administration and General	\$227.51
09/13/2022	Michael DuFrane	St, Parks, Water, Sewer, cell phone	46145	\$75.00			
					100-43110-321-	Highways, Streets & Roadways	\$18.75
					100-45210-321-	Parks	\$18.75
					601-49440-321-	Water Utilities - Administration and General	\$18.75
					602-49490-321-	Sewer Utilities - Administration and General	\$18.75
09/13/2022	Matthew Engebretson	St, Pk, reimbursed cell phone	46146	\$25.00			
					100-43110-321-	Highways, Streets & Roadways	\$12.50
					100-45210-321-	Parks	\$12.50
09/13/2022	Ditterich Mercantile	Water, supplies	46147	\$2.99			
					601-49440-220-	Water Utilities - Administration and General	\$2.99
09/13/2022	Driveway Service	Streets, blade	46148	\$395.00			
					100-43110-400-	Highways, Streets & Roadways	\$395.00
09/13/2022	Essentia Health	Str, DuFrane physical	46149	\$100.00			
					100-43110-300-	Highways, Streets & Roadways	\$100.00
09/13/2022	Frazee-Vergas Forum	GG, publishing, legal ads	46150	\$2,225.40			
					100-41010-350-	GENERAL GOVERNMENT	\$2,225.40
09/13/2022	Franklin Fence Company, Inc.	Parks, supplies	46151	\$14.35			
					100-45210-220-	Parks	\$14.35
09/13/2022	Gopher State One Call	Wtr, Swr, Locates	46152	\$6.75			
					602-49490-210-	Sewer Utilities - Administration and General	\$3.37
					601-49440-210-	Water Utilities - Administration and General	\$3.38
09/13/2022	Hansons Plumbing & Heating, Inc.	Event & Water, service work	46153	\$711.05			

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					100-45110-400-	EVENT CENTER	\$287.93
					100-45110-400-	EVENT CENTER	\$364.00
					601-49440-400-	Water Utilities - Administration and General	\$59.12
09/13/2022	Hach Corporation	Wtr, chemicals	46154	\$97.33			
					601-49440-218-	Water Utilities - Administration and General	\$97.33
09/13/2022	Hawkins, Inc	Wtr, chemicals	46155	\$499.47			
					601-49440-218-	Water Utilities - Administration and General	\$499.47
09/13/2022	Julie Lammers	Clerk, cell phone reimbursement	46156	\$75.00			
					100-41405-321-	Clerk	\$25.00
					601-49440-321-	Water Utilities - Administration and General	\$25.00
					602-49490-321-	Sewer Utilities - Administration and General	\$25.00
09/13/2022	J.P. Cooke Company	2023 Dog Tags	46157	\$68.50			
					100-42010-210-	PUBLIC SAFETY	\$68.50
09/13/2022	KLJ Engineering LLC	Engineering Fees,	46158	\$113.50			
					100-43110-303-	Highways, Streets & Roadways	\$113.50
09/13/2022	Lakes Area Co-operative	All Dept, operating fuel	46159	\$265.95			
					100-43110-210-	Highways, Streets & Roadways	\$265.95
09/13/2022	League of MN Cities Insurance Trust	All Departments, Insurance property and liability	46160	\$26,302.00			
					100-41010-360-	GENERAL GOVERNMENT	\$4,793.00
					100-42210-360-	Fire Administration	\$5,947.00
					100-43010-360-	City Shop	\$740.00
					100-43110-360-	Highways, Streets & Roadways	\$1,082.00
					100-45110-360-	EVENT CENTER	\$2,997.00
					100-45210-360-	Parks	\$2,709.00
					601-49440-360-	Water Utilities - Administration and General	\$1,955.00

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					602-49490-360-	Sewer Utilities - Administration and General	\$120.00
					609-49751-360-	Liquor Store - Manager - Off-Sale	\$5,959.00
09/13/2022	Leighton Broadcasting	Event, advertising	46161	\$200.00			
					100-45110-340-	EVENT CENTER	\$200.00
09/13/2022	Napa Auto Parts	Shop, supplies	46162	\$172.91			
					100-43010-210-	City Shop	\$172.91
09/13/2022	Nardini Fire Equipment Co.,Inc.	Event, 2022 service Inspection	46163	\$567.00			
					100-45110-400-	EVENT CENTER	\$567.00
09/13/2022	Marco Inc	Copier, contract	46164	\$171.34			
					100-41010-200-	GENERAL GOVERNMENT	\$57.12
					601-49440-200-	Water Utilities - Administration and General	\$57.11
					602-49490-200-	Sewer Utilities - Administration and General	\$57.11
09/13/2022	MN DEPT OF HEALTH/DRINKING WATER	Wtr, 3rd Quarter connection fee	46165	\$410.00			
					601-49440-438-	Water Utilities - Administration and General	\$410.00
09/13/2022	Olson Oil Co.	St, Parks, operating supplies	46166	\$525.08			
					100-43110-210-	Highways, Streets & Roadways	\$511.89
					100-45210-210-	Parks	\$13.19
09/13/2022	Otter Tail Power Company	All depts, utility (2022)	46167	\$135.37			
					100-45110-380-	EVENT CENTER	\$57.51
					100-43010-380-	City Shop	\$11.09
					100-45210-380-	Parks	\$4.00
					601-49440-380-	Water Utilities - Administration and General	\$21.88
					602-49490-380-	Sewer Utilities - Administration and General	\$40.89

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09/13/2022	Perham Office Supply	GG, office supplies	46168	\$22.07	100-41010-210-	GENERAL GOVERNMENT	\$22.07
09/13/2022	Perham Printing	GG, Water Sewer, envelopes	46169	\$295.86	100-41010-200- 602-49490-200-	GENERAL GOVERNMENT Sewer Utilities - Administration and General	\$95.86 \$100.00
					601-49440-200-	Water Utilities - Administration and General	\$100.00
09/13/2022	Pelican Rapids Press	GG, office supply	46170	\$52.56	100-41010-200-	GENERAL GOVERNMENT	\$52.56
09/13/2022	Productive Alternatives, Inc.	Event Center, Cleaning Inv#71367	46171	\$94.00	100-45110-300-	EVENT CENTER	\$94.00
09/13/2022	RMB Environmental Laboratories, Inc	Water, WWTF, Chemicals	46172	\$313.02	602-49490-218-	Sewer Utilities - Administration and General	\$266.68
					601-49440-218-	Water Utilities - Administration and General	\$46.34
09/13/2022	RDO Equipment Company	Parks, Lawn Mower blades, maint. (inv W7268855)	46173	\$170.73	100-45210-210-	Parks	\$170.73
09/13/2022	Ramstad, Skoyles & Winters, PA	Attorney fees	46174	\$100.00	100-41010-304-	GENERAL GOVERNMENT	\$100.00
09/13/2022	Kyle Theisen	LS, cell phone reimbursement	46175	\$25.00	609-49751-321-	Liquor Store - Manager - Off-Sale	\$25.00
09/13/2022	Steve's Sanitation, Inc.	Parks, Event, garbage pick up	46176	\$700.30	100-45110-384- 100-43110-384-	EVENT CENTER Highways, Streets & Roadways	\$237.32 \$462.98

Date Range : 8/12/2022 To 9/14/2022

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
09/13/2022	TEAM LAB	Park, Ponds, supplies	46177	\$1,804.00			
					602-49490-210-	Sewer Utilities - Administration and General	\$902.00
					100-45210-210-	Parks	\$902.00
09/13/2022	Tri-State Pump & Control, Inc.	SW, Lift Station Annuals	46178	\$1,080.00			
					602-49490-580-	Sewer Utilities - Administration and General	\$1,080.00
09/13/2022	ULINE SHIPPING SUPPLIES	Parks, trash bags	46179	\$192.85			
					100-45210-210-	Parks	\$192.85
09/13/2022	United States Postmaster	GG, box rent	46180	\$66.00			
					100-41010-200-	GENERAL GOVERNMENT	\$66.00
09/13/2022	Vergas Hardware	All Depts, supplies	46181	\$182.77			
					100-43010-210-	City Shop	\$9.99
					601-49440-210-	Water Utilities - Administration and General	\$74.24
					100-43110-210-	Highways, Streets & Roadways	\$22.97
					100-45210-210-	Parks	\$59.58
					602-49490-210-	Sewer Utilities - Administration and General	\$15.99
09/13/2022	Widseth Smith Notlting & Assoc. Inc	Engineering	46182	\$5,792.75			
					100-43110-303-	Highways, Streets & Roadways	\$5,792.75
09/13/2022	City of Detroit Lakes	St, sweeping	46183	\$310.00			
					100-43110-530-	Highways, Streets & Roadways	\$310.00
Total For Selected Claims				\$50,496.72			\$50,496.72

Date Range : 8/12/2022 To 9/14/2022

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
	Bruce E Albright		City Council/Town Board				Date
	Julie A Bruhn		City Council/Town Board				Date
	Logan M Dahlgren		City Council/Town Board				Date
	Natalie K Fischer		City Council/Town Board				Date
	Paul Pinke		City Council/Town Board				Date

City of Vergas Liquor Store Checks Paid in August 2022

Vendor	Description	Total
Aramark	Rugs	27.95
Absolute Ice		1,054.60
American Bottling Company		185.70
Artisan Beer Company		940.73
Bergseth Bros		20,009.52
Beverage Wholesalers		7,837.25
Blue Cross Blue Shield	Employee Health Ins.	\$1,640.64
Breakthru Beverage MN Wine and Spirits		4,066.33
Card Member Service	supplies	57.60
City of Vergas	Payroll	7,384.43
City of Vergas	Utility	60.66
Colonial Life	Reimbursed employee insurance	124.12
Dakota Paper Company	supplies	146.21
Datamann, Inc	Computer Service Plan and Backup	29.70
D-S Beverage		20,987.01
Frazee-Vergas Forum	Advertising	55.00
GC Laser LLC		465.00
Great Plains Natural Gas	Utility	25.70
Hanson's Plumbing & Heating	Service Work	45.38
Henry's Food		1,057.69
Internal Revenue Service	2022 Withholding Tax	690.17
Johnson Brothers Liquor Co		8,702.65
Klockow Brewing Co		720.00
Leighton Broadcasting	Advertising	400.00
Merchant Services	Credit Card Fees	2,140.64
MN Dept. of Revenue	Sales Tax	12,175.00
MN Dept. of Revenue	2022 Withholding Tax	91.74
Otter Tail Power Company	Utility	120.68
Outstate Brewing Company		606.00
PERA	Payroll	899.54
Phillips Wine & Spirits		7,541.58
Southern Glazer's Wine & Spirits		8,903.13
The Wine Company		689.70
Theisen, Kyle	Cell Phone	25.00
Viking Coca-Cola		214.90
Vinocopia, Inc		811.25
	Total	<u>110,933.20</u>
	August Receipts	<u>110,943.50</u>
August Balance		<u>\$10.30</u>
Jan- July Operating Income (Loss)		\$28,118.35
2022 Total Operating Income (Loss)		\$28,128.65

General Fund/Special Revenue Money Market Account

	2022 Balance	Interest	2022 Interest	2022 Purchased	2022 sold	8/30/2022 Balance
City Shop	3,043.22	3.24%	2.11			3,045.33
Easements	5,215.99	5.56%	3.62			5,219.61
Event Center	1,953.47	2.08%	1.35			1,954.82
General	10,463.93	11.15%	7.25			10,471.18
Park	14,110.62	15.03%	9.78			14,120.40
Sand Seal (Seal Coating)	23,867.92	25.42%	16.55			23,884.47
Sidewalk	11,862.83	12.64%	8.22			11,871.05
Street Improvements/Equipment	23,359.83	24.88%	16.19			23,376.02
Balance	\$93,877.81	100.00%	\$65.08	\$0.00	\$0.00	93,942.89 ***

***Committed total should not drop below \$110,000 or be above \$165,000 at the end of the year.

West Central Initiative
Vergas Community Fund
Balance Sheet
31-May-22

	General Fund	Event Center Fund	Trails, Parks and Recreation Fund	Veteran's Memorial Fund	Economic Development Fund	Total
ASSETS:						
Wells Fargo US Govt 1	\$123.92	\$580.76	\$21,199.53	\$52,483.17	\$15,148.37	\$89,535.75
Unconditional Pledges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Allowance for Unconditional Pledges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Pledge Discount To Present Value	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Receivable Due	\$0.00	\$0.00	\$40.82	\$0.00	\$0.00	\$40.82
Total Assets	\$123.92	\$580.76	\$21,240.35	\$52,483.17	\$15,148.37	\$89,576.57
LIABILITIES:						
Payable To	\$0.00	\$0.00	\$1.05	\$0.25	\$0.00	\$1.30
Grants Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Liabilities	\$0.00	\$0.00	\$1.05	\$0.25	\$0.00	\$1.30
FUND BALANCES	\$123.92	\$580.76	\$21,239.30	\$52,482.92	\$15,148.37	\$89,575.27
TOTAL LIABILITIES & FUND BALANCES	\$123.92	\$580.76	\$21,240.35	\$52,483.17	\$15,148.37	\$89,576.57

City of Vergas
Investment Schedule
2022

	<u>Account Number</u>	<u>12/31/21</u>	<u>Purchase</u>	<u>Sold</u>	<u>Interest Earned</u>	<u>08/30/22</u>	<u>Interest Rate</u>	<u>Maturity Date</u>
General Fund	325657	93,877.81	0.00	0.00	65.08	93,942.89	0.10	MMDA
Street Debt Service 2006	19919	10,013.55	0.00	10,036.27	22.72	(0.00)		Sold
Sewer Reserve	19753	26,790.22	0.00	0.00	66.79	26,857.01	0.40	12/27/2023
Sewer and Water Debt Service	19759	37,265.06	0.00	0.00	130.54	37,395.60	0.35	7/17/2023
Liquor Fund	20097	71,290.10	0.00	0.00	88.87	71,378.97	0.25	12/9/2022
Totals		239,236.74	0.00	10,036.27	374.00	229,574.47		

City of Vergas
Bond Schedule
2022

<u>Title</u>	<u>Purchase Date</u>	<u>Beg. Balance</u>	<u>Sold Date</u>	<u>Interest Rate</u>	<u>Bank</u>	<u>Maturity Date</u>	<u>Balance 12/31/2021</u>	<u>Interest Due 12/31/2022</u>	<u>Total Due 12/31/2021</u>
General Obligation Improvement Refunding Bonds, Series 2015A	12/15/2015	\$299,000.00		2.43%	Vergas State	2/1/27	278,315.75	33,263.00	252,315.75
2009 Gen. Obligation Water/Sewer Refunding Bonds	6/9/2009	\$475,000.00		4.09%	US Bank N.A.	1/1/23	187,150.00	83,352.50	270,502.50
General Obligation Improvement Refunding Bonds, Series 2019A	6/11/2019	\$985,000.00		3.10%	Northland Trust	2/1/40	1,351,645.72	352,715.09	1,311,645.72
General Obligation Water Revenue Note, Series 2022A	2/1/2022	\$132,000.00		2.00%	State Bank	2/1/32	146,920.00	14,920.00	146,920.00
Total		\$1,891,000.00							1,834,463.97

American Rescue Plan Funding 2021-2026

Identified Community Need	Source Identifying	Estimated Cost	Priority Ranking	Date Council Approved
Infrastructure: Generators for 1 Water Plant, 1 Fire Hall, 5 lift stations	Emergency Management Mitigation Action Plan			
Infrastructure: Higher grade dehumidifier for the	Utilities	\$2,470.00	1	9/14/2021
Lost Revenue: Event Center track type unit to provide barrier between kitchen & event area.	Event Center Committee	\$8,000		
Infrastructure: Paint Water tower out of these funds to keep water costs down that are passed onto residents.	Residents	\$123,000		
Broadband Infrastructure; IT Support (All computers/ipads)	City	\$2,400.00	3	9/14/2021
Infrastructure: Heaters for Water Plant	Utilities			
Municipal Building Telephone System	General Government	\$2,030.00	5	3/8/2022
It Support - Fire Wall and Microsoft 365	General Government	\$4,373.00	3	9/14/2021
NDSU Landscaping Phase 1 of Long Lake Park	Parks	\$1,250.00	2	1/11/2022
GIS Mapping	General Government	\$4,600.00	5	7/12/2022
Event Center Floors	Event Center Committee	\$40,000.00		

Income:

9/7/2021	Grant Funds	18,623.80
11/22/2021	Grant Funds	609.88
6/28/2022	Grant Funds	19233.67

Total Income

\$38,467.35

Expenses:

Dehumidifier	Water Plant	2,470.00
Fire Wall	General Government	848.44
Microsoft 365	General Government	1,124.56
Computer Tech. Support	General Government	2,400.00
NDSU Landscaping	Parks	1,250.00
Total Expenses - reported 04/30/2022 report		\$8,093.00

Telephone System	Telephone System	General Government	977.16
GIS Mapping	Widseth Mapping System	General Government	4,600.00

Total Income

\$13,670.16

Total in Fund

\$24,797.19

Total in Fund

*Bold numbers have been submitted to Treasury and cannot be altered.

