

City Council
2022 October Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, October 11, 2022

- 1. Call to Order**
- 2. Citizens' Concerns**
- 3. Agenda Additions and Deletions**
- 4. Approval of Consent Agenda**
 1. Council Minutes of the September 13, 2022
 2. Bills paid between Council meetings and Council bills
 3. Liquor Store bills for September 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
- 5. Water/Sewer Late Fee Reduction Request**

310 S Pelican Ave
- 6. Conditional Use Permits**
 - A. Lawrence Lake Acres
 1. Grade and Fill permit
 - B. 235 East Frazee Avenue
 - C. Parcels 82-000-50-0027-009 Section 25,Township 137, Range 41; 82-000-50-0027-008 Section 25,Township 137, Range 41 (located on the corner of Hwy 4 and 35)
- 7. Easements - Townline Road**
- 8. Committee Reports**
 1. Budget
 2. Parks
 3. Streets/Sidewalks/Yard Waste
 4. Liquor Store, Licenses, Municipal Buildings
 5. Planning Commission
 6. EDA/HRA
 7. Water and Sewer Committee Report
 8. Event Center
- 9. Staff Reports**
 - A. Utility Superintendent
 - B. Liquor Store Manager Report
 - C. Clerk-Treasurer Report
- 10. Information & Announcements**
 - A. November Elections, November 8, 2022, 7 am - 8 pm Vergas Event Center
 - B. November Council Meeting will be held, Thursday, November 10, 2022 at 6:30 pm at the Vergas Event Center
- 11. Adjournment**

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2. Citizens' Concerns

Files Attached

- Citizens' Concern Letter.pdf

Julie Lammers

From: Terry Jellison <tmcdjelly@gmail.com>
Sent: Monday, September 19, 2022 2:11 PM
To: Julie Lammers
Subject: City Council Agenda Request

Hello,

I am providing a copy of a letter, I sent to the editor of the Pelican Rapids Press, to your township, or city, as it pertains to all voters in District 2 of Otter Tail County.

Please place this letter on the agenda for the next regularly scheduled board meeting of your township or city council meeting. I request that your township board, or city council, discuss the points made in this letter and make it available to all voters, through traditional posting policy in effect, and/or electronic means, including text and email.

A courtesy response via email, acknowledging receipt of this letter is requested and appreciated.

Thank you,


Terry Jellison
218-329-3796
tmcdjelly@gmail.com

To the Editor:

"Now is the time for all good men to come to the aid of their country" was a phrase hammered out by many Minnesota junior high school students in their typing classes back in the '70s.

But for the next four years in Pelican Rapids: "Now is the time for one good man to come to the aid of his city" is a phrase that the Pelican Rapids City Council and the voters of District 2 in Otter Tail County need to seriously consider. So does one good man, by the name of Wayne Johnson.

The Pelican Rapids City Council needs to hire Wayne Johnson as economic development director immediately! Given twelve years of experience as County Commissioner, who else other than Wayne Johnson, is better qualified to guide Pelican Rapids during the next four years and beyond. Mr. Johnson can use his county and state experience and contacts to steer Pelican Rapids through the hell it is going to go through during the 59/108 Project. Don't forget- Mr. Johnson is also among the best in the septic system business in the state, another important professional qualification of extreme importance to have while the entire water and sewer systems of Pelican Rapids are being overhauled. I challenge anyone, and everyone, in Pelican Rapids to name a better qualified person for this job other than Wayne Johnson!

To the voters of District 2, with the majority living in Pelican Rapids, you need to know that Wayne Johnson will still have a large influence in Otter Tail County without serving as a county commissioner. How can that be? Wayne's wife Dena, is a board member of the Otter Tail County Community Development Agency, where she also serves as treasurer. Mrs. Johnson began her first term, of three years, in 2019. This term will expire at the end of this year, but according to CDA guidelines, she can be appointed for another six-year term. This means, if Mrs. Johnson is willing, she can serve another six-year term ending in 2029. Mr. Johnson can advise Mrs. Johnson regarding Community Development Agency issues, maintaining his influence without being a Commissioner. I urge the voters of District 2 to respectfully request Mrs. Johnson to stay on the CDA until 2029, so Mr. Johnson can offer his service where it is more needed, now more than ever, in Pelican Rapids.

Talk about a win-win!

Let the discussions among the city leaders of Pelican Rapids and the voters of District 2 begin. The choice is up to them.

Terry Jellison
Perham

Sent from my iPhone

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4. Approval of Consent Agenda

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2. Bills paid between Council meetings and Council bills
3. Liquor Store bills for September 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

Files Attached

- 2022 September 13 Council Agenda & Minutes.pdf
- 2022 City Bill Listing for October.pdf
- October Claims List.pdf
- 2022 Liquor Store Bill Listing.pdf
- AgedBalance_10112022 (1).pdf

VERGAS COUNCIL
MEETING MINUTES
VERGAS EVENT CENTER & ZOOM
Tuesday, September 13, 2022

The City Council of Vergas met at 6:30 pm, on Tuesday, September 13, 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: Bruce Albright (on zoom located at the General Store Lake of the Woods), Natalie Fischer, Paul Pinke and Rebecca Hasse (on zoom located in Vergas at 231 W Hill St). Absent: Logan Dahlgren. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Michael DuFrane, Robert Williams of the Frazee-Vergas Forum, Engineers Jeff Kuhn, Sherri Hanson, Meryl Kvam, Judy Kvam, Jeff Hatlewick, Steve Knuttila, JoAnne Knuttila, Attorney Tom Winters, Scott Kolbinger and Shane Poss.

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 Fischer to approve the agenda with the addition of the Vergas Comprehensive Plan 2036. Voting yes: Albright, Pinke and Fischer. Voting no: none. Motion passed unanimously.

Council Member Resignation

Motion by Pinke, seconded by Fischer to approve resignation of Council Member Logan Dahlgren as he has moved out of the city limits. Voting yes: Albright, Pinke and Fischer. Voting no: none. Motion passed unanimously.

Assignment of Council Member

Council Member

Rebecca Hasse and Judy Kvam applied for open Council Member position. Motion by Fischer, seconded by Pinke to approve Rebecca Hasse as Council Member for the remainder of Dahlgren's term.

Oath of Office

Lammers gave Hasse oath of office.

Approval of Consent Agenda

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

- a. Council Minutes for August 2, 2022
- b. Bills paid between Council meetings for a total of \$68,799.59
- c. Liquor Store bills for August 2022 for a total of \$110,933.20
- d. General Fund/Special Revenue Money Market Account Report
- e. 2022 Investment Schedule/Bond Schedule
- f. American Rescue Plan Funding 2021-2026
- g. LG2022 Raffle Permit – Vergas Fire Relief Assn. 10/15/2022
- h. Liquor Store Transfer of \$25,000

Voting yes: Albright, Pinke, Hasse and Fischer. Voting no: none. Motion passed unanimously.
Motion passed unanimously.

Pinke questioned the amount of late water/sewer bills. Lammers explained they have been sent shut off letters and the money from Covid Funding from the Federal Government has run out and many are unable to pay their bills. Motion by Pinke, seconded by Fisher to approve Late water/sewer bills. Voting yes: Albright, Pinke, Hasse and Fischer. Voting no: none. Motion passed unanimously.

October 1, 2022 Hairy Man Event

High School Trap Shoot Demonstration

Motion by Pinke, seconded by Fischer to approve high school trap shoot demonstration on city property Saturday, Oct. 1, 2022. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously.

Temporary Liquor Permit

Motion by Pinke, seconded by Fischer to approve 1–4-day permit for Proof to hold alcohol tasting on City property on October 1, 2022. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously.

Water/Sewer late Fee Reduction Request

Meryl Kvam owner of 310 S Pelican Avenue requested his late fees for the last 3 months be dropped due to a misunderstanding between himself, renters and the city. Council asked Lammers to bring more facts to the October Council meeting regarding payments and notifications.

Easements – Townline Road

Attorney Tom Winters is working on easements and will speak with property owners and attorney of one property owner to proceed with easements.

Otter Tail County Garage Property

Bruhn informed Council the Municipal Committee and DuFrane would bring recommendations to the October Council meeting regarding the property currently owned by Otter Tail County being given to the City in January.

Vergas Comprehensive Plan

Final copies of the Vergas 2036 Comprehensive Plan were provided to Council Members, and they were asked to use plan when making decisions for their committees and making recommendations.

Committee Reports

Park Board

Sherri Hanson reviewed the Park Board meeting held on August 25, 2022, (minutes available at the Vergas City Office). Motion by Pinke, seconded by Fischer to proceed with work order from Loren Menz for \$1,600.00. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously. Thanked city workers for all their help with Looney Days, successful event because of Mike DuFrane and Matt Engebretson going over and above for the city. Restrooms at the beach are a high priority for the park board. Pickle ball nets are set up and next spring grass or concrete will need to be placed around the courts.

Streets/Sidewalk/Yard Waste

Albright reviewed Streets/Sidewalk/Yard Waste meeting minutes of August 16 and September 1, 2022 (minutes available at the Vergas City Office). When purchasing new city pickup we may need to have a special meeting. Discussed curb stops above the sidewalk on Main Street in front of American Beauty and Lavish Loon. Sidewalk is in County right-of-way and County has stated sidewalk does not need replacing. Motion by Albright, seconded by Pinke to have curb stops lowered by city maintenance with city and businesses sharing the cost 50/50. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously. Motion by Pinke, seconded by Fisher to approve work order of \$8,000 with Widseth for engineering at Keilley Shores. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously.

Water and Sewer Committee

Fischer reviewed Water/Sewer Committee meeting minutes of August 23, 2022 (minutes available at the Vergas City Office). There were no council recommendations.

EDA/HRA

Albright reviewed EDA/HRA meeting minutes of August 3, 2022 (minutes available at the Vergas City Office). Meeting time has changed to 1st Tuesday of the month at 2 pm at the Vergas Event Center. There were no council recommendations.