Next report due 4/30/23 use email address cityofvergas@arvig.net

AGED BALANCES

CITY OF VERGAS

DATE: 09/12/2022 AUTHOR: VERJL22

CRITERIA: ACCT#: 0 - 999999999 NAME: 0 - Z ZIP: 0 - 0 * includes unbilled transactions

STATUS KEY: N=NORMAL W=NEW C=CUTOFF O=CHARGEOFF I=INACTIVE F=FINAL D=DISABLED R=RENTER L=LANDLORD

Acct#	Stat	Customer	Current	Over 30	Over 60	Over 90	Balance
21	N	BENJAMIN KRIEG	\$78.27	\$65.24	\$41.34	\$0.00	\$184.85
80	N	PENNEY, JOYCE	\$82.19	\$75.90	\$69.94	\$0.00	\$228.03
110	N	DAY, SHAWN	\$177.78	\$172.73	\$179.58	\$80.15	\$610.24
211	N	LEMON, BRANDON	\$274.27	\$280.66	\$208.46	\$180.07	\$943.46
230	N	WELDON, BEN &	\$293.73	\$189.03	\$188.99	\$576.82	\$1248.57
331	N	NASH, DUSTN	\$118.47	\$107.12	\$130.75	\$43.36	\$399.70
361	N	RHONDA UEKE	\$127.62	\$109.51	\$334.57	\$0.00	\$571.70
405	N	HODNEFIELD, PATRICK	\$91.04	\$103.13	\$72.81	\$0.00	\$266.98
502	N	TJ JOHNSON	\$128.86	\$114.78	\$104.34	\$250.33	\$598.31
530	N	DANIEL HOARD	\$113.69	\$98.63	\$92.03	\$224.75	\$529.10
570	N	TONY LICENSE	\$109.60	\$97.85	\$138.59	\$118.42	\$464.46
780	N	FRANKLIN, PAM	\$102.75	\$94.01	\$91.95	\$0.00	\$288.71
1180	N	WANNA BE	\$426.79	\$361.49	\$358.83	\$325.30	\$1472.41
1301	N	WANNA BE	\$82.80	\$75.27	\$68.43	\$118.76	\$345.26
1346	N	MOE, CLIFFORD	\$89.94	\$77.64	\$71.16	\$120.14	\$358.88
2000	N	LENDE, BRIAN	\$110.70	\$105.36	\$26.53	\$0.00	\$242.59
3100	N	TAMI RUST	\$82.61	\$75.70	\$68.22	\$116.71	\$343.24
7701	N	BRACKEN, JOSEPH &	\$83.27	\$85.16	\$97.45	\$0.00	\$265.88
Totals(18):			\$2,574.38	\$2,289.21	\$2,343.97	\$2,154.81	\$9,362.37

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

4/22
Page 1 of 4

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Vergas Fire Relief assn Previous Gambling Permit Number: X- 32626-21-12
Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____
Mailing Address: Po Box 98
City: Vergas State: MN Zip: 56587 County: Ottertail
Name of Chief Executive Officer (CEO): Nathan thon
CEO Daytime Phone: 218-234-5581 CEO Email: vergasauto@yahoo.com
(permit will be emailed to this email address unless otherwise indicated below)
Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☒ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted
(for raffles, list the site where the drawing will take place): Vergas Event Center

Physical Address (do not use P.O. box): 140 West Linden Street

Check one:

☒ City: Vergas Zip: 56587 County: Ottertail
☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): 10/15/22

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

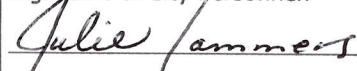
Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LG220 Application for Exempt Permit**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)****CITY APPROVAL
for a gambling premises
located within city limits**

- ☒ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: Vergas

Signature of City Personnel:

Title: ClerkDate: 8/8/22

**The city or county must sign before
submitting application to the
Gambling Control Board.**

**COUNTY APPROVAL
for a gambling premises
located in a township**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____ Date: _____
(Signature must be CEO's signature; designee may not sign)

Print Name: Nathan thon**REQUIREMENTS****Complete a separate application for:**

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS**Mail application with:**

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

Checklist for Exempt Raffle

Organization Name: Vergas Fire Relief assn		Previous Gambling Permit #: X- 32626-21-12	Date of Raffle Drawing: 10/15/22																																																																																
INSTRUCTIONS: <ul style="list-style-type: none"> The purpose of this form is to help your organization conduct exempt raffles in compliance with the requirements listed below. Detailed information regarding each requirement is available by clicking on the following links [in blue italics]: 1) applicable statutes and rules; 2) the <i>Lawful Gambling Manual</i> chapter on raffles; 3) the online class, "<i>Conduct of Raffles</i>"; and 4) the <i>phone number and email address</i> of your county's Compliance Specialist. After reading each checklist item, mark "Yes" to indicate that you understand the requirement and agree to comply. After answering "Yes" to each applicable item, your organization's CEO must sign the acknowledgment below. Include the completed checklist as part of your application to conduct an exempt raffle. 																																																																																			
Yes	N/A	<ul style="list-style-type: none"> If tickets will be sold prior to the event, mark "Yes" to item #1 and mark "N/A" to items #2 and #3. If tickets are sold only at the event using theater tickets, mark "N/A" to item #1 and answer "Yes" to items #2 and #3. 	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 10%; text-align: center;">Yes</th> <th style="width: 90%; text-align: left;">Conduct</th> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>9. Only cash, personal checks, cashier's checks, money orders, travelers' check, and debit cards may be accepted (NO CREDIT CARDS). (349.2127) (7861.0260)</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>10. The method of selection cannot be manipulated or based on the outcome of an event not under the organization's control. (349.173)</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>11. Persons are not required to be present at a raffle drawing to be eligible to win. (349.173) (7861.0310)</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>12. Raffle tickets are not sold to or won by persons under age 18. (349.181) (7861.0310)</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>13. Purchasers are not required to buy anything other than the ticket. (349.173) (7861.0310)</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 10%; text-align: center;">Yes</th> <th style="width: 90%; text-align: left;">House Rules</th> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>14. Clear and legible house rules in accordance with MN Rule 7861.0310 are prominently posted at the point of winner selection.</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 10%; text-align: center;">Yes</th> <th style="width: 90%; text-align: left;">Post Raffle Conduct</th> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>15. An exempt permit financial report (LG220A) must be submitted to the Gambling Control Board within 30 days of the gambling occasion. (349.166)</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>16. Gambling funds may only be spent for allowable expenses and lawful purposes. (349.12 3a & 25)</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>17. Gambling records must be kept for 3½ years. 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This form will be made available in alternative format (i.e., large print, braille) upon request.

An equal opportunity employer

City Council
2022 September Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, September 13, 2022

8. Oct 1, 2022 Hairy Man Event

High School Trap Shoot Demonstration
Temporary Liquor Permit

City Council
2022 September Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, September 13, 2022

9. Water/Sewer Late Fee Reduction Request

310 S Pelican Ave

Files Attached

- Utility Bill Request for Late Fee Removed.pdf

CITY OF VERGAS
PO BOX 32
VERGAS, MN 56587
218-302-5996

PLEASE REMIT THIS STUB
WITH PAYMENT

MEREL KVAM
c/o MEREL KVAM
131 1ST AVE N
VERGAS, MN 56587

AMOUNT
DUE

SERVICE ADDRESS > 310 S PELICAN AVE

DUE DATE	ACCT NUMBER
08/22/2022	610
BY DUE DATE	AFTER DUE DATE
\$161.36	\$177.50



KEEP THIS PORTION FOR YOUR RECORDS

CITY OF VERGAS
218-302-5996

PO BOX 32
VERGAS, MN 56587

ACCOUNT NUMBER		BILLING DATE
610		08/01/2022
CURRENT	PREVIOUS	USAGE
None	None	None
FROM	TO	DAYS
08/01/2022	08/31/2022	30

SERVICE ADDRESS	DUE DATE
310 S PELICAN AVE	08/22/2022
DESCRIPTION	AMOUNT DUE

Prior Balance	146.69
Payment(s)	-0.00
Late Fee	14.67
Total:	161.36

AMOUNT
DUE

BY DUE DATE	AFTER DUE DATE
\$161.36	\$177.50

Account: 610
MEREL KVAM
c/o MEREL KVAM
131 1ST AVE N
VERGAS, MN 56587

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13. Committee Reports

1. Parks
2. Streets/Sidewalks/Yard Waste
3. Water and Sewer Committee Report
4. EDA/HRA
5. Liquor Store, Licenses, Municipal Buildings
6. Planning Commission
7. Event Center
8. Budget

Files Attached

- 8.25.2022 Park Minutes DRAFTpdf.pdf
- 08.16.22SSYWminpdfrevised.pdf
- 09.0122SSYWpdf2.pdf
- 2022 Sidewalk Inspection (003).pdf
- 8-23-2022 Water amd Sewer Committee meeting.pdf
- 08-03-2022 EDA_HRA Agenda and Minutes.pdf
- Liquor Store, Municipal Building Committee Meeting.pdf
- Vergas Municipal Building (111 Main Street) Lease Agreement 2023.pdf
- 2022-08-03 Event Center Agenda Minutes.pdf
- Vergas Building Space Lease Agreement.pdf
- Event-Free and Reduced Policy.pdf
- Event-Free and Reduced Policy Matrix.pdf
- 09-01-2022 Budget Committee meeting.pdf
- 08-22-2022 Planning Commission Meeting minutes.pdf
- 09-08-2022 Planning Commission Meeting minutes.pdf
- Conditional Use Permit - 82-000-99-0170-001.pdf

8.25.2022 MINUTES DRAFT Parks & Rec Advisory Board Meeting

Convened at 5:00 p.m. by Chair Sherri Hanson.

1. **Members Present:** Carol Albright, Steph Hogan, Tony Sailer, Paul Pinke, Sherri Hanson.
Members Absent: Mike DuFrane, Sydney Glawe
2. **Others Present:** Liz Wiese, Bob Hager
3. **Additions to Agenda:** Long Lake Park Restrooms
4. **Approve July Minutes:** Motion by Pinke/Second by Sailer. Motion approved.
5. **Budget:** Looney Days Pass the Hat at the beach events yielded \$2300. The waterski shows also collected \$500. **Hanson will ask Lammers where that is reported on the Income & Expense Sheet.**
6. **NDSU Plans:** **Hanson will mail date options for a meeting to review the plans via SmartBoard.** Julie Lammers will need to be present to operate the equipment.
7. **EOT SWCD Discussion:**
Liz Wiese from SWCD presented ideas to stop erosion at the Tin Can Alley end of the Boardwalk. We can add black dirt and plant or use straw logs. Planting would likely be a more permanent solution. **She will check with their engineer to get his recommendations and then contact us.** SWCD might also have cost-share funds to help pay for the project.

Bob Hager, Vergas resident, has met with Wiese to discuss maintaining the shoreline of Long Lake on the park end. Wiese noted we should leave as many willows as possible to hold the soil. We could do native plantings along the Boardwalk ditch but would have to get approval from MNDOT.

Hogan noted we need to address the overall plan for revising the park first. Sailer reiterated that notion. Albright asked why Hager had removed the willows in the easement next to his property. She was reminded it was to create a snowmobile path.

The consensus was Hager can work with Wiese to develop an overall plan for shoreline planting AFTER the park revision plans are put into place.
8. **Dug Outs:** Loren Menz is building two dug outs for the main ball diamond, not the Little League Diamond. The estimate is \$5000. We do not yet know how much the insurance reimbursement will be. Menz is building chain link dug outs with metal roofs.
9. **Hairyman Event sponsored by Community Club:** will be Saturday, October 1, from noon-6:00 p.m. at the Ball Diamond. There will be a full roster of events including games for kids and adults, live music, trap shooting, fire department extraction demonstration, hairiest person contest, hairiest football team contest, bean bag tournament, Amazing Hairyman Race, three raffles, long sleeve t-shirts

for sale, and Proof Distillery's Vergas Hairymen Label on their product.

10. **Looney Days Collection:** Discussion about how to use it. DuFrane mentioned to Hanson we should install permanent picnic tables. The wood ones are very heavy and awkward to move. Sailer said lightweight plastic tables were more often stolen in his experience. Hanson noted we often need tables for various events around town. **More discussion is needed.**
11. **Update from DuFrane:** Hanson met with him earlier and they discussed the following:
 - Grill has been installed in Tin Can Alley.
 - The second Doggie Waste Station has arrived and will be installed in Tin Can Alley.
 - Hanson agreed to contact the pickleball fencing company to find out if they have other fencing we can use along the Trail.**
 - DuFrane and Engebretson will repair the roof of the bathroom at the ball diamond soon.**
12. **Other:**

Bathrooms at the beach are disgusting. Many complaints were made to Hanson and Albright at the beach events during Looney Days. **Hanson will report it as a high priority item to the Council.** Sailer has some ideas based on his past experience. DuFrane thinks City workers might be able to dig a trench from the bathhouse to the lift station. He also recommended a Muffin Monster that chews up everything! In any case, the time has come to address the issue.

Pinke noted bathroom at Ball Diamond is no longer handicap accessible since the sand from the Pickleball Courts was moved in front of it. He suggested the sand be moved and a "retaining wall" be built to make access available. No further action was taken.

Next meeting will be Thursday, September 22, 2022 at 5:00 p.m. in the Event Center.

Motion by Hogan/Second by Hanson to adjourn.

ACTION ITEMS

1. **HANSON:**
 - a. **Meet with Lammers. Where is \$500 waterski show donation reported?**
 - b. **Send date options for NDSU Plans Review to Board members and Lammers.**
 - c. **Contact pickleball fencing company. Do they have a fence for the Trail?**
 - d. **Report to Council:**
 1. **Bathrooms at beach need to be a high priority.**
 2. **Board will work with Hager/SWCD to develop a native planting plan for the beach after beach revision plans are developed and approved.**
2. **ALBRIGHT:**
 - a. **Follow up with Wiese at SWCD regarding erosion control at Tin Can.**
3. **DuFRANE:**
 - a. **Work with Engebretson to repair bathroom roof at Ball Diamond.**

- b. Install second doggie waste station at Tin Can Alley.**
- 4. EVERYONE:**
 - a. Brainstorm ideas about how to use Looney Days money.**
 - b. Who will follow through with handicap access for ball diamond bathroom?**

Street/Sidewalks/Yard Waste Committee Meeting Minutes
Vergas City Office
August 16, 2022

1.) A meeting of the Vergas Streets/Sidewalks/Yard Waste (SSYW) Committee was held on Tuesday, August 16, 2022 at 10:00 AM at the Vergas City Office. Present was Bruce Albright and Paul Pinke, Vergas City Council; Mike DuFrane, Utility Superintendent; Julie Lammers, City Clerk, and Jeff Kuhn, Widseth. Albright called the meeting to order at 10:04 AM.