Liquor Store/Licenses/Municipal Buildings

Bruhn reviewed Liquor Store/Licenses/Municipal Building Committee meeting minutes of September 1, 2022 (minutes available at the Vergas City Office). Motion by Pinke, seconded by Fischer to approve the lease as provided. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously. Discussed upper level of the municipal building and the updates needed to the building, the committee recommended spending up to \$2,000.00 for flooring and paint. Discussed Engineering report regarding the landing needing to be four feet and currently is about 4 inches. Lammers will look for construction of new doorway. JoAnne and Steve Knuttila

requested the city consider replacing lights for the area as well as paint and flooring. Motion by Pinke, seconded by Fischer to not exceed \$5,000.00 on flooring and paint for the upper level of the Municipal Building and charge \$500.00 a month in rent. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously.

Planning Commission

Albright reviewed Planning Commission meeting minutes of August 22 and September 8, 2022 (minutes available at the Vergas City Office). Council sent conditional use permit for 325 E Frazee back to planning commission asking for pros and cons of change in zoning and conditional use. Motion by Pinke, seconded by Albright to deny variance for Mark Sand and Gravel. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously.

Event Center

Lammers reviewed Event Center meeting minutes of August 3, 2022 (minutes available at the Vergas City Office). Motion by Pinke, seconded by Fischer to approve the free use or reduced rent request form proposed by the Event Center Advisory Board. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously.

Budget

Motion by Albright, seconded by Fischer to approve 2023 proposed fee schedule effective January 1, 2023. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously.

2023 Budget

Motion by Albright, seconded by Pinke to approve resolution regarding preliminary budget (complete copy of resolution located at the city office) for \$259,068.00. Motion passed unanimously.

Staff Report

Utility Superintendent

City Council Report from Mike DuFrane.

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 have been installed on Townline Road.

November Council Meeting Date Change

Motion by Fischer, seconded by Albright to change the November meeting date from Tuesday, November 8 to Thursday, November 10, 2022 due to elections. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously.

Information & Announcements

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

Veterans Memorial Sprinkler System

John Lotzer joined the meeting.

John Lotzer reviewed proposal for about 15 sprinkler heads to be installed and maintenance being paid by the Veterans Memorial committee. They would pay to have lines blown out each fall. Asked if they could hook up to city water and have water provided by the City of Vergas. Currently they have been trying to water 22 feet around the memorial and the hoses are an eyesore and not doing a very good job providing water for grass. DuFrane stated he is not in favor of the sprinkler system due to increased water use. Voting yes: Albright, Hasse, Pinke and Fischer.

Voting no: none. Motion passed unanimously.

Motion by Albright, seconded by Pinke to allow Veterans Memorial Committee to install sprinkler system at their cost and city paying for water if metered to monitor water use.

Adjournment

Meeting was adjourned at 8:30 pm.

Julie Lammers, CMC
Vergas Clerk-Treasurer

CITY OF VERGAS

Bill Listing for September 14 to October 10, 2022

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
Adobe Reader	All Depts., Computer Program	16.10
City of Vergas	Payroll	9,911.00
Internal Revenue Services	2022 Withholding Tax	2,922.64
Lake Region Electric	Sign, electricity	43.46
Lammers, Julie	Training, expense	272.50
MN Dept. of Revenue	Sales Tax	87.00
MN Dept. Revenue	2022 Withholding Tax	482.09
Public Employees Retirement Assoc.	Payroll	1,853.97
Region 1 MOCFOA	Clerk, training	20.00
RMB Environmental Laboratories, Inc	WWTF, chemicals	344.00
Thein Well	Well selling, Grant reimbursed	9,589.74
Vergas State Bank	Shazam Card	1.00
Total for bills paid between Council Meetings		<hr/> \$25,543.50

Date Range : 9/11/2022 To 10/11/2022

<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>
10/11/2022	ASP of Moorhead, Inc	Event, security gaurds	26228	\$189.00	100-45110-300-	EVENT CENTER	\$189.00
10/11/2022	Aramark	Event, rugs and rags	26229	\$74.20	100-45110-210-	EVENT CENTER	\$74.20
10/11/2022	Blue Cross Blue Shield of Minnesota	Employees Health Insurance Premium, October 2022	26230	\$3,301.23	100-41405-131- 601-49440-131- 602-49490-131- 100-43110-131- 100-45210-131- 609-49751-131-	Clerk Water Utilities - Administration and General Sewer Utilities - Administration and General Highways, Streets & Roadways Parks Liquor Store - Manager - Off-Sale	\$212.15 \$362.11 \$362.11 \$362.11 \$362.11 \$1,640.64
10/11/2022	Colonial Life	Employee, insurance employee reimbursed	26231	\$182.24	100-41405-999- 609-49751-999-	Clerk Liquor Store - Manager - Off-Sale	\$58.12 \$124.12
10/11/2022	Card Member Service	St, Fuel LS, training Clerk, training	26232	\$371.28	609-49751-210- 100-43110-210- 100-41405-331- 601-49440-331- 602-49490-331-	Liquor Store - Manager - Off-Sale Highways, Streets & Roadways Clerk Water Utilities - Administration and General Sewer Utilities - Administration and General	\$20.00 \$72.55 \$92.91 \$92.91 \$92.91
10/11/2022	Michael DuFrane	St, Parks, Water, Sewer, cell phone	26233	\$75.00	100-43110-321- 100-45210-321- 601-49440-321-	Highways, Streets & Roadways Parks Water Utilities - Administration and General	\$18.75 \$18.75 \$18.75

Date Range : 9/11/2022 To 10/11/2022

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
					602-49490-321-	Sewer Utilities - Administration and General	\$18.75
10/11/2022	Matthew Engebretson	St, Pk, reimbursed cell phone	26234	\$25.00			
					100-43110-321-	Highways, Streets & Roadways	\$12.50
					100-45210-321-	Parks	\$12.50
10/11/2022	Scott Ehlke	Parks, blow out water lines	26235	\$380.00			
					100-45210-400-	Parks	\$380.00
10/11/2022	City of Detroit Lakes	St, sweeping	26236	\$155.00			
					100-43110-530-	Highways, Streets & Roadways	\$155.00
10/11/2022	Dakota Supply Group	Water, repair kit & Curb box	26237	\$421.97			
					601-49440-220-	Water Utilities - Administration and General	\$421.97
10/11/2022	Dewey's Septic Service	Park, vacuum pump bathhouse	26238	\$350.00			
					602-49490-300-	Sewer Utilities - Administration and General	\$350.00
10/11/2022	Dacotah Paper Company	Parks, supplies	26239	\$182.25			
					609-49751-210-	Liquor Store - Manager - Off-Sale	\$182.25
10/11/2022	Frazee-Vergas Forum	GG, ads	26240	\$274.40			
					100-41010-350-	GENERAL GOVERNMENT	\$274.40
10/11/2022	Hansons Plumbing & Heating, Inc.	Event & Park, service work	26241	\$209.86			
					100-45110-400-	EVENT CENTER	\$199.00
					100-45210-400-	Parks	\$10.86
10/11/2022	Hawkins, Inc	Wtr, chemicals	26242	\$643.96			
					601-49440-218-	Water Utilities - Administration and General	\$643.96
10/11/2022	Julie Lammers	Clerk, reimbursed cell phone	26243	\$75.00			

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					100-41405-331-	Clerk	\$25.00
					601-49440-331-	Water Utilities - Administration and General	\$25.00
					602-49490-331-	Sewer Utilities - Administration and General	\$25.00
10/11/2022	Locators & Supplies	St, supplies	54765	\$173.92			
					100-43110-210-	Highways, Streets & Roadways	\$173.92
10/11/2022	Lakes Area Co-operative	All Dept, operating fuel	54766	\$186.09			
					100-43110-210-	Highways, Streets & Roadways	\$186.09
10/11/2022	Leighton Broadcasting	Event, advertising	54767	\$100.00			
					100-45110-340-	EVENT CENTER	\$100.00
10/11/2022	League of MN Cities Insurance Trust	All Departments, Workers Comp	54768	\$11,638.00			
					100-41010-360-	GENERAL GOVERNMENT	\$59.00
					100-42210-360-	Fire Administration	\$5,411.00
					100-43010-360-	City Shop	\$81.00
					100-43110-360-	Highways, Streets & Roadways	\$731.00
					100-45110-360-	EVENT CENTER	\$88.00
					100-45210-360-	Parks	\$1,517.00
					601-49440-360-	Water Utilities - Administration and General	\$348.00
					602-49490-360-	Sewer Utilities - Administration and General	\$1,546.00
					609-49751-360-	Liquor Store - Manager - Off-Sale	\$1,755.00
					100-41110-360-	Council/Town Board	\$102.00
10/11/2022	Marco Inc	Copier, contract	54769	\$351.00			
					100-41010-200-	GENERAL GOVERNMENT	\$117.00
					601-49440-200-	Water Utilities - Administration and General	\$117.00
					602-49490-200-	Sewer Utilities - Administration and General	\$117.00
10/11/2022	Madison National Life Ins Co, Inc	Employee short term Insurance	54770	\$224.97			
					100-45210-130-	Parks	\$26.72
					601-49440-130-	Water Utilities - Administration and General	\$26.72

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					602-49490-130-	Sewer Utilities - Administration and General	\$26.72
					100-41405-130-	Clerk	\$17.28
					100-49751-130-	Liquor Store - Manager - Off-Sale	\$100.81
					100-43110-130-	Highways, Streets & Roadways	\$26.72
10/11/2022	Loren Menz	Parks, repairs	54771	\$10,952.55			
					100-45210-520-	Parks	\$10,952.55
10/11/2022	MENARDS - DETROIT LAKES	Parks, supplies	54772	\$81.92			
					100-45210-210-	Parks	\$81.92
10/11/2022	Otter Tail County Auditor-Treasurer	2022, 2nd half of taxes	54773	\$1,819.12			
					100-43128-440-	YARD WASTE	\$427.00
					100-45210-440-	Parks	\$517.61
					602-49490-440-	Sewer Utilities - Administration and General	\$211.45
					100-45110-440-	EVENT CENTER	\$196.43
					609-49751-999-	Liquor Store - Manager - Off-Sale	\$466.63
10/11/2022	Otter Tail Power Company	All depts, utility (2022)	54774	\$1,754.81			
					100-45110-380-	EVENT CENTER	\$419.59
					100-43010-380-	City Shop	\$26.33
					100-45210-380-	Parks	\$161.41
					601-49440-380-	Water Utilities - Administration and General	\$415.35
					602-49490-380-	Sewer Utilities - Administration and General	\$264.21
					100-43160-380-	Street Lighting	\$467.92
10/11/2022	Olson Oil Co.	St, Parks, operating supplies	54775	\$437.32			
					100-43110-210-	Highways, Streets & Roadways	\$369.11
					100-45210-210-	Parks	\$68.21
10/11/2022	OtterTail Lakes Country Tour Assn	GG, publications	54776	\$2,000.00			
					100-41010-340-	GENERAL GOVERNMENT	\$2,000.00