2.) Agenda Additions or Deletions. Lammers wanted to add Lawrence Lake Acres and the associated road improvements for Glenn and West (W) Lake Streets (ST) to the agenda. She also said Items 9 and 10 on the distributed agenda (9. Engineering Review of City - is in progress) and (10. City Long Range Road Plan/Funding - to be further discussed once Widseth completes their street condition/pavement management survey, in progress.) could be deleted for reasons noted. Approved.

3.) Truck Route. Albright attended the 8/08/22 meeting of the Hobart Township Board of Supervisors. They agreed to allow the City to place a "No Truck Traffic" sign along Townline Road (RD), on the east side of the road, north of the Christopher Brown driveway. They wanted to revisit the issue in a year. There was considerable discussion about traffic in general in Vergas, parking issues, and the use of Scharf Avenue (AVE) as a "truck route". They also expressed concerns about the diagonal parking along South (S) 1st AVE. Pinke questioned if the truck traffic coming from the west could be routed down East (E) Linden ST, onto S Railway AVE? Trucks going north on County Road (CR) Number (No) 17 would then have to go back up West (W) Main ST. There has been talk that certain streets and avenues in town during the 1993 sewer and water project had thicker asphalt placed for truck traffic. Kuhn said Widseth's pavement study will address some of these issues. Albright felt we'll just have to continue to monitor the diagonal parking along S 1st ST, so far, he felt it was working, and because it is something "new", there remains a number of concerns/issues.

4.) New Pickup. DuFrane said we'll be able to order in October, but once the release is made, we may just have hours to respond. If we get a pickup, installation of a snow plow shouldn't be an issue. Aspen Equipment, Bloomington, MN, will be the ones installing the snow plow, lights, etc. We should be able to also get "State" pricing on the snowplow. We won't look at selling the 2005 Chevrolet pickup until the new one is here. DuFrane said the salesperson will keep him updated regarding when orders can be placed. We need Council approval prior to the October letting, or will need a "special" Council meeting, as a timely response will be required.

5.) Yard Waste. To date, the City has issued 231 permits, totaling \$13,855. Also to date, there has been associated expenses for \$7,486.35, for a net profit of \$6,368.65. Last year, when our loader lease expired, the City decided to wait with trading. Lammers said at the present time, there is no fund or money set aside for a new loader. In the past, loader expenses have been split: 1/3 - yard waste; 1/3 - streets; and 1/3 - parks/recreation. Last year, Fisher asked for a more detailed breakdown of the loader use. For 2022, the loader use breakdown is: 4 hours - Bunkowski farm cleanup; 2.1 hours - parks; 13.4 hours - yard waste; 2.9 hours - streets. DuFrane said because of the large stumps and tree trunks delivered to the yard waste side this year, the pile has basically been continually burning. Every time he repositions the pile, the fire ignites. The Committee discussed the camera at the disposal site, and if it could be determined who is hauling the large debris? To date, there has never been a citation issued for a yard waste disposal violation. Lammers said this year, staff have kept track of the issued

permits by Township. There was a questions as to how many permits (free) were issued to landowners within the City limits? Lammers didn't have that information available, but has it. The Committee discussed a possible increase in the non-resident dumping fee for 2023, currently it is at \$60/year, and the Committee decided to ask the Council to increase it to \$65/year for 2023, to start a "loader fund".

6.) S Unit AVE Manhole. Tony Boyd has filed a complaint about a manhole the City has in the northeast corner of his property at the intersection of S Unit AVE and W Mill ST. DuFrane said a couple of times the snowplow has hit the manhole. Boyd maintains the area around the manhole as part of his lawn. DuFrane said the first time the manhole was repaired, they packed "Class V" gravel around it. The second time, they placed black dirt, with an agreement with Boyd, that if the City seeded the area, Boyd would water the grass to get it started. There is also a culvert, just to the east of the manhole that drains north through W Mill ST. Unless turf is established around the manhole, dirt from the manhole erodes into the culvert. Albright would like to look at the issue. DuFrane said if the snow is plowed to the north side of W Mill ST, hitting the manhole, isn't a problem.

7.) Road Right-of-Way (R/W) - Townline RD and E Lake ST. Lammers said all affected landowners along Townline RD have verbally agreed to signing the necessary easements to acquire 33' of R/W on each side of the section line. Three of the four quarters of land along the road are in the City limits. One of the landowners, Terry Engel, has asked for the new R/W line to be staked along his property, as he wants to build a new fence, and wants to install it on the R/W line. After discussion, the Committee felt that all of R/W should be staked, as DuFrane would like to get bids for brushing the R/W once it's legally obtained. The Committee will recommend to Council to have Widseth stake the R/W. Lammers will be working with the attorney to get the easements signed and checks issued before the September 13th Council meeting.

Kuhn reported that Widseth is working on the R/W for E Lake ST with Soo Line Railroad Co. Their research shows that R/W issues for N Railway AVE should be addressed at the same time. He's working with the City Attorney to get any existing records, and any information KLJ Engineering may have gathered. Working with the Railroad, may take some time.

8.) Keilley Shores Third Addition. Widseth has put together a confirmation of request for engineering services for construction administration and observation for this subdivision, the quote is \$44,000, and necessary survey staking would be on an hourly rate, to be determined (TBD). Kuhn said whoever reports on the work that is done, either needs to be on site during construction, or they really can't certify, what took place. Albright said the Land Usage Ordinances, Section 152.10, (C) (a) states "if the subdivision is is going to install the public improvements, the required security shall be the sum of the following fixed or estimated costs: 5. Engineering, to include developer's design, surveying, and inspection." Lammers said the developers would like to hold the preconstruction meeting on Thursday, September 2, as they would like to start the work right after Labor Day. DuFrane said he would not be available on that date. Lammers said she could check on the possibility of holding the meeting on September 8th. A SSW meeting could be held at 9:30 AM, with the preconstruction meeting at 10:30 AM. The meeting would be held at the Event Center. The Bunkowske's hired Moore Engineering to do their public utilities' plans and specifications. Kuhn has reviewed those specifications, and it states the owner is responsible to employee and pay for the testing. The City won't be the owner until the utilities (road, sewer, water) are installed, and accepted by the City. DuFrane said for previous Bunkowske subdivisions, the City hired Ulteig Engineers, Inc. (UEI) to do "part-time" inspection work for the subdivision utilities. There was discussion about the potential engineering fees associated with the Shady Oaks Subdivision, at one time owned by Kevin Zitzow, Vergas Auto Repair. This subdivision is located south of W Hill ST. Albright said differences could exist from a "City designed and owned " project, versus

Bunkowske's Third Addition, where they hired their own engineer to do the design, specifications, installation, and construction monitoring. They will pass their costs for said services along to the perspective lot buyers.

In order to make sure that Bunkowske's do the necessary inspections, tests, etc., Albright felt at a City expense, we should have Widseth do a couple of "drop-in" inspections during construction, and to request and analyze all of Moore Engineering's inspection reports, tests, etc. Any discrepancies, should be immediately reports to Lammers. And Moore Engineering has to agree to make said reports and inspection available for our review. Kuhn can put together a cost estimate for said services.

9.) Lawrence Lake Acres. Widseth has been authorized to do "preliminary" engineering reports for our Glenn ST extension and the improvement of W Lake ST. Kuhn thought their "draft" reports could be available for the next SSW meeting. Once the reports are filed, separate landowner informational meetings will be held for each road. Lammers said the developer (Josh Hanson) is ready to move ahead with the entire project, as the first four lots appear to be spoken for. The City agreed to allow the first four lots to be sold without City sewer or water, due the costs of said City services. A decision whether or not the the remainder of the subdivision will require City sewer or water will be looked at by the Sewer and Water Committee on August 22. Lammers has been in contact with the Minnesota Rural Water Association, and they may have low interest loans available to assist with the City water service. There doesn't appear to be any other federal or state grant assistance available for roads, water, or sewer, but Otter Tail County, would have \$100,000 available to assist if public utilities are installed.

Kuhn questioned what design standards they should use for Glenn and W Lake ST? Would we be looking at a curb and gutter section, rural design, or paved street, would there be a trail or sidewalk? With the passing of a Complete Streets Policy, Lammers said the need to consider the possibility of a bike path along this road. Otter Tail County is looking at finishing their Complete Streets Policy in December or January, 2022/2023. Once they've adopted, the City intends to use their Policy as a draft for our policy. There was more discussion regarding whether or not the remaining 28 subdivision lots should have sewer or water, or both. Questions arose regarding the installation of wells and individual sewage treatment systems into the City's Drinking Water Supply Management Area (DWSMA). Kuhn said the City of Alexandria has adopted a policy where no new wells can be drilled in their corporate limits. Hanson has indicated that he may have a contractor that could build his subdivision roads yet this fall. He'll need a conditional use permit for said construction. Most likely, City reconstruction of Glenn or W Lake ST would not occur until 2023, at the earliest.

10.) Other. Lammers said the County's Highway Department building in Pelican Rapids is under construction. If everything goes good, the City could be getting the County's shop in Vergas in June/July, 2023. DuFrane talked about his overflow issues at the City's current shop. He doesn't have room to expand. The Vergas County shop is not large enough to house the City's trucks with their snowplows on. That is why the County always had to remove the plows to house the trucks inside. Albright felt another option might be to find a new location for the City shop, somewhere outside of town, where the City would have more room for outdoor storage, etc.

The meeting was adjourned at 12:20 PM.

Respectfully prepared and submitted by;

Bruce E. Albright, City Council Member

Council Recommendations:

- Put procedures in place for procurement of a new pickup with snowplow for October, 2022.
- Authorize Widseth to stake R/W along Townsline RD once easement are obtained.
- Increase 2023 Yard Waste permit fees for out-of-town users to \$65.
- Authorize Widseth to include N Railway AVE in Railroad negotiations.
- Authorize Widseth to evaluate testing and reports for Keilley Shores Third Addition before accepting sewer, water and road as City utilities.

Follow up Actions:

- Continue to work on R/W needs for East Lake Street and N Railway AVE.
- SSW Committee to continue to work on budgets, and future road funding needs.
- Continue to work on City parking, issue engineer work orders to analyze parking potential behind the Event Center, along S 2ND AVE, S Railway AVE (assuming Railroad approval), and behind City Offices including County shop. Work on handicap parking spots.
- Assess needs/budget for Small Cities Assistance Program funding. Lobby legislators for future funding, explain our needs to Legislators.
- Evaluate County and MnDOT speed study data regarding public safety concerns along trail. Look at creating an "urban" district.
- Continue to work on snow removal, sidewalk, and parking ordinances/policies to address concerns.
- Look at making W Sunset Strip an official street.
- August, 2023, meet with Hobart Township regarding truck route sign.

Street/Sidewalks/Yard Waste Committee Meeting Minutes
Vergas City Office
September 1, 2022

1.) A meeting of the Vergas Streets/Sidewalks/Yard Waste (SSYW) Committee was held on Thursday, September 1, 2022 at 9:30 AM at the Vergas Event Center. Present was Bruce Albright and Paul Pinke, Vergas City Council; Mike DuFrane, Utility Superintendent; (via video) Julie Lammers, City Clerk, and Jeff Kuhn, Widseth. Besides the aforementioned, also attending for the Keilley Shores preconstruction meeting were: Keith Bunkowske; Jon Pauna, Moore Engineering; and Bryce Moen, Hough, Inc. Albright called the meeting to order at 9:45 AM.

2.) Agenda Additions or Deletions. Lammers wanted to add ArcGIS Field Maps, and Eva Street (ST) and Dianne Avenue (AVE). Approved.

6.) Keilley Shores Third Addition. Widseth has furnished a revised cost estimate (based on 08.16.22 SSYW meeting discussions) for assistance with construction administration for the referenced project. Their estimated cost is \$8,000. Albright thought those costs should be borne by the City of Vergas, and split equally between the sewer, water, and road accounts. Pinke agreed. DuFrane questioned the use of a trench box for utility installations. Lammers said at this point, this is Bunkowske's project, and the City is not involved. Kuhn added that if someone sees a potential dangerous situation at the construction site, we have a moral obligation to mention it to the project supervisor. DuFrane also questioned if they can use sand found onsite for backfilling? Kuhn said that depends on whether or not it meets the specifications. DuFrane's role regarding inspections was discussed from a City perspective. Photos of major connections, etc., would be good. The preconstruction meeting is scheduled for 10:30 AM this morning.

7.) Sidewalk Report. DuFrane has furnished his 2022 Sidewalk Report. Over the weekend, Albright noticed two curb stops (In front of Lavish Loon and American Beauty Salon) that were raised up. He was concerned about a potential tripping hazard. DuFrane said over Loony Days, he placed orange cones on the curb stops, but somebody moved them. Lammers has contacted the Otter Tail County Highway Department on the issue, and Charles Grotte, County Engineer, response dated 08.31.22 was reviewed. They inspected the sidewalks on 08.30.22. They didn't see any concerns from a hazard standpoint, besides the two water services (mentioned) that the City needs to fix. Any work within the County's right-of-way (R/W) would require a Working in the R/W application. He also questioned when the posts were installed for the various business overhangs? Lammers said they were approved the State, when they had jurisdiction on Trunk Highway (T.H.) No. 228, which they've now turned over to the County, County Road (C.R.) No. 60. The office has documentation regarding the State's approval. Back on 07.28.22, Grotte replied to Lammers, that the County does sidewalk repair, replacement, or ADA compliance work when they do resurfacing or reconstructing projects on their roads. At this time, there are no major projects planned for Main ST (C.R. No. 4). They are working on their 2040 Transportation Plan, and that could change things.

DuFrane thought to repair the two raised curb stops, he would need to rent a chop saw, cut out around the curb stops, and hopefully, they could be lowered. Once done, concrete would need to be poured to fill the holes. DuFrane thought to rent a chop saw, was about \$150/day. Albright felt estimates for each repair should be prepared. Lammers suggested splitting the costs for said repairs with the respective business building owners on a 50/50 basis. Albright thought the cost estimates should be reviewed with the business owners, the County should

be contacted to make sure they agree with the proposed repairs, and the City would need to apply for the Working in the R/W permit. Because of the awnings and posts, the sidewalk in this area is not able to be plowed. DuFrane will try to get the work done, yet this fall. Per DuFrane's report, it was noted that the Karen Hill sidewalk is not the City's responsibility.

At 10:25 AM, the SSYW meeting was temporarily delayed to hold the Keilley Shores preconstruction meeting.