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10/11/2022	Productive Alternatives, Inc.	Event Center, Cleaning Inv#71665	54777	\$127.06	100-45110-300-	EVENT CENTER	\$127.06
10/11/2022	Perham Office Supply	GG, office supplies	54778	\$23.03	100-41010-210-	GENERAL GOVERNMENT	\$23.03
10/11/2022	RMB Environmental Laboratories, Inc	WWTF,Chemicals	54779	\$237.40	602-49490-218-	Sewer Utilities - Administration and General	\$237.40
10/11/2022	Kyle Theisen	LS, cell phone reimbursement	54780	\$25.00	609-49751-321-	Liquor Store - Manager - Off-Sale	\$25.00
10/11/2022	Shannon Steiner	Event, deposit	54781	\$300.00	100-45110-999-	EVENT CENTER	\$300.00
10/11/2022	Tri-State Pump & Control, Inc.	SW, Lift Station Annuals	54782	\$166.24	602-49490-580-	Sewer Utilities - Administration and General	\$166.24
10/11/2022	Steve's Sanitation, Inc.	Parks, Event, garbage pick up	54783	\$356.85	100-45110-384- 100-43110-384-	EVENT CENTER Highways, Streets & Roadways	\$116.16 \$240.69
10/11/2022	Vergas Hardware	All Depts, supplies	54784	\$167.80	100-43110-210- 100-45210-210- 602-49490-210- 601-49440-210-	Highways, Streets & Roadways Parks Sewer Utilities - Administration and General Water Utilities - Administration and General	\$16.17 \$133.01 \$14.99 \$3.63
10/11/2022	Widseth Smith Notlting & Assoc. Inc	Engineering	54785	\$5,704.75	100-43110-303- 100-43110-303-	Highways, Streets & Roadways Highways, Streets & Roadways	\$3,121.00 \$2,583.75

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10/11/2022	Zitzow Electric, Inc.	Wtr, service work	54786	\$592.65	609-49751-300-	Liquor Store - Manager - Off-Sale	\$592.65
Total For Selected Claims				\$44,330.87			\$44,330.87

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 September 2022

Vendor	Description	Total
Absolut Ice		\$398.90
Aramark	Rugs & towels	\$111.80
Artisan Beer Company		\$793.56
Arvig Communication System	Fax/Security Cameras/internet	\$577.10
Bergseth Bros. Co Inc		\$10,128.25
Beverage Wholesalers		4,477.96
Blue Cross Blue Shield of MN	Employee Health Insurance	1,640.64
Breakthru Beverage MN Wine and Spirits		3,159.78
Card Member Service	supplies	624.51
Carlos Creek Winery		360.00
City of Vergas	Utility	62.01
City of Vergas	Payroll	4,890.96
Colonial Life	Reimbursed employee insurance	186.18
Datamann, Inc	Computer Server	29.70
D-S Beverage		16,121.58
Frazee-Vergas Forum	Advertising	35.00
Great Plains Natural Gas	Utility	24.70
Internal Revenue Service	2022 Withholding Tax	2,130.81
Jackson Family Trucking LLC	Freight	573.50
Johnson Brothers Liquor Co		13,949.16
League of Mn Cities Insurance Trust	Insurance, property and liability	5,959.00
LL Flooring	Municipal Building Flooring, 2nd floor	6,011.62
Merchant Services	Credit Card Fees	1,731.61
MN Dept. of Revenue	Sales Tax	9,668.00
MN Dept. Revenue	2022 Withholding Tax	281.70
Otter Tail Power Company	Utility	457.92
Paustis Wine Company		530.00
Phillips Wine & Spirits		4,316.16
Public Employees Retirement Assoc.	Payroll	\$1,329.73
Sign Solutions	Parking Lot Sign	38.68
Southern Glazer's of MN		3,107.87
Theisen, Kyle	Cell Phone	25.00
True Brands		92.09
Vergas Community Club	Wine walk	50.00
Viking Coca-Cola Bottling Co		155.10
	Total	94,030.58
	September Receipts	84,089.51
September Balance		(\$9,941.07)
Jan- August Operating Income (Loss)		\$28,128.65
	Transfer to General Fund	\$25,000.00
2022 Total Operating Income (Loss)		(\$6,812.42)

AGED BALANCES

CITY OF VERGAS

DATE: 10/11/2022 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
80	N	PENNEY, JOYCE	\$119.75*	\$82.19	\$75.90	\$69.94	\$347.78
110	N	DAY, SHAWN	\$117.92	\$177.78	\$32.46	\$0.00	\$328.16
230	N	WELDON, BEN &	\$286.77	\$293.73	\$189.03	\$615.81	\$1385.34
331	N	NASH, DUSTN	\$160.98	\$118.47	\$107.12	\$174.11	\$560.68
361	N	RHONDA UEKE	\$165.82*	\$127.62	\$109.51	\$334.57	\$737.52
405	N	HODNEFIELD, PATRICK	\$130.15*	\$91.04	\$103.13	\$72.81	\$397.13
502	N	TJ JOHNSON	\$153.04	\$128.86	\$69.45	\$0.00	\$351.35
711	N	OLSON, SHELBY	\$167.83	\$164.99	\$154.79	\$0.00	\$487.61
780	N	FRANKLIN, PAM	\$130.38*	\$102.75	\$94.01	\$91.95	\$419.09
1220	N	VERGAS POST OFFICE	\$73.35	\$80.55	\$59.97	\$0.00	\$213.87
1361	N	LONGTIN, TRISHA	\$84.70	\$90.21	\$15.64	\$0.00	\$190.55
1371	N	DARYL PIXLEY	\$68.56	\$62.93	\$57.21	\$0.00	\$188.70
1651	N	WEIBYE, RYAN	\$73.35	\$82.62	\$39.73	\$0.00	\$195.70
1788	N	ERICKSON,KRISTI	\$73.50	\$73.91	\$69.55	\$0.00	\$216.96
2000	N	LENDE, BRIAN	\$154.37*	\$110.70	\$105.36	\$26.53	\$396.96
7701	N	BRACKEN, JOSEPH &	\$150.30*	\$83.27	\$85.16	\$97.45	\$416.18
Totals(16):			\$2,110.77	\$1,871.62	\$1,368.02	\$1,483.17	\$6,833.58

City Council
2022 October Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, October 11, 2022

5. Water/Sewer Late Fee Reduction Request

310 S Pelican Ave

Files Attached

- 310 S Pelican Avenue.pdf

310 S Pelican Ave

Owner: Merel Kvam

Renter: Terry Schepp

Merel Kvam was paying account and added renters name and address to be filled on June 23, 2022.

Ordinance:

§ 52.51 WATER SERVICE BILLING; CHANGE OF ADDRESS.

All bills and notices shall be mailed or delivered to the address where service is provided. If nonresident owners or agents desire bills or notices sent to a different address, they shall so note on the water service application. Any change or error in address shall be promptly reported to the City Clerk. All accounts shall be carried in the name of the owner who personally or by his or her authorized agent, applied for the service. The owner shall be liable for water services supplied to the property whether he or she is occupying the property or not.

Balance of \$133.35 was not paid at the time adding renter to the utility bill.

Late fee of \$13.34 was added to the bill.

In July bill was sent to both Merel and Terry. Current bill paid by Terry. Past due was not paid by either party and late fee of \$14.67 was added to the bill.

On Aug. 24, Merel paid \$133.35 but stated he would like late fees removed and was told only Council can remove and he asked to be added to September Council meeting agenda.

Late fee of \$2.80 was added to the account.

Merel paid late fee of \$30.81 on August 31, 2022 and is asking Council to reimburse him the late fee.

City Council
2022 October Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, October 11, 2022

6. Conditional Use Permits

A. Lawrence Lake Acres

1. Grade and Fill permit

B. 235 East Frazee Avenue

C. Parcels 82-000-50-0027-009 Section 25, Township 137, Range 41; 82-000-50-0027-008 Section 25, Township 137, Range 41
(located on the corner of Hwy 4 and 35)

Files Attached

- Grade and Fill Parcel 820005800024000.pdf
- Application for Conditional Use Permit- 82000500027008.pdf
- Application for Conditional Use Permit- 82000500027009.pdf
- Application for Conditional Use Permit- 82000990170001-235 E Frazee Avenue.pdf
- 09-26-22 PUBLIC HEARING NOTICE Extension of Glenn St.pdf

Permit Number: 2002-011 Date Received: 10/05/22 Parcel Number: 82000500 024000 Fee \$50.00

City of Vergas Application for Grade and Fill Permit

Property Description:

Lake # 56055500 Lake Name Lawrence Parcel Number 82000500024000

Legal Description WEST LAKE STREET TO GLEN STREET. SEE PLAT
TBD

Lot TBD, Block TBD, Addition TBD

Property: Width 2250' feet, Length 1300' feet

Property Owner: JRMH Holdings

Address of Project property: TBD

Mailing Address: 36256 504TH ST FRAZER MN 56344

Phone: 218-234-1685

Contractors Name: Don SCHROEDER

License Number: _____ Phone: 218-731-5289

Address 18079
430 STREET PELICAN RAPIDS MN. 56572

Note:

1. The lot lines and project area(s) must be staked before application is made.
2. If the project disturbs more than 1 acre of land, you are required to obtain a General Storm Water Permit from the Minnesota Pollution Control Agency.

On a separate paper, attached to this application, please draw a scale drawing of the project.