Keilley Shores Reconstruction Meeting. Kuhn asked Pauna if they wanted to run the meeting? Paula said since Widseth prepared the meeting agenda, it should be run by Kuhn. A signup sheets was circulated and introductions were made. Some items of note: Rick Nelson is the Project Supervisor for Hough, Inc. (218-849-5551); Whitney Buck, Hough Inc. is the erosion control supervisor; they will comply with the Minnesota Pollution Control Agency (MPCA) stormwater permitting conditions; Hough will make the Gopher One call (Arvig/Otter Tail Power); a private water service, that may need to be cut in the existing cul-de-sac was discussed, Hough will work with the affected homeowner, and a sleeve could be installed for future service if it ever needs to be dug up again; there is no natural gas in the area, and Bunkowske said their line currently ends by the cemetery and requests for said service has been too costly; Sherbrooke Turf will be doing the seeding and erosion control; Albright said the City, who will be assuming ownership of the road, sewer and water lines upon completion of the project, will have Widseth, as a City expense, periodically check the project, review construction records and testing results, and report to the City; DuFrane will periodically check the project on the City's behalf, and should be present for major connections, etc.; Hough is looking maybe to start next week, there will be excess material on the project, and they are currently testing the material to see if they can use it on another project they have, if the material isn't acceptable, this may delay the Bunkowske project for several weeks; City ordinances require the work to be done between the hours of 7:00 AM - 7:00 PM; WSB will be providing the necessary testing, Meadowland Surveying will be setting control points, and Hough will use a gis cad files to construct the project, the City asked for a copy of the cad files; copies of any shop drawings will be sent to Widseth via email; there are no traffic issues to deal with; there should be no asphalt to cut, as Moen said the last time Hough worked in the area, they stubbed the sewer and water lines past the cul-de-sac area for easy hookup; Hough will provide a porta-potty on site, Kuhn said the site should be kept clean; any changes to the plans should be documented for record drawings; and Bunkowske said they will try to get the area covered yet this fall for erosion protection; and the estimated time frame for construction is four weeks.

Pauna said that from Moore Engineering's perspective, they are pretty much done with their work and not involved with the construction. DuFrane questioned what would happen if the onsite material is not acceptable for backfill, Moen said they could get the material from Mark Sand and Gravel. Bunkowske said that some of the work with their prior grade and fill permits on the individual lots is completed, and they will be seeding those areas this week.

At 11:00 AM, the preconstruction meeting ended, and the SSYW Committee continued their meeting. DuFrane also went back to his conference.

3.) Minutes. Minutes for the 08.16.22 SSYW Committee meeting were attached with today's meeting agenda. They were reviewed by Lammers and DuFrane with minor changes noted. Pinke thought they looked fine. Approved.

4.) Lawrence Lake Acres. The sewer and water committee met with developer Josh Hanson on August 22. Also in attendance was Hanson's real estate agent, Mike Summers. Summers said if the special assessments for City water and sewer exceed \$25,000 - \$30,000 per lot, the lots in his opinion will not sell. Currently, there are 24 lots left that could be served with City

utilities. This could raise between \$600,000 - \$720,000. With the County's contribution of \$100,000 (Otter Tail Facilities Grant), and if the City of Vergas were to provide the remaining balance, the project could be doable. It was estimated that the project could cost around \$1 million. Widseth is taking another look at the cost estimate. It would probably be cheaper if Hanson had the utilities and road installed under his own contracts (like Bunkowske), then to have the City do them. Hanson has submitted a Conditional Use Permit for the subdivision roads. The required hearing will be held in conjunction with the Planning and Zoning Committee meeting on September 26th. It can be taken up by the Council at their October 11th meeting. Hanson has a contractor that could do the road work yet this fall, weather permitting. It might make sense if the sewer and water lines were installed in the road. Kuhn noted that we have not seen a design plan or specifications from Hanson. Lammers thought Apex Engineering was doing that work for Hanson. Lammers is looking at a possible low interest loan for the City's share of the utility costs (if approved by the City) through Minnesota Rural Water.

Lammers thought there was a possibility of serving the new business along C.R. Nos 35 and 4 (if land is rezoned commercial) with sewer and water. If that were the case, perhaps water and sewer could be ran to the folks along Bennett Road? Other neighboring cities are furnishing water and sewer, with no payments due for 15 years, as long as they hookup in this time frame. Lammers thought that the existing water and sewer lines were extended about 50' past the former Donald Bunkowski's driveway.

Widseth's preliminary engineer's estimates for Glenn ST and W Lake ST were reviewed. The estimate for Glenn ST was \$276,400, assuming a 36' wide back to back street with curb and gutter, 3.5" bituminous, and 6" of Class 5 base. The estimate also includes extension of the water and sewer utilities. Albright felt those costs should be separated, as they would be assessed differently than the road costs. This new road, since a road doesn't exist in this location at the present time, might be assessed differently than a road improvement or road maintenance (Special Assessment and Trunk Area Policies and Procedures for Public Improvements and Maintenance Costs, effective October 3, 2011). The extension of Glenn ST to connect with the Lawrence Lake Acres subdivision probably wouldn't benefit the current landowners living along Glenn ST. Albright also questioned if a curb and gutter section would be installed, especially if the roads in the subdivision were not designed to these specifications. Kuhn said for estimating purposes, a "rural" section or a curb and gutter section would cost about the same from a grading perspective, but curb, gutters, and asphalt would cost considerably more at the next step.

The estimate for W Lake ST is \$188,400. The design assumes a 22' wide top, no curb or gutter, 2' aggregate shoulders, with 3.5' bituminous, and 6" Class 5 base. Albright thought that for now, we should remove asphalt from the estimate. In accordance with the City's aforementioned policy, reconstructions are assessed 50% to the abutting benefited properties.

Dates for informational meetings for Glenn and W Lake ST were discussed. The Committee decided on Tuesday, September 20th. The informational meeting for Glenn ST will be held at 6:00 PM, and meeting for W Lake ST at 7:00 PM. Lammers will publish a meeting notice. Kuhn will have landowner handouts for the meeting, and will redo the costs estimates per today's discussions. For Lawrence Lake Acres, Kuhn would recommend 8" diameter mains for both the sewer and water lines. Kuhn's estimate also includes possible waterman looping from C.R. No. 17 along W Lake ST, for \$187,600. He said there are benefits to looping the water mains. Plus the residents along W Lake ST could hook up. Albright noted that improvements for W Lake ST were initially referenced in the Capital Improvement Plan dated August 2019.

8.) Next Meeting. Since Kuhn will already be in town for the Glenn and W Lake ST meetings, the Committee decided to hold their next meeting also on September 20th at 4:00 PM.

9.) Adjournment. Since Lammers had another meeting scheduled for 12:00 noon, the SSYW Committee did not finish their agenda items, which will be continued at the next meeting. Meeting adjourned at 12:00 noon.

Respectfully prepared and submitted by;

Bruce E. Albright, City Council Member

Council Recommendations:

- hire Widseth for assistance with construction administration and site visits for Keilley Shores Third Addition project, with costs split between sewer, water, and road accounts.
- Authorize City Staff to lower curb stops (2) along Main ST.

Follow up Actions:

- Continue to work on R/W needs for East Lake Street and N Railway AVE.
- SSYW Committee to continue to work on budgets, and future road funding needs.
- Continue to work on City parking, issue engineer work orders to analyze parking potential behind the Event Center, along S 2ND AVE, S Railway AVE (assuming Railroad approval), and behind City Offices including County shop. Work on handicap parking spots.
- Assess needs/budget for Small Cities Assistance Program funding. Lobby legislators for future funding, explain our needs to Legislators.
- Evaluate County and MnDOT speed study data regarding public safety concerns along trail. Look at creating an "urban" district.
- Continue to work on snow removal, sidewalk, and parking ordinances/policies to address concerns.
- Look at making W Sunset Strip an official street.

Future Meeting Agenda Items:

- speed limit sign C.R. Nos 4/60
- sign for yard waste disposal site.

SIDEWALK REPORT 2022

1. City Office/ Liquor Store
 - a. Crack length of sidewalk, 1" + deviations few and few pieces missing. Poor condition.
2. Post Office
 - a. Couple of cracks. Fair condition.
3. Bruhns Rental Property
 - a. Fair condition.
4. Hardware Store
 - a. Fair condition on Main Street
 - b. Fair condition on Railway Ave.
5. Billy's Bar
 - a. Railway Ave is in fair condition
 - b. Main Street, Cracks with 1" deviations and few pieces missing. Fair to poor condition.
6. Boutique
 - a. Fair condition.
7. American Beauty Salon
 - a. 1" + deviation and pieces missing. Fair to poor condition.
8. Lavish Loon
 - a. 1" + deviation curb stop is up 1" +. Fair to poor condition.
9. Natalie Serendipity
 - a. Fair condition
10. Otter Coffee
 - a. Cracks in sidewalk. Poor condition.
11. Loons Nest
 - a. Good condition.
12. Bank
 - a. Main street couple of cracks Fair condition.
 - b. 1ST Ave cracks with 1" deviations fair to poor condition.
13. T and Z Properties
 - a. Main Street good condition.
 - b. 1ST Ave good condition.
14. Franklin Fence
 - a. Good condition
15. Fire Department
 - a. 1ST Ave good condition.
 - b. Pelican ST good condition
16. Event Center
 - a. Fair condition.
17. Karen Hill
 - a. Cracks 1" + deviations crack poor condition.
18. Park
 - a. Cracks Fair to poor condition

Water Sewer Committee meeting

The Vergas Water/Sewer committee met at the City Office on Tuesday, August 23, 2023 with the following present: Natalie Fischer, Logan Dahlgren, Julie Lammers, Josh Hanson, Alyssa Ohman and Mike Summers.

Lawrence Lake Acres

Josh Hanson explained he is moving forward with the final plat and would like to proceed with wells and rural sewer systems due to cost. Mike Summers explained the lots would be difficult to sell with assessments of more than \$25,000 - \$30,000 on them.

Water and Sewer Funding

Reviewed costs of Water and Sewer and the ability for the City to help with these costs due to the gains for the city. Within the first year with the current fee schedule the City would receive \$31,464 for water and \$30,24.00 in sewer if the average usage of 5,000 gallons were used. If the City extends water and sewer to this development, it would also be able to extend the water and sewer to the 5 lots across the road on West Lake Street. Discussed charging either \$25,000 (bringing in \$600,000) or \$30,000 (bringing in \$720,000) to cover the cost of city water and sewer lines. The County has a grant for \$100,000.00. Scott Kolbinger, KLJ Engineering provided us with an estimate of \$1,276,807.00. The sewer fund would need to cover the lift station for \$225,000.00. Lammers will contact Engineer Jeff Kuhn regarding estimate and lowering it by the remaining \$231,806.00. This is approximately the amount for the 25% contingency. The city could look at either bonding or securing a loan with MN Rural Water for the project.

Meeting adjourned until more information can be provided.

Julie Lammers
City Clerk-Treasurer
City of Vergas

Follow up actions:

Lammers to contact Josh Hanson to discuss assessments.
Lammers to contact Engineer regarding cost estimates.
Lammers to get bond and loan information for the project.

**Vergas EDA/HRA
Billy's Corner Bar & Grill
2:00 PM on Wednesday, August 3, 2022**

The City of Vergas Economic Development Authority (EDA) and Housing Redevelopment Authority (HRA) met on Wednesday, August 3, 2022 at 2:00 pm at Billy's Corner Bar with the following members present: Kevin Zitzow, Paul Pinke and Austin Tegtmeier. Absent: Bruce Albright and Vanessa Perry. Also present: Clerk/Treasurer Julie Lammers and Joy Summers.

Call to Order

Meeting was called to order by President Kevin Zitzow.

Agenda Additions and Deletions

Approved agenda as presented.

Minutes

Motion by Pinke, seconded by Tegtmeier to approve June 1, 2022, minutes. Motion passed unanimously.

Status of Recommendations to City Council

Vergas Comprehensive Plan 2036 was approved by the Vergas City Council on August 2, 2022.

Financial Update

Lammers reviewed income and expenses regarding the EDA/HRA.

Old Business

2023 Housing Goals

Identify buildable lots: Review housing study determine the types of housing needed, work with City and private development to furnish said housing.

Identify lots within current city limits, who owns said lots, their price, and whether they have City services (water/sewer), or their potential for said services.

Identify potential building lots within a one-mile radius of Vergas, who owns the lots, and their selling price.

Assess potential of providing City services.

Work with developer of Lawrence Lake Lots, as well as owners of other available lots within Vergas City limits on a marketing campaign to help sell said lots.

Determine interest in grant or low interest housing program to repair or improve existing housing.

Assisting current residents in retaining and maintaining their properties through knowledge of available programs.

Add information to newsletter and web page.

Aid residential developers by making new housing more available through support of waived permitting fees; tax abatements or tax increment financing; etc. Big Build, waive WAC and SAC fees, street repair and make a flyer on what we do.

Convey the message that all aspects; live, work, and play; contribute to the existing high quality of life in our community. Update information on baseball field, pickleball and new buildings.

Work with developer of Lawrence Lake Lots, as well as owners of other available lots within Vergas City limits on a marketing campaign to help sell said lots. Diane/Eva area, Bunkowske Addition, etc.

Look at grants, loans, programs, at the local, state, and federal levels to make city services (water/sewer) available and affordable for new developments. Work with our engineers, Widseth.

Continue to be involved with City Comprehensive planning process, focusing on housing issues/concerns within said study.

Continue to collaborate with Otter Tail County on their "The Big Build" project. Link web pages.

Update website page. Use hyperlinks with the County and Realtors. Sell our community. Target people using it.

Economic Development Goals

1. Meet with existing business owners, determine how things are going for them, or if they need our assistance to stay in business or to expand their business. Send out survey and have members meet with businesses. Discussed doing this in February or March.

2. Support current commercial businesses with training and information on available or upcoming funding in order to help them maintain and grow at a successful rate. 2023 Annual Meeting.

3. Work with Planning and Zoning to review areas within current city limits and within a one-mile radius for potential future business development/growth.
 4. Continue redevelopment efforts of unoccupied commercial buildings within the city of Vergas.
 5. Encourage well planned quality development of commercial areas. Add map on web page.
- Continue to work on parking issues within business district (availability/handicap), identify solutions, both short-term and long-range. Solutions might involve buyout of existing businesses, identify funding sources.
- Continue to be involved with City Comprehensive planning process, focusing on business issues/concerns within said study.
- Meet with Commercial Club to review each other's goals, common interests, and where interests may overlap. Work together to enhance each other's missions. Identify and promote needed businesses; hotel, car wash, pharmacy and upper-level bar, etc. Look at property for sale as parking lots (sample lot on corner of Glenn and Pelican).
- Survey businesses regarding staffing needs. Combine with goal 1.
- Update website page.

New Business

Attic Shoppe

Discussed ideas for the soon to be vacant second floor of the Municipal Building.
Museum, Visitor Center or Brewery...

Meeting adjourned at 3:20 p.m. The next meeting will be held September 7, 2022, at 2 pm at Billy's Corner Bar and Grill.

Julie Lammers
City Clerk-Treasurer
City of Vergas

Council Recommendations

None.

Follow up Actions.

Update 2023 EDA/HRA goals with comprehensive plan goals.
Update webpage.

**City of Vergas
Liquor Store Committee Meeting**

The Liquor Store/Municipal Building/License Committee was called to order on Thursday, September 1, 2022, at 6:30 pm at The Vergas City Office. Present were Julie Bruhn, Logan Dahlgren, Kyle Theisen and Julie Lammers.

Municipal Building

Lease for rental space on the second floor of the building was discussed.

We have received notice Bonnie Anderson will end her lease as of September 30, 2022.

The following items need to be addressed in the lease: Carbon dioxide detector, fire extinguisher and alarm.

JoAnne Knuttila has approached the City to rent the space above the liquor store (currently rented as the Attic Shoppe). She would like to have a thrift store and alterations business in the space. Lammers has contacted an engineer from Widseth to review ADA Compliance but due to illness he has not been able to look at the space. Knuttila has requested the following: 2 signs-one under liquor store electric sign and one in window; Allow them to put current carpeting in Event Center dumpster; Cover flooring; Paint; Replace lights and/or light fixtures; Replace paneling on stairs; and consider chair lift.

Committee recommends to Council a 1-year lease for \$500.00 a month with lessee doing updates to building not to exceed \$2,000 and approved by the municipal building committee.

Liquor Store

Kyle Theisen, Liquor Store Manager questioned committee on their opinion regarding selling edibles and weed if they become legal and available for Municipal Liquor Stores. Committee stated they were open to selling when laws were updated.

Theisen brought pros and cons for relocating the current liquor store. Discussed swapping the liquor store and event center or proposing to Olson Oil build on property across from the Event Center. Pros and Cons are attached to minutes. No recommendations were made committee asked Theisen to provide more information and financial data regarding building a new store.

Recorded by Julie Lammers, City Clerk-Treasurer

Council Recommendations:

Approve rental agreement with A Step Up agreeing to spend \$2,000 on improvements.

Follow Up Actions:

Theisen to provide committee with Olson Oil information regarding land and building.

Lammers update lease on municipal rental.

Lammers meet with Engineer regarding ADA compliance.

Pros

- Parking lot specifically for the liquor store
 - Some people are “embarrassed” - don’t want to walk down the block carrying alcohol
 - Currently cannot park truck/boat/camper.
 - Currently no handicap parking
 - Customers have said they’re going to 7 Sisters for better parking.
- Can design the store to our needs
 - The VMLS has outgrown the current building. (currently 1044’sq)
 - June +\$4,700 vs 2021
 - July +\$4,400 vs 2021
 - Aug +\$21,000 vs 2021
 - Currently lots of double-handling of product.
 - Ice hauled in from alley on carts, through store – make delivery drivers do it
 - Beer stocked in cooler multiple times daily – make delivery drivers do it
- Current deliveries unloaded in alley, sometimes getting rained/snowed on

Pros cont.

- Possible to put in drive-through
- Would free up the current liquor store location for additional rental
- One-Stop Shop
 - Vergas 66 is one of the highest foot traffic stores in town.
 - Potentially bring in new customers who wouldn't normally stop.

Cons

- \$\$\$
- Could possibly take away parking for the Event Center
- Will relocate liquor store foot traffic away from downtown businesses

LEASE AGREEMENT

THIS AGREEMENT is entered into this ____ day of _____, 20____, by and between the City of Vegas, hereinafter referred to as "Lessor", and _____, d/b/a _____, Limited, hereinafter referred to as "Lessee".

The Lessor owns land and a building located at 117 East Main Street, Vergas, Minnesota. Lessee desires to utilize the upper floor of the building as a shop for her business.

The parties hereto, being desirous of setting forth their respective obligations, rights and duties relating to the lease of the above referenced areas (hereinafter referred to as the "Premises"), now agree and covenant as follows:

1. **LOCATION OF PREMISES.** Lessor shall lease to Lessee the entire second floor of the Vergas Municipal Building and shall have the use of the restroom on the first floor of the building located at 117 East Main Street, Vergas, Minnesota.

2. **USE OF PREMISES.** Lessee shall lease the premises for the purpose of operating the "Attic Shoppe". The Premises shall not be used for any other purpose unless Lessor agrees in writing to the change. Lessee shall not use the Premises for any unlawful propose nor shall it operate its business so as to create a nuisance.

3. **TERM.** This lease shall be for an initial period of One (1) year, commencing _____, 20____.

4. **RENTAL RATE.** Lessee shall pay to Lessor the sums indicated in the following schedule of payments:

a. Monthly rental payments shall be \$500.00;

All payments are due on or before the first day of the month for which rent is due. Payment after the due date shall incur a penalty of 10% the amount due. Rent shall be paid at City Hall, Vergas, Minnesota.

5. **SECURITY DEPOSIT.** Lessor will not require any security deposit for the performance of the terms and conditions contained herein.

6. **UTILITIES.** Lessee shall be responsible for the cost of all utility services supplied to the Premises for the entire term of the lease. Lessee shall be solely responsible for said costs and shall hold harmless and indemnify Lessor for any costs associated with the maintenance, installation or use thereof.

7. **TAXES.** Lessee shall timely pay all sales, use, payroll income and all other

taxes incurred in the operation of Lessee's business on the Premises. Lessee shall timely pay all real estate taxes levied against the Premises and any additions thereto payable in 2012 and each year thereafter as long as this lease or any renewal thereof is in effect. Lessor shall pay any special assessments levied against the premises in 2012 and subsequent years.

8. **INSURANCE.**

A. **GENERAL LIABILITY.** During the term of this lease, and any renewals hereof, Lessee shall maintain general comprehensive liability and casualty insurance covering its operations both on the Premises and including the surrounding parking lot and contiguous area. Lessee shall provide liability insurance in an amount to be agreed upon between Lessor and Lessee, which shall be not less than \$300,000.00. Said amount shall not be less than the policy limits in effect during the last policy term prior to the date the lease is entered into. Lessee shall protect and hold Lessor harmless from any losses or liability arising out of Lessee's use of the Premises.

B. **WORKMEN'S COMPENSATION INSURANCE.** Lessee shall be responsible for providing workmens compensation insurance for all of Lessee's employees working on the Premises.

C. **PHYSICAL DAMAGE INSURANCE.** Lessee shall insure the Premises and any additions or improvements thereto and all fixtures, against physical damage with a replacement cost policy naming the Lessor as a loss payee.

D. **PROOF OF INSURANCE.** Lessee shall cause its insurer to provide a certificate of insurance to Lessor at the beginning of this lease showing Lessor's designation as either loss payee or named insured, as may be appropriate, on all applicable insurances. Hereafter, these documents shall be provided no later than 30 days subsequent to the renewal date of any applicable policy period. The policies shall provide that notice will be provided to Lessor of cancellation or non-renewal at least 30 days prior to the expiration or cancellation of the policy.

9. **INDEMNIFICATION.** Lessee shall protect and hold Lessor harmless from any losses or liability arising out of Lessee's use of the Premises.

10. **DAMAGE OR DESTRUCTION OF PREMISES.**

A. **PARTIAL DESTRUCTION.** Lessee shall have thirty (30) days to make repairs sufficient to restore the Premises to its previous condition.

B. **COMPLETE DESTRUCTION.** In the event the Premises are destroyed or rendered untenable by fire, storm, earthquake, or other casualty not caused by the negligence or intentional acts of Lessee or any of Lessee's agents, employees,

representatives, guests, invitees, or customers, or if the same are taken by eminent domain, this Lease shall terminate from such time except for the purpose of enforcing rights hereunder that may have accrued to that date. The rental amount shall be prorated to the date of such destruction or untenantability or taking of the Premises, Lessee paying up to such date and Lessor refunding the rent collected beyond such date.

Should only a part of the Premises be destroyed or rendered untenantable by fire, storm, earthquake, or other casualty not caused by the negligence or intentional acts of Lessee or any of Lessee's agents, employees, representatives, guests, invitees, or customers, the rent shall abate in the proportion which the damaged portion bears to the whole Premises provided that the business that Lessee has been conducting can reasonably still be conducted in the non-damaged part of the Premises. Lessor shall have no duty to repair any part of the premises which are destroyed or otherwise rendered untenantable. The costs of any repairs voluntarily made by Lessor shall be paid for by Lessor unless the damage was caused by the negligence of Lessee or Lessee's agents, employees, representatives, guests, invitees, or customers, in which case said cost shall be paid by Lessee.

11. **CARE, MAINTENANCE AND REPAIR OF PREMISES.**

A. Lessee shall take the Premises in the condition in which it is in at the time Lessee occupies the Premises. Lessee shall return the Premises, and any of Lessor's equipment located in or about Premises, in as good a condition as it was in at the commencement of this lease, reasonable wear and tear excepted.

B. Lessor shall be responsible for all maintenance and upkeep of the all electrical, heating and cooling systems, and plumbing repairs.

C. Lessee and Lessee's customers may use Lessor's first floor bathroom. Lessor shall be responsible for cleaning and repair of the bathroom. However, should Lessee or Lessee's customers damage or otherwise cause Lessor to incur extraordinary costs to clean and maintain the bathroom such costs shall be borne by Lessee.

D. Lessee shall be responsible for the cost of replacing any broken windows or glass on said premise. Lessor shall be responsible for all other maintenance and upkeep of the structure of the Premises.

12. **ALTERATIONS AND IMPROVEMENTS.** No alterations, additions or improvements to the Premises shall be made without Lessor's express written consent. If, upon Lessor's consent, alterations, additions, or improvements are made, Lessee shall pay all time and materials promptly. Should any liens be filed against the property by way of Lessee's failure to pay for materials or services, Lessor may pay the same, charge any expense of so doing to Lessee, and terminate this agreement. Any alterations, improvements, or additions become the sole property of Lessor, free of any

claim or interest of Lessee, at the expiration or termination of this lease.

13. **ASSIGNMENT OR SUBLETTING.** Lessee shall not assign this lease or sublet the Premises or any part thereof, without Lessor's prior written consent. Any such assignment or sublet may be grounds for a rental increase by Lessor, dependent upon the use to which the Premises is put. Any assignment or transfer by operation of law or otherwise of the Lessee's interest in the Premises, including through the bankruptcy or the insolvency of the Lessee, may, at the option of Lessor, be considered an assignment within the meaning of this lease and a material breach of the covenants herein.

14. **NOTICES TO LESSOR AND LESSEE.**

A. Any notices required to be given pursuant to the terms of this lease shall be given to the parties in writing by personally providing notice to the parties, their agents or employees at the parties' places of business.

B. Lessee shall give written notice to Lessor of any claimed violation of this lease agreement fifteen days prior to any action being taken by Lessee to enforce his rights under this lease.

C. Lessor shall provide written notice to Lessee of any claimed violation of any of the terms of this lease 15 days prior to any action being taken by Lessor to enforce Lessor's rights under this lease. However, failure to pay rent when due shall subject Lessee to immediate action by Lessor at Lessor's sole discretion.

15. **QUIET ENJOYMENT.** Lessor covenants the Lessee may, upon its full and punctual compliance with the terms and conditions of this lease, peaceably have and hold the Premises and any additions thereto during the term of this lease, free from eviction, interference or disturbance by Lessor. Noise shall not interfere with surrounding businesses.

16. **INSPECTION.** At all times during the term of this lease, Lessor shall have the right, by itself, its agents and employees, to enter into and upon the premises during reasonable business hours for the purpose of examining and inspecting the same and determining whether Lessee shall have complied with all of its obligations hereunder in respect to the care and maintenance of the premises, the repair and rebuilding of the improvements thereon when necessary, and all other terms and conditions hereof.

17. **SIGNS.** Lessee shall ensure that all signs for Lessee's business coincide with City of Vergas sign ordinance and do not detract from the Vergas Municipal Liquors Store signs or other signs advertising business or enterprises in which the Lessor is engaged in. Lessor shall obtain prior approval for all signs from the Vergas Planning Commission.

18. **RESPONSIBILITIES WHEN CLOSING THE STORE.** If Lessor operates its business while the municipal liquor store is closed, Lessee shall check all restrooms and

other areas of the building to ensure the building is empty before locking up the building.

19. **HAZARDOUS SUBSTANCES.**

A. Lessee shall not use, store or dispose of hazardous substances, as may be defined by applicable federal or state law, on, in or around the Premises except as may be allowed by and in compliance with applicable law and any permits held by Lessee.

B. Lessee shall hold Lessor harmless from any civil liability or damages resulting from Lessee's violation of any environmental law, statute or regulation.

C. Lessee shall provide Lessor with immediate notice of any claimed violation of Federal, State or local laws concerning its use, storage or disposal of hazardous substances or production wastes.

20. **LICENSES AND CODES.** Lessee shall operate its business and shall conduct its activities in or around the Premises in compliance with all applicable local, County, State and Federal codes and laws. Any failure to comply with such codes shall be considered default under this lease. Lessee shall provide evidence to Lessor that all licenses and permits have been obtained and are in current force and effect.

21. **VIOLATIONS OF THE LEASE.** Any violation of the terms of the lease by the Lessee shall be deemed at Lessor's option a material breach of the lease and grounds for Lessor to commence eviction proceedings against Lessee.

22. **VOLUNTARY TERMINATION.** Prior to the expiration of this lease, if Lessee does not want to renew the lease Lessee shall provide Lessor with written notice 60 days before the expiration of the term of this lease. Otherwise, Lessor will have the option of continuing this lease for two years from the expiration of the lease without notice to Lessee.

23. **TERMINATION OF LEASE AND RIGHT OF REENTRY UPON DEFAULT.**

A. Should Lessee default in its obligations hereunder and continue in its default after notice has been provided pursuant to paragraph 14 (except if Lessee fails to pay rent when due), or abandons the Premises, then Lessor may terminate this lease and reenter the Premises and any additions thereto without penalty and without need for legal process.

B. Should Lessee become insolvent, declare bankruptcy or enter into any assignment for the benefit of creditors, the Lessor shall have the right to

terminate this lease after notice pursuant to paragraph 14 and to reenter the Premises.

24. **SURRENDER.** The Lessee shall, at the expiration or other termination of this lease, remove all Lessee's goods and effects from the leased Premises (including without hereby limiting the generality of the foregoing all signs and lettering affixed or painted by the Lessee, either inside or outside the leased Premises). Lessee shall deliver to the Lessor the leased Premises and all keys, locks and other fixtures connected with the Premises and all alterations and additions made to or upon the leased Premises in good condition. In the event of the Lessee's failure to remove any of Lessee's property from the Premises, Lessor is hereby authorized, without liability to Lessee for loss or damage, to remove and store any of the property at Lessee's expense or to retain the same and dispose of it according to law.

25. **FIXTURES.** All fixtures upon the premises are and shall remain the property of Lessor.

26. **SEVERABILITY.** The invalidity or unenforceability of any provisions of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, which shall remain in full force and effect.

27. **BINDING EFFECT.** The covenants and conditions herein contained shall apply to and bind the heirs, legal representatives, successors, and assigns of the parties hereto, and all covenants are to be construed as conditions of this Lease.

28. **INTEGRATION CLAUSE.** This agreement shall constitute the entire contract between the parties hereto. No modification hereof shall be binding unless indorsed hereon in writing.

IN WITNESS WHEREOF, this instrument was executed this ____ day of _____, 20__.

City of Vergas, Lessor

BY: _____

ITS: _____

_____, Limited, Lessee

BY: _____

ITS: _____

CITY OF VERGAS
Event Center Advisory Minutes
Vergas Event Center & Zoom Teleconference
6:30 P.M. on Wednesday, August 3, 2022

The City of Vergas Event Center Advisory Committee was called to order by Chairperson Logan Dahlgren on Wednesday, August 3, 2022 at 6:34 pm with the following members present: Logan Dahlgren, Julie Lammers, Paul Haarstick, Paul Pinke, Lyle Krieg and Mary Ditterich. Absent: Vanessa Perry. Guests included: none.

Approval of the Agenda

Motion by Pinke, seconded by Haarstick to add “Artwork” and approve the agenda. Motion carried unanimously.

Approval of Minutes

Motion by Pinke, seconded by Krieg to approve the meeting minutes. Motion carried unanimously.

Council Recommendations

No updates

Artwork

Jerry Thurman has framed, old newspapers that we found when the Tweetons had renovated the Fredholm house located on East Spirit Lake. Current owner has no use and was wondering if the City would like them. Motion by Haarstick, seconded by Pinke to thank them for the offer, but politely decline. Current owners should ask the Otter Tail County Historical Society if they would like to view them. Motion carried unanimously.

Presentation from Custom Concrete Coatings

Vendor was not present to make demonstration. Lammers showed some samples of the work and an estimate from them. Lammers updated the committee on the Blandin Foundation grant in partnership with the Vergas Community Club. The \$50,000 grant would hopefully pay for new flooring, painting, doors between the kitchen and main area, and a commercial freezer. Motion by Pinke, seconded by Haarstick to recommend to Council to move forward with applying for the grant.