Please describe the project: - SEE PLAT

Detailed Information:

Area to be cut/excavated 3000 length 60 width 12 depth

Area to be filled/leveled 3000 length 30 width 2 depth

Culvert(s) X yes _____ no If yes, you must indicate size and location on drawing: SEE PLAT

Type of soils and/or fill material BLACK DIRT, SAND, GRAVEL

Total cubic yards of earthmoving requested 80,000

Signature of property owner 4054 R.M. Hansen Date 10-4-22

10/05/2022/po Receipt # 149386 Page 23 of 60

APPLICATION FOR CONDITIONAL USE PERMIT

CITY OF VERGAS

COUNTY OF OTTER TAIL

111 E. MAIN STREET – PO BOX 32

VERGAS, MN 56587

(218) 302-5996

APPLICATION FEE \$100.-
RECEIPT NUMBER 149360
ACCEPTANCE DATE Sept. 12, 2022

PROPERTY OWNER Lorz Real estate Holdings LLC
MAILING ADDRESS 9570 42nd St South Fargo ND 58105 PHONE 701 371 0457

LAKE NUMBER _____ LAKE NAME _____ LAKE CLASS _____

SECTION 25 TOWNSHIP 137 RANGE 041

PARCEL # 82000500027008 E-911 _____

LEGAL DISCRIPTION:

CONDITIONAL USE PROJECT REQUESTED (PLEASE CHECK THE APPROPRIATE REQUEST):

TOPOGRAPHICAL ALTERATION _____ COMMERCIAL USE ☒ CLUSTER DEVELOPMENT _____

EXTRACTIVE USE _____ INDUSTRIAL USE _____ FOREST LAND CONVERSOIN _____ MISC. _____

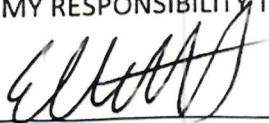
SPECIFY YOUR REQUEST. PLEASE BE BRIEF AS THIS WILL BE USED FOR PUBLIC NOTIFICATION.

install commercial office and storage on Residential Lots

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

I ALSO UNDERSTAND OTHER PERMITS MAY BE REQUIRED.

IT IS MY RESPONSIBILITY TO CONTACT THE CITY OF VERGAS REGARDING THIS MATTER.



SIGNATURE OF PROPERTY OWNER

12 sept 2022

DATE

APPLICANT WILL RECEIVE NOTIFICATION AS TO THE DATE OF/TIME OF THE PUBLIC HEARING.

APPLICATION FOR CONDITIONAL USE PERMIT

CITY OF VERGAS
COUNTY OF OTTER TAIL
111 E. MAIN STREET – PO BOX 32
VERGAS, MN 56587
(218) 302-5996

APPLICATION FEE \$100.
RECEIPT NUMBER 149360
ACCEPTANCE DATE Sept. 12, 2022

PROPERTY OWNER Lorz Real estate Holding, LLC
MAILING ADDRESS 1570 42nd St. S. Fargo ND 58105 PHONE 701 311 0457
LAKE NUMBER _____ LAKE NAME _____ LAKE CLASS _____
SECTION 025 TOWNSHIP 137 RANGE 041
PARCEL # 82000500027009 E-911 _____

LEGAL DISCRIPTION:

CONDITONAL USE PROJECT REQUESTED (PLEASE CHECK THE APPROPRIATE REQUEST):

TOPOGRAPHICAL ALTERATION _____ COMMERCIAL USE ☒ CLUSTER DEVELOPMENT _____

EXTRACTIVE USE _____ INDUSTRIAL USE _____ FOREST LAND CONVERSOIN _____ MISC. _____

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

in shall commercial office and storage on Residential Lot

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

I ALSO UNDERSTAND OTHER PERMITS MAY BE REQUIRED.

IT IS MY RESPONSIBILITY TO CONTACT THE CITY OF VERGAS REGARDING THIS MATTER.



SIGNATURE OF PROPERTY OWNER

12 Sept 2022
DATE

APPLICANT WILL RECEIVE NOTIFICATION AS TO THE DATE OF/TIME OF THE PUBLIC HEARING.

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 JAL
8/29/22

PROPERTY OWNER Robin + Jennifer Hanson

MAILING ADDRESS PO Box 248 Perham MN 56573-0248 DAYTIME PHONE 218 298-2705

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 BIK 2

CONDITIONAL USE PROJECT REQUESTED (PLEASE CHECK THE APPROPRIATE REQUEST)

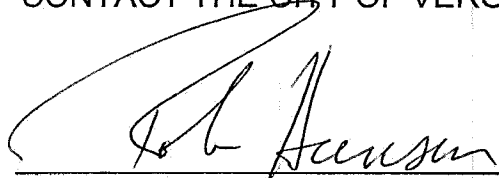
TOPOGRAPHICAL ALTERATION — COMMERCIAL USE ☒ CLUSTER DEVELOPMENT — EXTRACTIVE USE —
INDUSTRIAL USE — FOREST LAND CONVERSION — MISC —

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

VERGAS PLANNING COMMISSION

PUBLIC HEARING NOTICE

Notice is hereby given that the Vergas City Planning Commission will conduct a Public Hearing regarding a Conditional Use Permit on parcel 82-000-50-0024-000 Section 24, Township 139, Range 40. This will allow the extension of Glenn Street to connect with W Lake Street.

All interested parties are invited to attend and will be given the opportunity to ask questions and to provide public input and/or comments. If you are unable to attend the hearing, you are invited to submit your comments in writing to the City Clerk-Treasurer prior to the scheduled hearing. Written comments and questions will be addressed at the hearing and a written response will be provided by the City. Non-English-speaking residents and other persons with special needs who plan to attend the hearing are asked to contact City Hall (218) 302-5996 Ext. 1 prior to the hearing so arrangements can be made to address any specific requirements.

The Public Hearing on this request will be held by the Vergas Planning Commission at 6:00 p.m. on Monday, September 26, 2022, attend the meeting via Zoom, meeting id: 267-094-2170 password 56587 or at the Vergas Event Center Council Chambers.

Julie Lammers
City Clerk-Treasurer

.....
Please Publish Frazee-Vergas Forum September 13 and 20, 2022

AFFIDAVIT REQUIRED: Please send to – City of Vergas
Attn: Julie Lammers
City Clerk-Treasurer
P O Box 32
Vergas MN 56587

City Council
2022 October Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, October 11, 2022

8. Committee Reports

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

Files Attached

- 2023 Proposed Budget.pdf
- Resolution 2022-007 APPROVING 2022 TAX LEVY, COLLECTIBLE IN 2023 Sept.pdf
- 9.22.2022 Park Minutes DRAFTpdf.pdf
- 09.22.2022 Park Board Wadena Soil and Water Letter.pdf
- 09.20.22SSYWmin pdf (003).pdf
- 09-29-2022 Liquor Store, Municipal Buildings, License Committee meeting.pdf
- 09-26-2022 Planning Commission Meeting minutes.pdf
- 10-04-2022 EDA_HRA Agenda and Minutes.pdf
- 10-06-2022 Water and Sewer Committee meeting.pdf
- 2023 Proposed Sewer Budget.pdf
- 2023 Proposed Water Budget.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 insurance (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
COUNTY OF OTTER TAIL
STATE OF MINNESOTA
RESOLUTION 2022-007

RESOLUTION ADOPTING TAX LEVY, COLLECTIBLE IN 2023

THE CITY COUNCIL OF THE CITY OF VERGAS, MINNESOTA DOES HEREBY RESOLVE AS FOLLOWS;

BE IT RESOLVED that the City Council of the City of Vergas, County of Ottertail, Minnesota, that the following sums of money be levied for the current year, collectible in 2023, upon taxable property in the City of Vergas, for the following purposes:

Total Levy	\$ 259,068.00
Street Department Service 2006	\$ 11,556.00
Street Department Service 2019	\$24,140.21
Total	\$ 294,764.21

The city clerk is hereby instructed to transmit a certified copy of this resolution to the county auditor of Ottertail County, Minnesota.

Adopted this 13th day of September 2022 by the City Council of the City of Vergas.

Julie Bruhn, Mayor

ATTEST:

Julie Lammers, City Clerk/Treasurer

9.22.2022 DRAFT Minutes Vergas Parks & Rec Advisory Board, 3:30 p.m. VEC

1. **Members Present:** Sherri Hanson, Steph Hogan, Carol Albright, Tony Sailer, Paul Pinke, Mike DuFrane. **Absent: Sydney Glawe**
2. **Others Presnet:** Judy Kvam
3. **Additions/Corrections to Agenda:**
 - a. Land Available for a New Park. Do we want it?
 - b. Meet with City Engineer on October 11, 2022
 - c. HairyMan Event Update
 - d. Goose Poop at the Vergas Beach
4. **August Minutes were Approved** with a motion by Hogan/second by Pinke.
5. **Dug Outs** have been built by Loren Menz. Think about having them painted and adding hooks inside for players' jackets, etc. **Shingling** of the restroom was also done by Loren Menz.
6. **NDSU Plans for the Park at the Beach:** were reviewed on September 19. Notes were sent to Board members. Hanson reported this Advisory Board can meet with the City Engineer on Tuesday, October 11 before the City Council meeting to inquire about the cost for drawing/ designing plans for the park renovation. **Hanson will notify Board members with the specific time to meet.**
7. **SWCD:**
 - a. Albright reported Liz Wiese from SWCD has contacted their engineer about solutions for the erosion at Tin Can Alley. She has not yet received a response from the engineer.
 - b. Albright presented the letter from Anne Oldakowski, SWCD Forestry Technician. As per her recommendation not to plant maple trees any closer than 25' from a retaining wall, Pinke made a motion/second by Hogan to have Bob Hager remove the maple trees he planted without permission; and to replant them in Tin Can Alley with Mike DuFrane marking their new location.

Pinke had a question about the terms of the easement on the Hager property. Albright will look at her copy of the easement and they will discuss the results.
8. **DuFrane Update:**
 - a. Second Doggie Waste Station has been installed at the entrance to Tin Can Alley.
 - b. Sand in front of the bathroom at the ball field has been removed, so it should now be handicap accessible.
 - c. Crossroads Garden Center and Landscaping submitted a bid of \$7240.75 to fill and seed the area around the Pickleball Court, construct a retaining wall with steps, and add concrete bullet edges. This will be a Pickleball Committee expense. Hanson will be meeting with the group to get their input.
 - d. DuFrane has talked to Scott Ehlke about preparing the water lines at the ball field bathroom for the winter months. DuFrane should let the Pickleball people know the bathroom will be closed after October 1 (the Hairy Man Event date).
 - e. Docks were pulled out today.
9. **Wish List:** Each Board member received a copy of the recently completed Comprehensive Plan. Hanson reminded the Board we will attempt to follow the wishes listed in it as we move forward with planning.
10. **No Budget** was presented as Lammers is out of the office at this time.
11. **Overview of All Vergas Parks:** Board members will tour all parks in Vergas to determine needs. A date will be determined via email.
12. **Other:**
 - a. Do we want the free lot being offered for a park? The land has been taken over by the State in the area of Ava and Diane Streets. **Hanson asked Pinke to find out the location and size of the lot.**

b. Board members will meet with the City Engineer on October 11, 2022 before the City Council meeting to start the process for park improvements at the beach.

c. Hairy Man Event at the Ball Park, October 1: **DuFrane will notify Frank Vanna of the Trap Shoot that will happen between 2:30-3:30 p.m.** The students who are doing the demo will likely clean up the mess. Volunteers are still needed for a few activities.

d. Goose Poop at the Beach: DuFrane talked to resident, Ben Ratz, about his request to use spray to keep geese off the beach area. They determined it was no longer an issue.

Informal Discussion:

The park at the beach needs a name. We can publicize the need on FaceBook. Some suggestions:

Loon Echo Park

HairyMan Park

Big Loon Park

Resident guest, Judy Kvam, would like to join the tour of Vergas Parks.

13. The next regular meeting will be Thursday, October 27, 2022 at 5:00 p.m. in the Vergas Event Center.

ACTION ITEMS

1. Hanson:

a. **Notify members about the date for the tour of parks.**

b. **Notify members about the time for meeting with City engineer on October 11.**

c. **Discuss Crossroads' bid for Pickleball Court improvements with Pickleball**

Committee.

d. **Report updates to City Council from September meeting.**

e. **Report Board's recommendation to City Council to have Bob Hager remove and replant the maple trees at Tin Can Alley; the placement of which will be determined by DuFrane.**

f. **Publicize the Park Naming Contest on FaceBook.**

2. Albright:

a. **Check with Liz Wiese, SWCD, again for the erosion planting update.**

b. **Meet with Pinke to review the Hager Property easement.**

3. Pinke:

a. **Find out which lot the State will donate to the Parks Board and what is the size?**

b. **Meet with Albright to review the Hager Property easement.**

4. DuFrane:

a. **Notify Frank Vanna about the Trap Shoot on October 1 for the Hairy Man Event.**

b. **Mark the location for B. Hager to replant the maple trees in Tin Can Alley.**

c. **Follow through with Scott Ehlke to prepare the waterlines for winter at the bathroom at the ball park.**

EVERYONE: What should be the name of Vergas Park?



*COPY
Carol Albright
has the original.*

Carol Albright
Vergas Park Advisory Board
1210 Frazee Ave E
Vergas, MN 56587

Thank you for the opportunity to meet with your city park advisory members on June 7, 2022 and to answer many questions related to Long Lake Park and your trail and park improvement projects. These projects don't happen overnight and funding opportunities are not always available. Thankfully your city received donations and was awarded an Environment and Natural Resources Trust Fund grant to help with construction and installation of the new floating boardwalk, bridge, retaining walls, and trail system along Long Lake. Engineering plans for the project were designed so it functions as intended for many years.

We discussed several portions of your project as we walked the trail and boardwalk along Long Lake. One item of concern was the proximity of newly planted trees near the retaining walls. Trees have large root systems essential for growth and the roots of trees can do severe damage to retaining walls. While we can't see where tree roots grow underground, the problem with trees too close to these walls usually surfaces when the retaining wall cracks or bulges out, losing structural integrity. Eventually the retaining wall will need to be repaired. Trees should be planted a minimum distance of half the height of the tree when it is fully mature from a wall or house foundation. For example, a mature oak or maple tree can reach over 50' tall, so at a minimum these trees should be planted at least 25' from a retaining wall. My suggestion would be to have these trees removed as soon as possible to prevent future damage to the retaining walls. Removing the trees this fall after the leaves dry up and they go into dormancy would be the best option.

Thanks again for the chance to view your project and provide assistance. If you have any questions, please let me know.

Sincerely,

Anne Oldakowski

Anne Oldakowski
Forestry Technician
Wadena and East Otter Tail Soil & Water Conservation Districts

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218-632-4201 • www.wadenaswcd.org
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Street/Sidewalks/Yard Waste Committee Meeting Minutes
Vergas City Office
September 20, 2022

1.) A meeting of the Vergas Streets/Sidewalks/Yard Waste (SSYW) Committee was held on Tuesday, September 20, 2022 at 4:00 PM at the Vergas Event Center. Present was Bruce Albright and Paul Pinke, Vergas City Council; Mike DuFrane, Utility Superintendent; Julie Lammers, City Clerk, and Blaine Green, Widseth. Besides the aforementioned, also attending the 6:00 PM Glenn Street (ST) informational meeting were: Judy Kvam, Loren Menz, Natalie Fischer, and Peter Kastella (via Zoom). In addition, to the already aforementioned, Troy Teigen attended the 7:00 PM West Lake ST informational meeting, Kastella did not attend this meeting. Albright called the SSYW meeting to order at 4:00 PM.

2.) Agenda Additions or Deletions. Lammers said she did not mail out a new agenda, and today's discussions will continue with the 09/01/22 SSYW agenda. DuFrane wanted to add a discussion about North (N) Railway Avenue (AVE).

3.) N Railway AVE. The owner of the old insulation plant, Railway Property Holdings LLC, has complained about the condition of the road, north of the Elm ST intersection. It appears that part of the road may only have partial right-of-way (R/W). DuFrane thought the asphalt bump should be milled own. Albright would like to look at the situation. DuFrane will prepare a cost estimate for doing the work.

4.) Yard Waste/Recycling Site. Albright said in the past we've had to deal with tree roots, stumps, and branches over 6" in diameter. He was reviewing the sign at the entrance, and none of the aforementioned is mentioned on the sign. He thought maybe we could add another sign, to see if we might eliminate some of these problems. DuFrane said that the current sign at the entrance is somewhat outdated. Perhaps we could make an entire new sign, including a statement about tree waste? Lammers will get pricing from JH Signs and Designs, who did the current onsite sign. Out of town permit holders do get a letter with the current rules. However, the rules are not furnished to in town citizens. Lammers can change this.

5.) Lawrence Lake Acres. At the 09/26/22 Planning and Zoning Committee (P&Z) meeting, at 6:00 PM, there will be a Conditional Use Permit (CUP) hearing for the extension of Glenn ST. Apex Engineering, who's working for the developer, has contacted Widseth for the City's road criteria.

Green said Kuhn wanted to be here tonight, but is home sick. Green went over his PowerPoint presentation that he'll use for tonight's informational meetings for the Glenn ST extension and the West (W) Lake ST improvement. For both roads, he was planning a 24' wide top, with 6" of gravel. The watermain and sanitary sewer need to be extended in Glenn ST to the subdivision property line. Both lines will be 8" diameter PVC. For Glenn ST, the 600' feet of road extension is estimated to cost \$59,000, the sanitary sewer extension, \$43,000, and the watermain extension, \$62,000. Green felt the waterman and sewer extensions could be considered developer's costs. The City's "Special Assessment and Trunk Area Policies and Procedures for Public Improvements and Maintenance Costs" will be used for assessments. Assessments must also follow Minnesota Statutes, Chapter 429, Local Improvements, Special Assessments. If authorized by the Council, the next step will be asking Widseth to complete the feasibility reports for each project, which for construction purposes, could be combined as one project, 429.021, Subd. 2. Before awarding a construction contract, the City must hold a

hearing (429.031, Subd. 1). Any proposed assessments are handled in accordance with 429.061, which is a separate hearing.

For W Lake ST, Green said the estimate does not include R/W acquisition. For the County's website, it appears we may only have R/W along part of the improvement. Green's estimate includes "looping" the watermain back to East (E) Lake ST, where there is already an existing watermain. That part for W Lake ST in the NE1/4 of Section 25 appears to not have any road R/W. Lammers thought that the City had took care of this, and will check her records and get the R/W information to Green. About 2,000' feet of road improvements are estimated to cost \$204,000, and the watermain looping is at \$421,000. Street improvements would be assessed 50% to the abutting property owners and 50% to the City. Albright said if all 28 lots in the subdivision are sold and built on, it could add about over \$10 million to the City's tax base.

5.) Curbstop Repairs along W Main ST. DuFrane estimate a cost of \$85/each for repair of the two curbstops sticking up on the north side of W Main ST. Each building owner will be contacted and expected to be responsible for 50% of the costs.

At 5:45 PM, Albright adjourned the SSYW meeting.

At 6:00 PM, Albright convened the Glenn ST Extension informational meeting. Attendance is as noted above. He said the SSYW Committee wanted to hold tonight's informational meetings as a courtesy to the affected neighboring landowners to keep them informed about the potential projects. Loren Menz commented that the extension of Glenn ST doesn't benefit him. The only person along the said extension that benefits is the developer, Josh Hanson. Menz said he was not objecting to the street extension, just that it is unfair to tax the abutting property owners for any of the costs. Kastella, representing the Pinkepan property at 341 S Pelican AVE, said their property already has an access to Pelican Ave, and they wouldn't benefit from any improvements to Glenn ST. Lammers said the Council has a number of decisions to make regarding both road projects, and tonight's meeting is just the first step in the process. Albright adjourned this meeting at 6:30 PM.

At 7:00 PM, Albright called the informational meeting for the possible improvement of W Lake ST to order, with the people noted above in attendance. He noted that "improvements" for W Lake ST were included in the City's "Capital Improvement Plan" dated August 2019, as prepared by KLJ Engineering. Green presented his PowerPoint presentation for this project. There were no landowner questions or comments.

Upon conclusion of the presentations by Green at 7:20 PM, the SSYW Committee decided to recommend to the Council at their 10/11/22 meeting to authorize Widseth to prepare the feasibility reports for both projects.

Respectfully prepared and submitted by;

Bruce E. Albright, City Council Member

Council Recommendations:

- Authorize Widseth to complete the feasibility reports for the extension of Green ST and the improvement of W Lake ST (429.031).

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.
- Cost estimate for N Railway AVE repairs north of Elm ST intersection.

Additional Future Meeting Agenda Items:

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

City of Vergas
Liquor Store Committee Meeting

The Liquor Store/Municipal Building/License Committee was called to order on Thursday, September 29, 2022, at 6:00 pm at The Vergas City Office. Present were Julie Bruhn, Rebecca Hasse, Kyle Theisen and Julie Lammers.