Building Update

Thermostat covers have been replaced. A new thermostat with remote access has been installed in the main area of the Event Center and will allow city staff to remotely manage the temperature.

2022 Income and Expense

Lammers presented to the committee the income and expense report.

2023 Budget

Lammers presented the revised budget. Service orgs are strongly encouraged to complete lease paperwork when renting the facility.

Free or Reduced Rent Policy

Motion by Haarstick, seconded by Ditterich to recommend to Council to approve the Free or Reduced Rent Policy. Motion carried unanimously.

Lion’s Lease Agreement

Tabled until September 7, 2022. Lammers has offered to attend a Lion’s meeting to answer any questions. Lammers will connect with Lion’s members to answer any outstanding questions.

Electronic Sign

Still looking for advertisers for the remaining spot on the sign.

Council Recommendations

- Move forward with applying for the Blandin Foundation grant with the Vergas Community Club.
- Approve the Free or Reduced Rent Policy and form.

Follow up Actions

- None

The business for which the meeting was called having been completed, the meeting was adjourned at 7:24 p.m.

Respectfully submitted,

Paul Haarstick, Secretary

DRAFT

BUILDING SPACE LEASE

THIS AGREEMENT, made this 13 day of September, 2022, by and between the City of Vergas, a Minnesota municipal corporation, P.O. Box 32, 111 Main St, Vergas, MN 56587 hereinafter referred to as "Lessor" or "City," and The Vergas Lions Club, hereinafter referred to as "Lessee."

RECITALS

- A. The City provides community recreation, education and wellness services and programs at the "Vergas Event Center," a municipal recreation facility owned and used by the City as part of its program of public recreation as authorized by Minn. Stat. 471.191 Subd. 1 (hereinafter the "Facility").
- B. The City has determined that it is advisable to lease the herein described portion of the Facility to Lessee, a nonprofit club, and has recommended to the Council that the City consent and agree to this Building Space Lease.

NOW THEREFORE, in consideration of the matters recited above, and of the mutual benefits and obligations set forth in this concession lease, and other good and valuable consideration, the City of Vergas as Lessor and the above identified Lessee do hereby agree as follows:

1. **LEASE.** Lessor does hereby remise, lease, and let unto Lessee, and Lessee does hereby hire and take from Lessor possession of the defined portion of the Facility consisting of the closet adjacent to the bar area of the Event Center hereinafter referred to as the "Premises," to have and to hold said premises just as they are without liability or obligation on the part of the Lessor of making any further alterations, improvements, or repairs of any kind on or about said premises, except as herein provided, for the term herein provided.

2. **TERM OF LEASE.** The term of this lease shall begin September 13, 2022 and end on December 31, 2023. There shall be no automatic renewal of this lease.

3. **RENT.** Lessee shall pay rent for the premises to the City of Vergas, on behalf of Lessor, the sum of \$1 per annum, payable upon the signing of this lease. Should Lessee fail to pay any expense allocated to Lessee by this lease, Lessor may pay the same and the amounts so paid by Lessor shall, at Lessor's option on notice to Lessee, be considered additional rent due and owing in full of Lessee to Lessor with the first installment of rent thereafter due and payable and may be collected and enforced as by law and this lease provided for failure to pay rent.

4. **LEGAL DESCRIPTION.** In the event it becomes necessary or desirable to record this lease at the office of the Otter Tail County Recorder, Lessee hereby authorizes Lessor to attach the legal description of the leased premises to this lease and hereby agrees to incorporate the same into the provisions of this lease.

5. **QUIET ENJOYMENT.** Lessee shall keep and maintain said premises during the aforesaid term and quit and deliver up said premises to Lessor peaceably and quietly at the end of any lease term, or at any previous termination thereof for any cause, in as good order, condition, and state of repair, reasonable use, and wear thereof, and inevitable accidents excepted, as the same now are.

6. **IMPROVEMENTS.** Lessee shall not remodel the premises in any manner, including but not limited to changing the dimensions of the interior or adding any additional square footage to the concession.

7. **COMMON AREAS.** Lessee shall have the right to use the common hallways, automobile parking areas, driveways, footways and loading facilities in the building area available for the nonexclusive use of the City, all to be subject to the terms and conditions of this Building Space Lease Agreement and to other reasonable rules for the use thereof prescribed by Lessor. Lessor shall have the right to make changes or revisions to the common areas of the building and building area and Lessor shall have the right to construct building alterations or additional buildings as Lessor shall deem appropriate in the sole discretion of Lessor.

8. **CONDITION OF PREMISES/UTILITIES.** Lessee will put and keep said premises continually in a neat, clean, and respectable condition.

9. **ENTRY BY LESSOR.** Lessee shall permit Lessor, their agents, contractors, or employees to enter said premises at all reasonable times to view them, or to make repairs, alterations, or improvements to the premises, building or parts, a part of which is herein leased, and insert such tools, appliances, and pipes as they may deem necessary for the purposes of making said repairs, alterations and improvements, Lessee hereby waives any and all claims and demands for loss or damage, or diminution of rent on account thereof, or on account of any obstruction to sidewalk, entrance, or windows. Lessee will also provide one key to the Lessor. Lessor will give notice prior to entry with said key.

10. **COMPLIANCE WITH LAW.** Lessee shall not commit or permit any action to be performed on the premises which will be in violation of any statute, regulation, or ordinance of any

governmental body or which will be in violation of any insurance policy carried on the premises.

11. **ASSIGNMENT/SUBLEASE.** Lessee may not assign this lease or sublet the premises or any part thereof, whether by voluntary act, operation of law or otherwise, without the prior written consent of Lessor in each instance. Written consent by Lessor to one assignment of the lease or to one subletting of the premises or any portion thereof shall not be a waiver of Lessor's rights under this lease as to any subsequent assignment or subletting.

12. **CASUALTY.** If fire or other casualty shall render the premises untenable, this lease shall terminate.

13. **NO PARTNERSHIP CREATED.** This Lease shall not be deemed to give rise to a partnership relationship and neither party shall have authority to obligate or bind the other in any manner whatsoever without the other party's written consent.

14. **HOLDOVER.** In the event that Lessee remains in possession of the premises after expiration of the lease term without the renewal or execution of a new lease, Lessee shall be deemed to be occupying the premises as a tenant from month to month, subject to all of the conditions, provisions, and obligations of this lease in so far as they are applicable to a month-to-month tenancy. Lessor does not waive its rights under such circumstances to any of the other terms of this lease.

15. **INSURANCE BY LESSEE.** Lessee shall assure that Lessee's use and occupancy is covered by any and all necessary insurance.

16. **LESSOR DEFAULT.** Lessor shall not be deemed to be in default under this lease until the Lessee has given written notice specifying the nature of the default and the Lessor does not cure such default within thirty (30) days after receipt of such notice or within such reasonable time thereafter as may be necessary to cure such default where such default is of such a character as to reasonably require more than thirty (30) to cure.

17. **HOLD HARMLESS/INDEMNITY.** Except in the event of negligence or intentional act of the Lessor, their agents or its employees, the Lessee agrees to save, hold harmless, defend, and indemnify the Lessor against any liability for damages to any person or property in or about the premises, or as a result of Lessee's occupancy of the premises. Except in the event of negligence or intentional act of the Lessor, its agents or its employees, Lessor and shall not be liable to the Lessee, its agents, employees, representatives, customers, or invitees for any personal injury, death, or damage to property caused by theft, burglary, water, gas, electricity, fire, or any other cause

occurring in or about the premises. All property kept, stored, or maintained on the premises shall be so kept, stored, or maintained at the sole risk of Lessee.

18. **LIENS.** Lessee agrees to promptly pay all sums of money in respect of labor, services, materials, supplies, or other equipment furnished or alleged to have been furnished to Lessee in or about the premises. Lessee hereby covenants and agrees that the Lessee will not permit or allow any mechanics or materialmen's liens to be placed on the Lessor's interest in the premises during the term hereof. Notwithstanding the previous sentence, however, in the event that such lien shall be so placed on the Lessor's interest, the Lessee shall take all necessary steps to see that it is removed within thirty (30) days of its being filed; provided, however, that the Lessee may contest any such lien provided the Lessee first posts a surety bond, in favor of and insuring the Lessor, in an amount equal to One Hundred Twenty-five percent (125%) of the amount of any such lien.

19. **COSTS/ATTORNEY FEES.** If any action at law or in equity shall be brought in court to recover any rent under this lease or for or on account of any breach of or to enforce or interpret any of the covenants, terms, or conditions of this lease or for the recovery of the possession of the premises, Lessor shall be entitled to recover from Lessee its reasonable attorneys' fees, the amount of which shall be fixed by the court and shall be made a part of any judgment or decree rendered.

20. **SUCCESSORS AND ASSIGNS.** This lease shall be binding on and shall inure to the benefit of the parties hereto and their respective assigns and successors.

21. **AMENDMENT/MODIFICATION.** No amendment, modification, or waiver of any condition, provision, or term of this lease shall be valid or of any effect unless made in writing, signed by the party or parties to be bound or by its duly authorized representative, and specifying with particularity the extent and nature of such amendment, modification or waiver. Any waiver by any party of any default of another party shall not affect or impair any right arising from any subsequent default.

22. **SEVERABLE.** Each provision, section, sentence, clause, phrase of this lease is intended to be severable. If any provision, section, sentence, clause, phrase, or word hereof is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of this lease. This lease shall be construed and enforced in accordance with the laws of the State of Minnesota.

23. **LESSEE DEFAULT.** If any term, condition, or covenant of this lease to be by Lessee

kept or performed, shall be violated or neglected then, and in any of such said cases, the Lessee does hereby authorize and fully empower Lessor, or Lessor's agents, to cancel and annul this lease after 5 days notice for breach of the obligation to pay rent, and after 10 days notice of default for any other incident of default, during which periods Lessee has the right to cure such default, and if such default is not so cured by Lessee the Lessor shall have the right thereafter to re-enter and take possession of said premises by force, if necessary, without any other notice of intention to re-enter and remove all persons and their property therefrom, and to use force and assistance in affecting and perfecting such removal as Lessor may deem advisable to recover full and exclusive possession of all of the said demised premises whether in possession of Lessee or of third persons, or vacant; or, Lessor or Lessor's agent may, at its option, after such default or violation of condition or covenant re-enter and take possession of said premise, without such re-entry working a forfeiture of the rents to be paid and covenants to be kept by Lessee for the full term of this lease. In such case Lessor shall be obligated to attempt to mitigate its damages.

24 **INTERPRETATION.** This agreement has been made following negotiations and review by the parties, and it is, therefore, not to be construed against either party because of its draftsmanship. This lease should be construed according to the laws of the State of Minnesota.

25. **MINNESOTA GOVERNMENT DATA PRACTICES ACT.** Lessee must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to (1) all data provided by the City pursuant to this Agreement, and (2) all data, created, collected, received, stored, used, maintained, or disseminated by Lessee pursuant to this Lease agreement. Lessee is subject to all the provisions of the Minnesota Government Data Practices Act, including but not limited to the civil remedies of Minnesota Statutes Section 13.08, as if it were a government entity. In the event Lessee receives a request to release data, Lessee must immediately notify the City. Lessee agrees to defend, indemnify, and hold the City, its officials, officers, agents, employees, and volunteers harmless from any claims resulting from Lessee's officers,' agents,' partners,' employees,' volunteers,' assignees,' unlawful disclosure and/or use of protected data. The terms of this paragraph shall survive the cancellation or termination of this Lease agreement.

26. **COMPLETE AGREEMENT.** This lease contains the entire understanding of the parties hereto with respect to the lease of the concession contemplated hereby.

27. **EXECUTION.** This Building Space Lease Agreement may be executed by the parties in separate counterparts and delivered by e-mail in .pdf format, by facsimile and/or by printed

document, each separately executed counterpart of which shall be considered as an original of this Agreement and shall be afforded the same force and effect as a duly signed original and each of which shall be binding upon the parties hereto, even if an executed counterpart is delivered only by e-mail in .pdf format or by facsimile.

(2 separate signature pages attached)

LESSEE:

By:
Its:

STATE OF MINNESOTA)
):ss
COUNTY OF _____)

On this _____ day of _____, 20_____, before me, a Notary Public, within
and for said County, personally appeared _____, who
executed the foregoing instrument on behalf of _____, Lessee,
as its _____ .

NOTARY STAMP

Notary Public
My commission expires:

LESSOR: CITY OF VERGAS,
THE CITY OF VERGAS, MINNESOTA

By: Julie Bruhn
Its: Mayor

By: Julie Lammers
Its: City Clerk

STATE OF MINNESOTA)
):ss
COUNTY OF OTTER TAIL)

On this _____ day of _____, 20_____, before me, a Notary Public,
within and for said County, personally appeared Julie Bruhn, Mayor and Julie Lammers, City Clerk,
who executed the foregoing instrument on behalf of the City of Vergas, a Minnesota municipal
corporation.

NOTARY STAMP

Notary Public
My commission expires:

THIS INSTRUMENT WAS DRAFTED BY:
RAMSTAD, SKOYLES & WINTERS, P.A.
Thomas P. Winters
City Attorney
114 Holmes Street West
Detroit Lakes, MN 56501
(218) 847-5653

**City of Vergas
Vergas Event Center
Free Use or Reduced Rent Policy**

Introduction: To create a decision framework for the City to handle requests for free use or reduced rent of the Vergas Event Center.

Policy:

1. All requests will be evaluated on a case-by-case basis.
2. Requests must be made in writing using the approved form.
3. Requests must be made before the date of the event(s).
4. Requests will be scored by City Staff, reviewed by the Vergas Event Center Advisory Board, and if recommended, sent to the City Council for approval.
5. Advisory Board decisions may be appealed to the City Council.
6. Requests are scored along two criteria: value to the community and cost to the City.
 - a. Value to the Community: recognizes events that do not duplicate an existing service, are free or low-cost to the community, are targeted to an underserved population, and have an established expectation in the community.
 - b. Cost to the City: recognizes that there are both opportunity costs and marginal costs to the City for allowing free or reduced rent for an event. Events that minimize both of those costs are in the best financial interest of the City.
7. Fundraising events will not be recommended to the City Council.
8. Free use of the Event Center will require a damage deposit consistent with existing Event Center Policy.
9. City boards, committees, and departments will not need to request free use of the Event Center.
10. Approved requests will still require a completed rental agreement to be submitted to the City Office.
11. Approved requests must complete a post-event evaluation form.
12. Requestor must ensure that any additional cleaning or setup labor is provided by the organization.

Vergas Event Center
Free Use or Reduced Rent Request

Event Name: _____

Requested Event Date(s): _____ Event Time(s): _____

Sponsoring Organization: _____

Requestor's Contact Information: _____

Requesting: ☐ Free Use of Event Center ☐ Reduced Rent ☐ Other: _____

Please Describe the Event:

Does something like this event already occur or exist in Vergas? Explain.

Is there a cost to attendees? ☐ Yes ☐ No

If there is a cost, is there a process for a reduced admission? Explain.

Does your event target an underserved population? Explain.

Has this event already happened at the Event Center? Explain.

During this calendar year, is this a single event, multiple events, or will it have an indefinite end date?

Will this event be serving food? ☐ Yes ☐ No Explain.

Will this event be serving alcohol? ☐ Yes ☐ No Explain.

Will the purpose of this event be raising money?

Does this event happen from Sunday through Thursday or Friday through Saturday?

Will your organization provide any additional cleaning or setup work?