Municipal Building

Lease for rental space on the second floor of the building was discussed. Committee recommended 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. Council approved 1-year lease for \$500.00 a month with lessee doing updates to building and allowed to spend \$5,000 on flooring. To receive warranty on flooring an underlayment was also purchased by the Liquor Store.

JoAnne Knuttila has signed lease and paid first month's rent (October 2022) for the space above the Liquor Store. Lammers contacted an engineer from Widseth to review ADA Compliance and no elevator or handicap chair is required but the wall at the bottom of the stairs needs to be moved for a landing. Lammers has received a quote of \$1,500 from Loren Menz and has asked Summers Construction for a quote. Lammers has prepared document for Knuttila and Bonnie Anderson to sign regarding removal of carpeting and screws and nails from walls. Bonnie Anderson has damaged ceiling tiles with her displays and has purchased an air conditioner located on the roof of building. Anderson requested city trade air conditioner for the tiles. Discussed upgrades to space and committee would like Knuttila to get approval for any upgrades. Barn wood located on the bottom of walls and brick may not be painted. Lammers prepared document regarding remodeling of space for Knuttila to sign. Lammers is meeting with Bonnie Anderson, Attic Shoppe and JoAnne Knuttila, The Step Up at 9 am on Friday to discuss space.

Committee recommended approval of Loren Menz quote to move wall for \$1,500 and to allow city employees to purchase and install ceiling tiles.

Liquor Store

Theisen updated Hasse regarding pros and cons for relocating the current liquor store. Owner of Olson Oil was not able to attend the meeting. Theisen will contact him and set up a meeting when he is available.

Otter Tail County Garage Property

Lammers has been notified by Amy Baldwin, Otter Tail County the property located at 140 E Linden St owned by Otter Tail County will be ready to be given to the City in January. Otter Tail County attorneys are currently updating the title and the deed paperwork to transfer the title. Committee reviewed options for the property: city garage, city office, sale to businesses and parking.

Criteria for property: Must be owned by City and used by the public.

City Garage or city office: Building would need to be completed remodeled for office space. Plow trucks will not fit inside building and many items will be considered nuisance if located in commercial area.

Sell or lease of space: Due to the property being given to the city as government property the land is required to be use for public use. The City is unable to sell or lease the property. Lammers asked if the City could rent individual parking spots and Baldwin assured her, they could as long as some parking was for general public. Discussed renting spaces to Altona Square for their apartments. Neighboring communities rent city spaces to help fulfill the requirements to commercial building parking spots.

Parking: The currently adopted comprehensive plan has found parking to be the greatest need in the City of Vergas. Ottertail County has a 50/50 community growth grant in which the City could apply to use to remove current building. Lammers contacted Torey Sonnenberg regarding cost to remove building and make into a parking lot he stated it would cost approximately \$30,000 if there is no asbestos in the building. Lammers contacted Baldwin regarding asbestos in the building. She is checking with Chuck Grotte on any knowledge they have regarding the building. Discussed parking spaces and what to charge for rent – Lammers stated she knew other communities that rent spaces but did not know what they charged. Lammers will contact owners of Altona Square to find out if they are interested and other communities on what they charge.

Committee recommends for Council to receive property, apply for grant to remove building and make into parking lot with up to 7 parking spaces rented to Altona Square.

Meeting adjourned at 6:44 pm.

Recorded by Julie Lammers, City Clerk-Treasurer

Council Recommendations:

Hire Menz to move wall for \$1,500.00 in Municipal Building.

Council to receive property located at 140 E Linden St, apply for grant to remove building and make into parking lot with up to 7 parking spaces rented to Altona Square.

Follow Up Actions:

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

Lammers meet with Bonnie Anderson to complete lease, have keys returned and let her know the city will agree to putting new tiles in for the air conditioner she purchased for the upstairs of the municipal building.

Lammers meet with JoAnne Knuttila regarding distribution of keys, construction permit needed and plans for municipal building must be approved by committee.

Lammers poll other communities regarding parking spot rental.

Lammers speak with Altona Square owners regarding interest in renting parking spots.

CITY OF VERGAS PLANNING COMMISSION & PUBLIC HEARING AND MEETING MINUTES
Monday, September 26, 2022
6:00 pm
Event Center & Zoom Meeting

The City of Vergas Planning Commission held a public hearing on Monday, September 26, 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, Julie Bruhn and Loren Menz.

Public Hearing – Conditional Use Permit on parcels 82-000-50-0024-000 on the Extension Glenn Street

Chairperson Bruce Albright opened the public hearing at 6:00 pm and reviewed the request for the extension of Glenn Street.

Loren Menz questioned the effect of Glenn Street if this conditional use permit was approved. Currently there are four properties along Glenn Street and their properties will not be improved by the updates of the street. Discussed utilities and the fact currently they are asking for the road to be extended without any other updates. Menz stated he did not see any problem with creating a road, but it will dictate a need for the City to update the current road. Albright explained he is taking the risk as they could be creating a road with a dead-end sign.

Chairperson Bruce Albright closed the public hearing at 6:15.

The City of Vergas Planning Commission was held on Monday, September 26, 2022, after public hearing 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, Loren Menz and Julie Bruhn.

Call to Order

Chairman Bruce Albright called meeting to order at 6:16 pm.

Agenda Additions and Deletions

Approved agenda as with following deletions: Grade and Fill Permit

Minutes

Motion by Jacoby, seconded by Pinke to approve minutes for August 22, 2022 and September 8, 2022. Motion passed unanimously.

Status of Council Recommendations

Reviewed the denial of the Mark Sand and Gravel permit as Planning Commission recommended. Council sent back the recommendation of conditional use permit for 235 E Frazee Avenue as they would like the pros and cons of approving a conditional use permit and not changing the zoning.

Adjoined planning commission meeting to resume after public hearing.

The City of Vergas Planning Commission was held on Monday, September 26, 2022, after public hearing 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, Loren Menz, Shane Poss, George Jacobs, Maria Roesch, Mike Lorz and Julie Bruhn.

Public Hearing –Conditional Use Permit or Zoning Change for parcels 82-000-50-0027-009 and 82-000-50-0027-008

Chairperson Bruce Albright opened the public hearing at 6:00 pm and reviewed the request for updating the Vergas Zoning or giving a conditional use permit regarding to the following parcels 82-000-50-0027-009 Section 25, Township 137, Range 41; 82-000-50-0027-008 Section 25, Township 137, Range 41 (located on the corner of Hwy 4 and 35). This will change the current residential zoned properties to commercial zoning or give property owner a conditional use permit for the property listed.

Poss questioned if the Council is planning to have commercial zoning all over the city and not in sections of the city. Albright stated that the planning commission cannot speak for the Council but due to the small area of land in Vergas this is going to be happening. Jacoby stated that commercial use is for parcels and zoning changes are for large sections of a community. Discussion extended to how long a conditional use permit is valid.

Lammers provided the following information from the League of MN Cities web site.

A conditional use permit is a property right that “runs with the land.” That is, it attaches to and benefits the land and is not limited to a particular landowner ([Minn. Stat. § 462.3595, subd. 3](#)). State statute requires CUPs be recorded with the county recorder’s office ([Minn. Stat. § 462.3595, subd. 4](#)). When the property is sold, the new landowner will have the continued right to the CUP so long as the conditions are met.

A city can revoke a conditional use permit if there is not substantial compliance with conditions. The revocation must be based upon factual evidence, after appropriate notice and hearing. Because a CUP is a property right, a city should work closely with the city attorney if considering a CUP revocation.

Neighborhood opinion alone is not a valid basis for granting or denying a Conditional Use Permit. While city officials may feel their decision should reflect the overall preferences of residents, their task is limited to evaluating how the CUP application meets the ordinance standards. Residents can often provide key facts to help the city address whether the application meets the standards, but unsubstantiated opinions and reactions to an application are not a legitimate basis for a CUP decision. If neighborhood opinion serves as the sole basis of the decision, it could be overturned by a court if challenged.

Discussed the current land usage as it is lakeshore property. Albright stated there are 14 sheds already in and around the area so not having more sheds is not an issue for the area.

Potential owner Mike Lorz reviewed his plans for the property. There is no intention to sub divide the property and they would like to work with the neighboring property owners. Discussed a tree buffer between residential properties and the commercial business. Ordinance 151.31 discusses buffer zones in commercial properties.

Wothe stated in the comprehensive plan it states people would like more residential, some commercial, parking plus keep the small town feel as well as a clear-cut practice in zoning.

George Jacobs stated his concern is dirt bikes and four wheelers in the area, currently this is a quiet ideal spot and would not like to see this change. Lorz stated these are large condominium storage areas where people would be storing items there should not be a lot of traffic other than in the spring and fall when they will be dropping off items.

Chairperson Bruce Albright closed the public hearing at 6:51 pm.

Chairman Bruce Albright restarted the planning commission meeting at 6:52 pm

Construction Permits

Approved Permits by City Clerk-Treasurer

- a. 105 E Main St, Sign for MW Pastry
- b. 320 S Pelican Ave, steel roof and chimney repair

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 Jacoby, seconded by Pinke to approve grade in fill permits 92 Park View in Vergas by moving dirt and adding sand blanket. Motion passed unanimously.

Old Business:

Conditional Use Permit

1. 235 E Frazee Avenue

Planning Commission recommended approval of the permit on September 8 and Council returned to the planning commission to provide the why. Jacoby stated other cities have 2-3 different commercial use for zoning and we may need to change our ordinance. Property currently has trailers parked outside against our residential ordinance. If we change the zoning any commercial building can be built on the property, the planning commission stands by its original recommendation to approve conditional use permit.

2. Parcels 82000500027008 and 82000500027009

Motion by Wothe, seconded by Bruhn to recommend to council to approve the conditional use permit for parcels 82000500027008 and 8200027009. Reviewed a buffer zone and if they needed to add requirements. Motion passed unanimously.

3. Extension of Glenn Street

Motion by Bruhn, seconded by Pinke to recommend to Council to approve the conditional use permit for the extension of Glenn Street. Motion passed unanimously. Discussed the need for a grade and fill permit to move the road.

Nuisance Properties

DuFrane provided pictures of nuisance properties at 130 E Elm St and 131 E Mill Street which have had complaints filed. Planning Commissioners felt the property at 130 E Elm Street has toys and household items in yard, but they are not nuisances. 131 E Mill has been cleaned up since complaint was filed and no letter needs to be sent. DuFrane mentioned the property at 339 E Frazee Ave needs a letter needs to be cleaned up and 306 E Frazee Avenue has tractors on city property. Motion by Pinke, seconded by Wothe to send nuisance letter to 306 E Frazee Avenue once Lammers receives pictures from DuFrane regarding parking on ball diamond property. Motion passed unanimously. DuFrane questioned 311 Park View Drive and the shed which is on the city easement portion of their property.

New Business:

Gravel Pit Ordinance

Planning Commission members asked Lammers to invite Jeff Hartwick of Mark Sand and Gravel to a meeting to discuss updating the gravel pit ordinance.

Meeting adjourned at 7:35 pm.

Secretary,

Julie Lammers, Vergas City Clerk-Treasurer

Follow Up Actions:

Nuisance letter to 306 E Frazee Avenue

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:

Approve conditional use permit for the extension of Glenn Street.

Approve conditional use permit for changing parcels 82-000-5000-27008 and 82-000-5000-27009 for commercial use.

DRAFT

**Vergas EDA/HRA
Billy's Corner Bar & Grill
2:00 PM on Tuesday, October 4, 2022**

The City of Vergas Economic Development Authority (EDA) and Housing Redevelopment Authority (HRA) met on Tuesday, October 4, 2022 at 2:00 pm at the Vergas Event Center with the following members present: Paul Pinke, Joy Summers, Kevin Zitzow and Vanessa Perry. Absent: Bruce Albright and Julie Lammers.

Call to Order

Meeting was called to order by President Kevin Zitzow.

Agenda Additions and Deletions

Approved agenda.

Minutes

Motion approved as presented for the September 7, 2022 minutes. Motion passed unanimously.

Status of Recommendations to City Council

None.

Financial Update

Balance sheets for EDA/HRA, Veterans Memorial and Pickleball were presented for discussion.

Old Business

Reviewed 2023 Housing and Economic Goals.

Discussed Buildable lots, need to upgrade website, parking issues.

Lawrence Lake Project- Discussed how to make the costs of water and sewer and other additions to make it affordable.

Meeting adjourned at 3:00 p.m.

Paul A. Pinke, Board Member
City of Vergas

Water Sewer Committee meeting

The Vergas Water/Sewer committee met at the City Office on Thursday, October 6, 2022 with the following present: Natalie Fischer, Rebecca Hasse and Julie Lammers.

Vergas Water and Sewer Lines

Lammers reviewed current water and sewer line locations.

Vergas Well Installation Ordinance

Discussed the following ordinance: § 52.06 CONNECTION TO SYSTEM REQUIRED; USE OF PRIVATE WELLS.

(A) Connection Mandatory. Except where municipal water is not available, it shall be unlawful to construct, reconstruct, or repair any private water system which is designed or intended to provide water for human consumption. Private wells, to provide water for other than human consumption, may be constructed, maintained and continued in use after connection is made to the water system; provided, there is no means of cross-connection between the private well and municipal water supply at any time. Hose bibbs that will enable the cross-connection of the two systems are prohibited on internal piping of the well system supply. Where both private and city systems are in use, outside hose bibbs shall not be installed on both systems.

(B) Existing Dwelling Unit or Buildings. Each lot, piece or parcel of property in the City of Vergas, abutting on any street, avenue or alley in which a municipal water main is laid, and having an existing dwelling unit or any other buildings thereon, is required to be connected with the municipal water system of the City not later than November 1, 2010, or within three (3) months after a municipal water main is constructed provided the dwelling unit or building is served is within 200 feet of the edge of the street closest to the dwelling unit or building.

(C) New Dwelling Unit or Buildings. Each lot, piece or parcel of property in the City of Vergas, abutting on any street, avenue or alley in which a municipal water main is laid, and upon which a new dwelling unit or any other buildings is to be constructed, is required to be connected with the municipal water system of the City provided the dwelling unit or building served is within 200 feet of the edge of the street closest to the dwelling unit or building.

(D) Failure to Connect. Should the owner of any premises having access to the municipal water system as provided in this section fails to connect said premises with the municipal water system, the Council may cause such connection to said premises to be made upon an authorized representative of the City giving the owners 30 days written notice. The cost of said connection charges shall be assessed against the owner of said premises and if not paid within 30 days may be certified to the County Auditor to be collected in the same time and manner as real estate taxes against said property. Said assessment and connection charge shall be payable in three equal annual installments with one year's interest at the rate established pursuant to § 52.50 and one year's interest at the rate established pursuant to § 52.50 to be added to each subsequent installment on the unpaid balance.

Recommend to Council to change ordinance to state no new wells may be drilled in the City of Vergas.

New Development

Discussed new developments and water and sewer lines.

2023 Water Budget

Budget attached.

Recommendation for a 25 cents increase in water usage rate.

2023 Sewer Budget

Budget Attached.

Recommend no change in sewer rates.

Meeting adjourned at 7:00 pm

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.

City of Vergas

				Proposed 2023	
				Budget	
Sewer Fund	2021 Budget	2022 Budget	10/1/2022	Budget	
Refunds and Reimbursements	0.00	0.00	0.00	0.00	
Sewer User Charges	119,331.16	122,141.00	77,305.34	123,313.88	
Sewer Connection Fee	2,250.00	2,250.00	2,250.00	2,250.00	
Sewer Late Fees	3,400.00	3,400.00	3,105.99	3,400.00	
Miscellaneous Revenue	0.00	0.00	77.05	0.00	
Total Revenues	\$124,981.16	\$127,791.00	82,738.38	\$128,963.88	1%
Disbursements:					
Legislative (Council/Board)					
Wages and Salaries	3,500.00	3,500.00	1,572.05	3,500.00	
Employer Cont./Soc.Sec./PERA	650.00	650.00	600.18	650.00	
Total Acct 411	4,150.00	4,150.00	2,172.23	4,150.00	
Executive (Mayor/Manager)					
Wages and Salaries	1,300.00	1,300.00	313.99	1,300.00	
Employer Cont./Soc.Sec./PERA	300.00	300.00	86.37	300.00	
Travel, Mtgs. & Schools	100.00	100.00	0.00	100.00	
Total Acct 413	1,700.00	1,700.00	400.36	1,700.00	
Water Administration & General					
Wages and Salaries	31,490.16	32,500.00	22,345.63	33,475.00	
Pensions/PERA/Em cont/Soc. Sec	11,596.00	11,596.00	11,614.08	11,943.88	
Health/Life Insurance	5,200.00	5,200.00	3,286.42	5,200.00	
Workers Compensation	450.00	450.00	0.00	450.00	
Office Supplies	2,000.00	2,000.00	1,600.50	2,000.00	
Operating Supplies	5,000.00	3,000.00	1,724.43	3,000.00	
Chemicals & Chem Products	0.00	800.00	1,568.18	800.00	
Clothing Allowance	0.00	0.00	0.00	0.00	
Repair & Maint. Supplies	1,500.00	1,500.00	123.96	1,000.00	
Professional Service	0.00	6,000.00	7,911.49	8,000.00	
Auditor	850.00	1,000.00	1,000.00	1,000.00	
Telephone	525.00	525.00	393.75	525.00	
Travel, Mtgs. & Schools	1,500.00	1,500.00	271.20	1,500.00	
Dues	175.00	175.00	58.34	175.00	
Printing & Publishing	0.00	0.00	0.00	0.00	
License/Permits	850.00	850.00	873.00	900.00	
Insurance	1,375.00	1,375.00	120.00	1,375.00	
Utility Services	2,250.00	2,250.00	2,019.89	2,250.00	
Repair & Maintenance Services	7,000.00	3,000.00	0.00	2,000.00	
City Share/Assessments	550.00	1,400.00	274.33	700.00	
Small Tools	300.00	300.00	247.19	300.00	
Refunds & Reimbursements	0.00	0.00	0.00	0.00	
Improvements	46,520.00	46,520.00	1,080.00	46,520.00	
Total Acct 494	119,131.16	121,941.00	56,512.39	123,113.88	
Total Disbursements	124,981.16	127,791.00	59,084.98	128,963.88	
Difference	0.00	0.00	23,653.40	0.00	