Will your event need any of these facilities:

<input type="checkbox"/> Smart Room	<input type="checkbox"/> Kitchen	<input type="checkbox"/> Main Room
<input type="checkbox"/> Sound System	<input type="checkbox"/> Projector	<input type="checkbox"/> Bar
<input type="checkbox"/> Oven	<input type="checkbox"/> Stage	<input type="checkbox"/> Electronic Sign

Does your organization have insurance for this event? Can you provide proof to the City Office?

Would you be able to attend the VEC Advisory Board Meeting to present your request?

Please write any additional comments below:

City Office Use Only

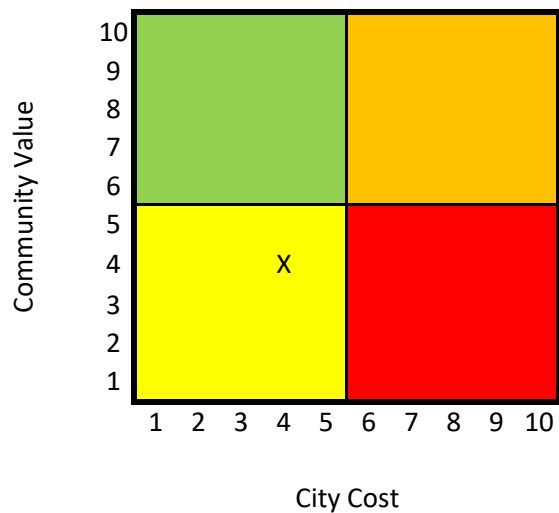
Scores Community Value: _____ City Cost: _____

Date Received: _____ VEC Agenda Date: _____

Recommend to Council? ☐ Yes ☐ No Council Approved? ☐ Yes ☐ No

Check List:

☐ Notify Requestor
☐ Attach to Rental Agreement
☐ Damage Deposit
☐ Evaluation/Comment Form
☐ File



Community Value	4
-----------------	---

- 1 1) Service is not already provided in town (Yes=1, No=3)
- 1 2) Cost to attendees (Free: 3, Low: 2, Market Price: 1)
- 1 3) Serves an underserved population (Yes=3, No=1)
- 1 4) Community Expectation (4= multiple years, 3= once before, 1= never)

City Cost	4
-----------	---

- 3 1) One time event, multiple events, ongoing (Scores: 1,2,3)
- 0 2) Serves food (Yes = 2)
- 0 3) Serves alcohol (Yes = 7)
- 1 4) Weekday vs Weekend (Non-Peak: 1, Peak: 3)

**City of Vergas
Budget Committee Meeting**

The Liquor Store/Municipal Building/License Committee was called to order on Thursday, September 1, 2022, at 6:45 pm at The Vergas City Office. Present were Julie Bruhn, Logan Dahlgren and Julie Lammers.

Agenda: 2023 Budget

Committee reviewed 2023 fee schedule and requested Council approval.

Committee reviewed the 2023 Proposed Budget to be approved by Council in September with a .2% increase. Bruhn and Dahlgren they would like to see no more than a 10% increase in taxes. Largest change to budget is no sale of property as last year we received \$40,000 for the sale of West Lake Street property. Committee proposes a 9.79% increase in property taxes for the city of Vergas.

Council Recommendations:

Review and approve 2023 fee schedule.

Review and approve preliminary budget for 2023.

CITY OF VERGAS PLANNING COMMISSION MINUTES

Monday, August 22, 2022

6:00 pm

Event Center & Zoom Meeting

The City of Vergas Planning Commission was held on Monday, August 22, 2022, at 6:00 pm as a hybrid meeting with the following members present: Bruce Albright, Van Bruhn, Robert Jacoby, Neil Wothe and Paul Pinke. Absent: none. Also present: Clerk-Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Engineer Jeff Kuhn, Keith Bunkowske and Shelley Bunkowske.

Public Hearing – Mark Sand and Gravel

Chairperson Bruce Albright opened the public hearing at 6:00 pm and reviewed the request for the variance.

Public Hearing regarding a Variance for Mark Sand and Gravel on parcel 82-000-50-0022-000 Section 25, Township 137, Range 41. This will allow the gravel pit to be in compliance for the aggregate mining area (giving Mark Sand and Gravel time to reclaim the area of the pit which was dug before ordinance was intact) as addressed annually with their Interim Use Permit.

Chairperson Bruce Albright closed the public hearing at 6:09 as there were no public discussion.

Call to Order

Chairman Bruce Albright called meeting to order at 6:10 pm.

Agenda Additions and Deletions

Approved agenda as with following deletions: Developers Notice Policy

Minutes

Motion by Jacoby, seconded by Pinke to approve minutes for Monday, July 25, 2022 with the change in location of Albright from Lake of the Woods General Store to Lake of the Woods Prothero's Rest General Store. Motion passed unanimously.

Status of Council Recommendations

There were no recommendations to Council.

Construction Permits

Approved Permits by City Clerk-Treasurer

- a. 158 Main St, replace concrete from broken curb stop repair
- b. 606 Frazee Ave, repair roofing
- c. 1166 E Frazee Ave., shingle house

Grade and Fill Permit

Commissioners discussed permitting process: City of Vergas is responsible for everything above the ordinary high-water mark and MN DNR is responsible for everything below the ordinary high-water mark.

Motion by Bruhn, seconded by Jacoby to approve the seven grade in fill permits for parcels: 82000990275000, 82000990276000, 82000990277000, 82000990278000, 82000990279000, 82000273000 and 82000990274000 (all located along E Scharf Avenue in Vergas by moving dirt, stumps and leveling lots. Motion passed unanimously.

Jacoby discussed Shoreline Ordinance 5.32. Lammers stated she would email the ordinance to Shelley Bunkowske.

Old Business:

Mark Sand and Gravel Variance

Albright questioned the number of active acres. Commissioners were concerned with the pit staying out of compliance and not having a representative of Mark Sand and Gravel attend the hearing.

Motion by Jacoby, seconded by Bruhn to recommend to Council to deny the variance. Motion passed unanimously.

Nuisance Properties

DuFrane provided pictures of nuisance property a complaint had been filed on. Motion by Pinke, seconded by Jacoby to send nuisance letter to 1166 E Frazee Avenue. Motion passed unanimously.

New Business:

None.

Meeting adjourned at 6:50 pm.

Secretary,

Julie Lammers, Vergas City Clerk-Treasurer

Follow Up Actions:

350 Pelican Avenue construction assessment (Tanya at Otter Tail County HRA)

Snow emergency routes.

Review camper ordinance.

Review and update Developers Notice Procedure

Review and update Ordinance 85 regarding culverts.

Council recommendations:

Deny variance to Mark Sand and Gravel.

CITY OF VERGAS PLANNING COMMISSION MINUTES

Thursday, September 8, 2022

6:00 pm

Event Center & Zoom Meeting

The City of Vergas Planning Commission was held on Thursday, September 8, 2022, at 6:00 pm as a hybrid meeting with the following members present: Bruce Albright, Van Bruhn, Robert Jacoby, Neil Wothe and Paul Pinke. Absent: none. Also present: Clerk-Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Kyle Schrupp, Neil Strawhorn, Steve Odegard, Robin Hanson, Carol Albright, Jeff Hatlewick, Elliot Steinbrink, Maria Roesch, Carol Sharp, Ronola Richards, Shane Poss, Judith Jacobs and George Jacobs.

Public Hearing – Zoning Map

Chairperson Bruce Albright opened the public hearing at 6:00 pm and reviewed the request for the changes in the current zoning map from residential to commercial properties.

Maria Roesch, Relator and Elliot Steinbrink, proposed contractor for property located on parcel 82-000-50-0027-009 reviewed project being proposed on parcel 82-000-50-0027-009. They would like to build an office building in the spring of 2023 and expand to commercial condos in the future. Parcels are approximately 6.6 acres. This area is currently not served by city water and sewer and citizens questioned if water and sewer would be brought into the area. City Council will need to make this decision in the future regarding water and sewer – this does not pertain to zoning. Roesch stated there is currently a well on the property. Bruce Albright reviewed the need for property to be built in compliance with both the City of Vergas zoning ordinances and the shoreline ordinance as it is within 500 feet of Loon Lake. Carol Albright expressed concerns about commercial property being so close to residential homes. Kyle Schrupp questioned the amount of people being brought into the area and how many condos would fit on this property. Steinbrink stated this building will be set up to be aesthetically pleasing and will plant trees to limit impact. Neil Strawhorn stated the zoning requirements is part of the reason people want to live in Vergas; it is not good for the community to have individual parcels zoned differently than neighboring properties. Poss questioned if parcel 82-000-50-0027-008 would also be changed? Roesch stated they would like to change both lots to commercial. To change the second parcel another hearing will need to be held. This hearing may only decide the change on parcel 82-000-50-0027-009.

Chairperson Bruce Albright closed the public hearing at 6:35 pm.

Call to Order

Chairman Bruce Albright called meeting to order at 6:36 pm.

Agenda Additions and Deletions

Approved agenda as with following additions: construction permits, grade and fill permits and location of shed at 311 Park View.

Construction Permits

Approved Permits by City Clerk-Treasurer

Veteran's Memorial Park sign.

Construction Permits

Veterans Memorial Park located at 230 Frazee Avenue to add concrete to parking area and install sprinkler system. Sprinkler system will need to be approved by Council before they are able to install on City property using city water. Motion by Pinke, seconded by Jacoby to approve construction permit with sprinkler system allowed if council approves. Motion passed unanimously.

1156 Frazee Avenue to add patio and hot tub concrete slab 25x20 feet behind garage. Motion by Bruhn, seconded by Pinke to approve construction permit for 1156 Frazee Avenue. Motion passed unanimously.

Grade and Fill Permit

1130 E Scharf Avenue is requesting a grade and fill permit for an area 108 in length, 75 in width and 2 in depth. Motion by Jacoby, seconded by Pinke to approve grade and fill permit for 1130 E Scharf with no work to be done below the ordinary high-water mark without MN DNR permit. Motion passed unanimously.

311 Park View

Property owners have placed a shed within 10 feet of the property line and directly over the sewer line. Motion by Pinke, seconded by Jacoby to send letter requesting the shed be moved. Motion passed unanimously.

Zoning Map

Discussed conditional use permits within the City, commissioners asked Lammers to provide list of conditional use permits issued within the city of Vergas. Motion by Jacoby, seconded by Wothe to continue conditional use permit for parcel 1149 Frazee Avenue. Motion passed unanimously.

Robin Hanson, owner of property located at 325 E Frazee Avenue explained they would like to use their property to store Hanson's Plumbing and heating vehicles. Motion by Pinke, seconded by Bruhn to deny zoning change at 325 E Frazee Avenue but would recommend approval of a conditional use permit. Motion passed unanimously.

Parcel 82-000-50-0027-009 and parcel 82-000-50-0027-008. Motion by Pinke, seconded by Jacoby to hold a public hearing on conditional use and zoning of these two parcels on Monday, September 26, 2022 at 6:30 pm. Motion passed unanimously. Motion by Jacoby, seconded by Pinke to deny change of zoning map for parcel 82-000-50-0027-009 to commercial use and requested they apply for conditional use permit for both parcels. Motion passed unanimously.

Mark Sand and Gravel Variance

Mark Hatlewick explained the need for a variance at the Mark Sand and Gravel pit as they have been out of compliance since the ordinance was adopted in 2017. Albright stated the commission may want to look at updating the ordinance instead of granting the variance. Active mining is 28.3 acres and the ordinance states only 10 acres can be mined. Commissioners upheld decision made on August 22, 2022 to deny the variance.

Comprehensive Plan

Lammers provided a copy of the Vergas 2036 Comprehensive plan to every member of the planning commission. The plan is also available in their packets and online at www.cityofvergas.com.

Motion by Jacoby, seconded by Bruhn to recommend to Council to deny the variance. Motion passed unanimously.

Meeting adjourned at 7:55 pm.

Secretary,
Julie Lammers, Vergas City Clerk-Treasurer

Follow Up Actions:

350 Pelican Avenue construction assessment (Tanya at Otter Tail County HRA)

Snow emergency routes.

Review camper ordinance.

Review and update Developers Notice Procedure

Review and update Ordinance 85 regarding culverts.

Review and update Gravel Pit ordinance.

Council recommendations:

Deny variance to Mark Sand and Gravel.

Approve Conditional Use Permit for 325 E Frazee Avenue.

APPLICATION FOR CONDITIONAL USE PERMIT

CITY OF VERGAS
COUNTY OF OTTER TAIL
111 E MAIN STREET - PO BOX 32
VERGAS, MN 56587

(218) 342-2091
5996

APPLICATION FEE 150 -
RECEIPT NUMBER 149347
ACCEPTED BY/DATE JAC
8/29/22

PROPERTY OWNER Robin + Jennifer Hanson

MAILING ADDRESS PO Box 248 Perham MN 56573-0248 DAYTIME PHONE 218 298-2700

LAKE NUMBER — LAKE NAME — LAKE CLASS —

SECTION 24 TOWNSHIP 137 RANGE 041 TOWNSHIP NAME —

PARCEL # 82-000-38-0170-000 E-911 —

LEGAL DESCRIPTION

Lot 2 + 3 B/K 2

CONDITIONAL USE PROJECT REQUESTED (PLEASE CHECK THE APPROPRIATE REQUEST)

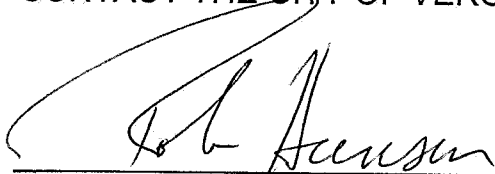
TOPOGRAPHICAL ALTERATION — COMMERCIAL USE ☒ CLUSTER DEVELOPMENT — EXTRACTIVE USE —
INDUSTRIAL USE — FOREST LAND CONVERSION — MISC —

SPECIFY YOUR REQUEST. PLEASE BE BRIEF AS THIS WILL BE USED FOR PUBLIC NOTIFICATION.

Change Zoning From Residential TO Commercial

I UNDERSTAND THAT APPROVAL OF THIS REQUEST APPLIES ONLY TO THE USE OF THE LAND

I ALSO UNDERSTAND THAT OTHER PERMITS MAY BE REQUIRED. IT IS MY RESPONSIBILITY TO CONTACT THE CITY OF VERGAS REGARDING THIS MATTER.



SIGNATURE OF PROPERTY OWNER

8-29-22

DATE

City Council
2022 September Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, September 13, 2022

14. 2023 Budget

Files Attached

- 2023 Proposed Budget.pdf
- 2023 Fee Schedule Proposed.pdf

		2021 Final Budget	2022 Final Budget	2023 Proposed Budget	
	General Property Taxes (31000)	\$229,149.00	\$235,955.00	259,068.00	9.79% increase
	Penalties & Deling Taxes (31900)	0.00	0.00	0.00	
	10% Gaming Fee (31311)	3,000.00	5,000.00	3,000.00	
	Gravel Permit	7,000.00	7,000.00	7,000.00	
	Intoxicating On-Sale Liquor (32110)	6,900.00	6,900.00	6,900.00	
	Non-Intoxicating Malt Liquor (32115)	150.00	75.00	125.00	
	Set-Up License (32116)	500.00	500.00	125.00	
	Cigarette Licenses (32117)	175.00	200.00	200.00	
	Conditional Use/Variance Permit (32205)	0.00	0.00	0.00	
	Construction Permit (32210)	2,000.00	3,000.00	5,000.00	
	Golf Cart Permit (32213)	140.00	140.00	200.00	
	Recycling Center (32215)	8,500.00	10,000.00	15,335.00	
	Dog Licenses (32240)	575.00	500.00	550.00	
	Intergovernmental Aid (33404)	131.00	131.00	131.00	
	Federal Grants and Aids (33101)	2,000.00	4,000.00	4,000.00	
	State Aids/Fire Relief (33390)	10,000.00	10,000.00	10,000.00	
	Local Government and Aids (33401)	37,431.00	37,813.00	37,814.00	
	County Grants & Aids for Hwys (33610)	0.00	2,000.00	2,000.00	
	Charges of Services (34005)	300.00	500.00	2,000.00	
	General Government (34100)	0.00	0.00	0.00	
	Fire, Reimbursed (34210)	24,000.00	16,000.00	16,000.00	
	Recreation (36217)	3,000.00	4,000.00	0.00	swimming lessons
	Miscellaneous Revenues (36200)	0.00	40,000.00	0.00	sale of land
	Interest Earnings (36210)	100.00	50.00	60.00	
	Rent/Municipal Building (36217)	6,000.00	6,000.00	6,000.00	
	Rent/Event Center (36225)	5,000.00	6,000.00	17,600.00	
	Event Center other related charges (36227)	0.00	1,000.00	1,500.00	
	Contributions & Donations (36230)	2,000.00	2,000.00	2,000.00	
	Refunds & Reimbursements (36233)	5,000.00	2,000.00	0.00	
	LMCit/Dividends (36235)	3,000.00	3,000.00	3,000.00	
	Liquor Store Transfer (39201)	25,000.00	25,000.00	30,000.00	
	Total Receipts	\$381,051.00	\$428,764.00	\$429,608.00	0.20%
GENERAL GOVERNMENT					
	Workers Compensation	0.00	0.00	0.00	
(41000)	Office Supplies (200)	1,678.00	1,160.00	1,160.00	
	Operating Supplies (210)	150.00	250.00	250.00	
	Repair & Maint. Supplies (220)	400.00	200.00	200.00	
	Auditor (301)	2,900.00	2,125.00	2,125.00	
	Postage (322)	300.00	300.00	300.00	
	Telephone	4,000.00	4,000.00	4,000.00	
	Dues (345)	900.00	930.00	930.00	
	Printing & Publishing (350)	3,000.00	4,000.00	4,000.00	
	Insurance (360)	2,500.00	3,000.00	3,105.00	
	Repair & Maintenance (400)	250.00	300.00	300.00	
	Improvements (530)	1,000.00	1,000.00	1,000.00	
	Office Equip & Furnishing & IT.(570)	1,000.00	1,500.00	1,500.00	
	Refund & Reimbursements	0.00	0.00	0.00	
	Total General Government	\$18,078.00	\$18,765.00	\$18,870.00	
Legislative (Council/Board)					
	Wages and Salaries (100)	4,200.00	4,500.00	4,500.00	
(41100)	Employer Cont./Soc.Sec. (122)	1,000.00	1,250.00	1,250.00	
	Office Supplies (200)	0.00	0.00	200.00	
	Travel, Mtgs & Schools	750.00	600.00	1,000.00	
	Operating Supplies (210)	0.00	0.00	200.00	
	Insurance (360)	200.00	200.00	200.00	
	Total Legislative	\$6,150.00	\$6,550.00	\$7,350.00	

Executive (41300)	Wages and Salaries (100)	1,200.00	1,200.00	1,200.00	
	Employer Cont./Soc.Sec. (122)	350.00	200.00	200.00	
	Workers Compensation	0.00	0.00	0.00	
	Volunteer Appreciation	300.00	100.00	100.00	
	Dues (345)	30.00	30.00	30.00	
	Travel, Mtgs & Schools	1,500.00	1,000.00	1,000.00	
	Total Executive	\$3,380.00	\$2,530.00	\$2,530.00	
Total General Government		27,608.00	27,845.00	28,750.00	
Clerk (4140)	Wages and Salaries (100)	17,000.00	18,967.00	15,000.00	
	Employer Cont./Soc.Sec. (122)	12,000.00	11,085.00	7,600.00	
	Health/Life Insurance (131)	2,700.00	2,310.00	2,600.00	
	Telephone	300.00	300.00	300.00	
	Workers Compensation	400.00	350.00	350.00	
	Travel, Mtgs & Schools	1,200.00	1,300.00	1,500.00	
Legal Services	Attorney (304)	7,500.00	14,500.00	9,000.00	
Elections (4140)	Wages and Salaries (100)	0.00	1,500.00	0.00	
	Office Supplies (200)	0.00	100.00	0.00	
	Travel, Mtgs. & Schools (211)	0.00	400.00	0.00	
Total Clerk, Legal services and Elections		41,100.00	50,812.00	36,350.00	
Planning & Zoning (41910)		0.00	0.00	500.00	GIS
Fire (42200)	Pensions-Relief Assoc. (120)	0.00	0.00	0.00	
	Workers Compensation	4,000.00	5,500.00	5,500.00	
	Insurance (360)	5,500.00	5,000.00	5,500.00	
	V-CDH Budgeted amount	12,500.00	12,000.00	12,000.00	
	Reimbursed Expenses (810)	0.00	0.00	0.00	
Total for Public Safety, Traffic, Fire		22,000.00	22,500.00	23,000.00	
City Shop (42200)	Operating Supplies (210)	200.00	100.00	100.00	
	Repair & Maint. Supplies (220)	200.00	100.00	100.00	
	Small Tools & Minor Equip (240)	1,000.00	1,000.00	1,000.00	
	Internet (321)	804.00	804.00	868.00	
	Insurance (360)	500.00	800.00	828.00	
	Utility Services (380)	3,000.00	2,000.00	5,200.00	Shop and County Building
	Repair & Maintenance Service (400)	500.00	300.00	300.00	
	City Share/Assessments	1,000.00	60.00	60.00	
	Improvements (530)	1,000.00	5,000.00	2,500.00	
Total For City Shop		8,204.00	10,164.00	10,956.00	
Highways, Streets (43100)	Wages and Salaries (100)	27,324.00	21,026.00	23,960.00	
	Employer Cont./Soc.Sec. (122)	10,500.00	12,876.00	12,685.00	
	Health Insurance (131)	3,500.00	6,000.00	6,538.00	
	Workers Compensation (150)	200.00	1,300.00	1,300.00	
	Office Supplies (200)	200.00	200.00	100.00	
	Operating Supplies (210)	7,000.00	6,000.00	8,000.00	
	Travel, Mtgs, & Schools	300.00	300.00	300.00	
	Repair & Maint. Supplies (220)	1,500.00	2,000.00	2,500.00	
	Small Tools & Minor Equip (240)	500.00	500.00	600.00	
	Employee Clothing Allowance (245)	300.00	350.00	350.00	
	Engineer (303)	10,000.00	16,000.00	28,000.00	
	Telephone	375.00	375.00	375.00	
	Insurance (360)	3,000.00	3,200.00	4,725.00	
	Repair & Maintenance Service (400)	3,500.00	3,500.00	5,000.00	plow truck, pickups, repairs
	Seal Coating (410)	7,500.00	7,500.00	7,500.00	
	Improvements (530)	17,000.00	17,000.00	25,000.00	street, road ditches, vehicles
	Other Equipment (580)	25,000.00	25,000.00	15,000.00	Loader
Sidewalk	Repair & Maintenance (400)	3,000.00	1,500.00	1,500.00	
Ice and Snow	Sand & Salt	1,000.00	1,000.00	1,500.00	
	Repair & Maintenance (400)	0.00	0.00	0.00	
	Snow Removal (415)	0.00	0.00	0.00	
	Capital Outlay	5,000.00	5,000.00	5,000.00	
Total for Streets, Sidewalks, Ice Control		126,699.00	130,627.00	149,933.00	
Recycling Center (43218)					
	Wages and Salaries (100)	6,000.00	7,485.00	7,500.00	

	Employer Cont./Soc.Sec. (122)	4,000.00	4,361.00	4,361.00	
	Repair & Maintenance (220)	25.00	2,500.00	3,000.00	
	Office Supplies (200)	300.00	500.00	500.00	
	Printing & Publishing (350)	40.00	600.00	600.00	
	Street Lighting (380)	650.00	400.00	400.00	
	City Share/Assessments	500.00	300.00	850.00	
	Improvements (530)	10,000.00	10,000.00	8,000.00	Loader
Total for Recycling Center		21,515.00	26,146.00	25,211.00	
Street Light	Utility Services (380)	10,000.00	8,750.00	9,425.00	
Event Center	Part-Time Employees (103)	500.00	300.00	300.00	
	Employer Cont./Soc.Sec. (122)	100.00	0.00	0.00	
	Professional Services	2,000.00	2,500.00	3,800.00	
	Office Supplies (200)	150.00	100.00	100.00	
	Operating Supplies (210)	2,500.00	1,700.00	3,900.00	
	Repair & Maint. Supplies (220)	1,500.00	1,000.00	1,580.00	
	Internet	0.00	1,000.00	1,050.00	
	Security Services (300)	2,000.00	1,000.00	0.00	
	Advertising	1,500.00	3,500.00	4,000.00	
	Insurance (360)	2,000.00	1,900.00	1,900.00	
	Rug Rental (370)	1,000.00	1,000.00	0.00	
	Utility Services (380)	6,000.00	6,000.00	8,000.00	
	Rubbish Service (384)	1,500.00	1,500.00	1,500.00	
	Repair & Maintenance (400)	2,000.00	2,000.00	3,000.00	
	City Share/Assessments (440)	700.00	400.00	400.00	
	Improvements (530)	20,000.00	15,000.00	10,000.00	
	Refunds & Reimbursements	0.00	0.00	0.00	
Total for Event Center		43,450.00	38,900.00	39,530.00	
Parks (4520)	Wages and Salaries (100)	17,000.00	30,860.00	24,789.24	
	Employer Cont./Soc.Sec. (122)	11,500.00	14,600.00	12,465.00	
	Health Insurance (131)	3,500.00	5,700.00	6,000.00	
	Workers Compensation	450.00	1,500.00	900.00	
	Engineering	0.00	2,500.00	2,500.00	
	Office Supplies (200)	100.00	100.00	100.00	
	Operating Supplies (210)	7,000.00	7,000.00	7,500.00	
	Telephone	375.00	375.00	375.00	
	Travel, Mtgs, & Schools	400.00	300.00	300.00	
	Repair & Maint. Supplies (220)	1,500.00	6,500.00	5,000.00	
	Employee Clothing Allowance(245)	200.00	250.00	250.00	
	Printing & Publishing (350)	50.00	100.00	250.00	
	Licenses/Permits	350.00	35.00	360.00	
	Insurance (360)	5,000.00	5,000.00	5,000.00	
	Utility Services (380)	2,500.00	3,000.00	3,000.00	
	Rubbish Service (384)	1,500.00	2,400.00	2,400.00	
	Repair & Maintenance Service(400)	2,600.00	2,600.00	3,000.00	
	City Share/Assessments (440)	1,200.00	1,200.00	1,000.00	
	Improvements (530)	18,000.00	21,000.00	18,000.00	
	Refunds & Reimbursements	0.00	0.00	0.00	
Total for Parks		73,225.00	105,020.00	93,189.24	
Cememetry	Insurance (360)	250.00	0.00	0.00	
Non-Expend	Economic Development (46510)	7,000.00	8,000.00	7,000.00	
Tax Abatement		0	0	5,763.76	
	Total Disbursements	\$381,051.00	\$428,764.00	\$429,608.00	
2022 Notes					
no longer paying cemetary insurace (cemetery is not owned by City)					
Budget figured 3% salary increase - Council approved 2.5% salary increase.					
2023 Notes					
Adding planning and zoning GIS license					
Budget figured 4% salary increase					

CITY OF VERGAS

ALL FUNDS	Fee Sched 2022	Proposed 2023
Any invoice not paid within 60 days will be have invoice delivered (in City Limits by employees -outside of City limits by certified mail)	Administrative Fee	\$30.00 \$30.00
WATER RATE		
Load of Water	\$40.00	\$40.00
Basic Rate	\$28.00 a month	\$28.00
Per Gallon Rate	\$3.75 per 1,000 gallons	\$3.75
Connection Fee	\$0.55	\$0.55
Water Connection Fee	\$50.00	\$50.00
Reconnection Fee	\$30.00	\$30.00
Water Accessibility Charge	\$750.00	\$750.00
Frost Plate	\$40.00	\$40.00
Monthly Late Fee	10% of bill	10% of bill
Lawn Sprinkler Meter -1"	\$231.23	\$231.23
Lawn Sprinkler Meter -R2"	\$169.38	\$169.38
SEWER RATE		
Basic Rate	\$28.00	\$28.00
Per Gallon Rate	\$2.75 per 1,000 gallons	\$2.75
Sewer Accessibility Charge	\$750.00	\$750.00
Monthly Late Fee	10% of bill	10% of bill
GENERAL FUND		
Plowed with Loader	100/per hour 1 Hour minimum	125/per hour
Plowed with Truck	100/per hour 1 Hour minimum	125/per hour
Sand Parking Lots	100/per hour 1 Hour minimum	125/per hour
Construction Permit	\$25/10,000	\$30/10,000
Construction Permit (work started before permit issued)	\$50/10,000	\$60/10,000
Grade and Fill Permit	\$50.00	\$75.00
Variance Permit	\$400.00	\$400.00
Intermit Use Permit Fee	\$300.00	\$400.00
Conditional Use Permit	\$150.00	\$250.00
On-Sale Liquor License	\$3,000.00	\$3,000.00
Sunday Liquor License	\$200.00	\$200.00
Wine License	\$300.00	\$300.00
Caterer's Permit (1-4 day permit)	\$75.00	\$125.00
Cigarette License	\$100.00	\$100.00
Yard Waste Permit	\$60.00	\$65.00
Golf Cart Permit	\$20.00	\$20.00
Dog Licenses	\$10.00 \$8 if neutered	\$10.00
Animal Pick up fee	\$50.00 first offense	\$50.00
Fee doubles after each offense	\$100.00 2nd Offense	\$100.00
Mowing	\$200/per hour 1 Hour minimum	\$250/per hour
Fax	\$1.00 per page	\$1.00
Copy	\$0.25 per page	\$0.25
Sign (at Event Center or Liquor Store)	\$15.00 per day	\$15.00
Event Center		
Large Event w Liquor & Security for 4 hours (Fri-Sun)	\$1,000.00 3 day	\$1,200.00
Large Event no Liquor & Security (Fri-Sun)	\$500.00 3 day	\$750.00
Large Event (1 day)	\$300.00 1 day	\$350.00
Small Event - hourly	\$35.00 an hour	\$40.00
Smart Room/Council Chambers	\$20.00 an hour	\$20.00
Exercise Rental	\$10.00 per use	\$10.00
Lions Club Unlimited Meeting Annual Fee	\$900.00 annual	\$900.00

City Council
2022 September Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, September 13, 2022

15. Staff Reports

A. Utility Superintendent

Files Attached

- September 9 2022 Council report.pdf

September 2022 Council Report

1. Water
 - a. Will be replacing 2 Air release valves at the Water Treatment Plant.
 - b. Hydrants will be flushed towards the end of the month or beginning of next month.
2. Wastewater
 - a. Lift Station HWY 60 and Frazee Ave, conduit was replaced by Zitzow electric due to the semi that ran off the road.
3. Parks
 - a. Docks are being pulled from the water this week.
 - b. The restrooms at the beach and ball diamond will be closed when the temperature drops down toward the freezing mark.
4. Streets
 - a. The no trucks sign has been installed on Townline rd.

City Council
2022 September Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, September 13, 2022

17. Information & Announcements

1. Clerks Advanced Academy- (Lammers) September 15-16, 2022 New Ulm MN