Water Fund		<u>2021 Budget</u>	<u>12/31/2021</u>	<u>2022 Budget</u>	<u>10/1/2022</u>	<u>2023 Budget</u>	
	Refunds and Reimbursements	0.00	169.38	0.00	808.37	0.00	
	Water User Charges	111,789.00	109,432.70	119,460.00	81,983.25	128,970.28	
	Water Connection Fee	2,250.00	3,421.70	2,250.00	3,240.33	2,250.00	
	Water Late Fees	1,500.00	3,864.51	1,500.00	3,139.02	2,000.00	
	Letter Delivery Fees	0.00	0.00	0.00	288.99	180.00	
	Sale of Water	300.00	1,200.00	300.00	200.00	300.00	
	Replaced Parts	0.00	64.00	0.00	77.06	0.00	
	Total Revenues	\$115,839.00	\$118,152.29	\$123,510.00	\$89,737.02	\$133,700.28	8.25%
Disbursements:	Legislative (Council/Board)						
	Wages and Salaries	3,600.00	3,120.89	3,600.00	1572.05	3,125.00	
	Employer Cont./Soc.Sec./PERA	800.00	1,011.10	800.00	600.12	1,000.00	
	Total Acct 411	4,400.00	4,131.99	4,400.00	2,172.17	4,125.00	
	Executive (Mayor/Manager)						
	Wages and Salaries	1,300.00	1,054.45	1,650.00	304.76	1,300.00	
	Employer Cont./Soc.Sec./PERA	6,001.00	162.52	250.00	85.28	250.00	
	Travel, Mtgs. & Schools	300.00	0.00	300.00	0	300.00	
	Total Acct 413	2,200.00	1,216.97	2,200.00	390.04	1,850.00	
	Water Administration & General						
	Bond Payment	0.00	0	0.00	0.00	0.00	
	Wages and Salaries	31,390.00	31,732.39	32,332.00	23,684.84	33,625.28	
	PERA/Employer Cont./Soc.Sec.	18,494.00	18,502.78	19,050.00	12,213.50	19,812.00	
	Health/Life Insurance	5,200.00	3,932.76	5,200.00	3,286.41	5,200.00	
	Office Supplies	2,000.00	1,943.90	2,000.00	1,600.53	2,000.00	
	Operating Supplies	2,000.00	3,019.76	2,000.00	10,444.44	5,000.00	
	Chemicals & Chem Products	6,000.00	5,078.52	6,000.00	3,680.03	6,000.00	
	Clothing Allowance	0.00	27.99	50.00	0.00	0.00	
	Repair & Maint. Supplies	1,000.00	163.79	1,000.00	332.16	800.00	
	Auditor	850.00	0.00	1,000.00	1,000.00	1,000.00	
	Telephone	525.00	525.00	525.00	393.75	525.00	
	Professional Services	0.00	1,105.00	0.00	4,466.55	5,000.00	
	Engineer/Water Tower	0.00	4,633.00	4,633.00	3,666.00	4,633.00	
	Travel, Mtgs. & Schools	1,500.00	1,338.68	1,500.00	1,369.05	1,600.00	
	Dues	400.00	378.33	400.00	378.33	400.00	
	Annual Fees/Permits	160.00	1,400.16	1,500.00	1,435.16	1,500.00	
	Insurance	1,500.00	1,579.00	1,500.00	1,955.00	2,000.00	
	Utility Services	6,000.00	4,717.94	6,000.00	3,576.99	6,000.00	
	Repair & Maintenance	1,530.00	1,130.00	1,530.00	1,163.08	2,000.00	
	Water Connection Fees	1,500.00	1,640.00	1,500.00	1,230.00	1,640.00	
	Water Use Fees	200.00	0.00	200.00	0.00	0.00	
	Improvements	28,990.00	18,967.24	28,990.00	9,589.74	28,990.00	
	Refunds & Reimbursements	0.00	0.00	0.00	2,132.00	0.00	
	Total Acct 494	109,239.00	101,816.24	116,910.00	87,597.56	127,725.28	
	Total Disbursements	115,839.00	107,165.20	123,510.00	90,159.77	133,700.28	
	Difference	0.00	10,987.09	0.00	(422.75)	0.00	
	Audit (including depreciation)						
	<u>2020</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>		
	(5037.00)	(7,379.00)	(22,655.00)	(18,385.00)	(8,189.00)		
				<u>2022</u>	<u>2021</u>		
					6389		

*Bond Payment 2023-2032

Water Budget Information
Budget Improvements

a year for Cleaning Water Tower
 Paint Water Tower cost between \$150,000 and \$200,000
 Paint every 15 years last painted in 2008

Permits

Paid by January 31	1,240.00
Paid by February 15	160.16
Paid by February 19	35.00

Contracts	Annual Payment	Term	Dates of Term	Total Amount	Re:
					Perform Inspection
Paid in January each year	\$930.00	10 years	2021-2031	\$9,300.00	Services on the
					Exterior Cleaning
Paid in January each year	\$1,833.00	3 years	2021-2023	\$5,500.00	of Water Tower

City Council
2022 October Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, October 11, 2022

10. Staff Reports

- A. Utility Superintendent
- B. Liquor Store Manager Report
- C. Clerk-Treasurer Report

Files Attached

- Resolution 2022-008 APPROVING 2022-3 Winter Maintenance Agreement with Otter Tail County.pdf
- Inventory Value Q3 2020.pdf
- Inventory Value Q3 2021.pdf
- Inventory Value Q3 2022.pdf
- Q3 19v22.pdf
- Q3 20v22.pdf
- Q3 21v22.pdf
- Arvig City of Vergas Wireless System 2022.pdf

RESOLUTION 2022-008

WINTER MAINTENANCE AGREEMENT

BE IT RESOLVED, that the following request is approved by the City or Township and Otter Tail County is hereby authorized to provide the materials and or services as requested below.

BE IT RESOLVED, that the work will be included in our regular maintenance or after our regular maintenance work is completed.

BE IT RESOLVED, that there is a 5 Ton minimum with no returns or dump backs.

CITY/TOWNSHIP Vergas
TYPE OF REQUEST SALT/SAND MATERIALS
APPROX. QUANT. 25 Cubic Yards
APPROX. COST \$40.45 Per Cubic Yard or \$28.90 Per Ton
SALT/SAND TO BE HAULED BY Vergas
City/Township/Contractor

SALT/SAND TO BE LOADED BY COUNTY PERSONNEL ONLY

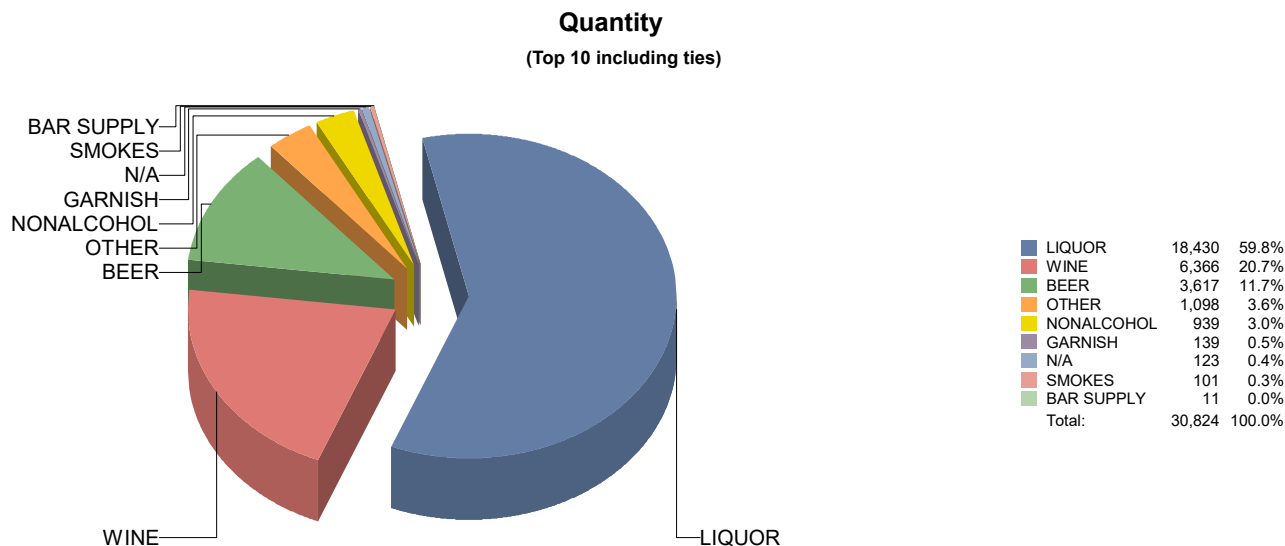
BE IT FURTHER RESOLVED, that the City or Township will be responsible for all cost of materials and services provided.

Adopted this 11 day of October, 2022

City or Township Official

Comments:

Vergas Liquor Historical Valuation by Category



Analyze by: Group

Group by: Category

Print: All

Ranked by: Quantity (shaded)

Order by: Rank

Valuation date: 9/30/2020

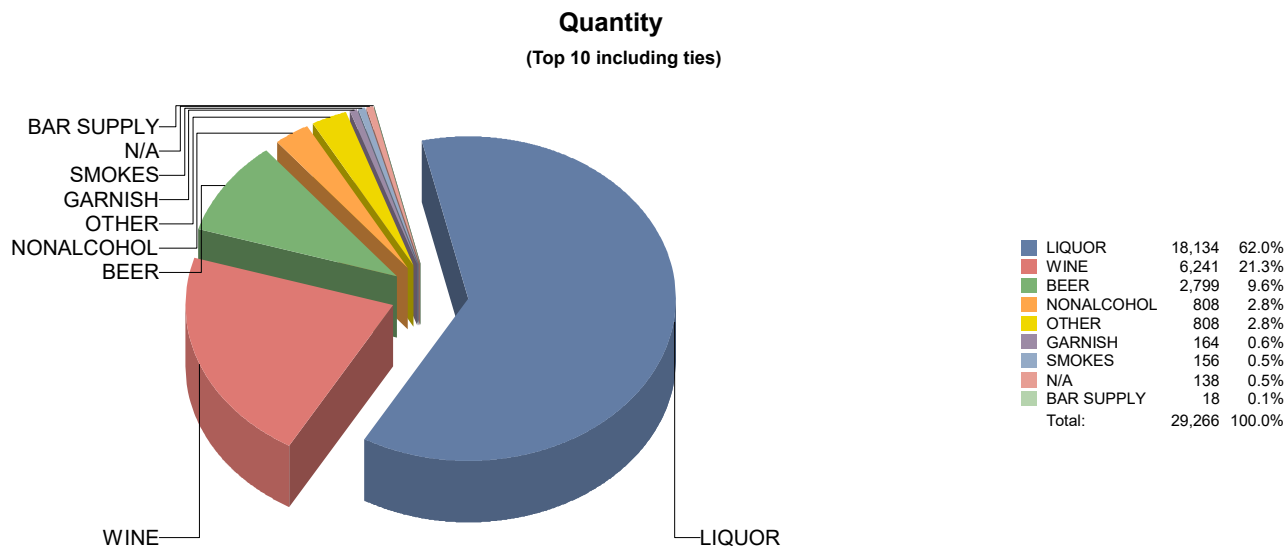
Locations: All

*** by Category indicates the group includes miscellaneous items; values may not 'add across' the report

Rank	Category	Description	-----Inventory-----					
			Quantity	%-Tot	Cost	%-Tot	Retail value	%-Tot
1	LIQUOR	LIQUOR	18,430	60	149,844	63	221,029	63
2	WINE	WINE	6,366	21	46,589	19	72,489	21
3	* BEER	Beer	3,617	12	33,974	14	49,877	14
4	OTHER	OTHER	1,098	4	1,689	1	2,470	1
5	* NONALCOHOL	Non Alcohol items	939	3	2,300	1	3,554	1
6	GARNISH	Drink Garnish	139	0	505	0	776	0
7	N/A	N/A	123	0	3,469	1	304	0
8	SMOKES	SMOKES	101	0	974	0	1,122	0
9	BAR SUPPLY	Bar supplies	11	0	39	0	76	0
* Report totals			30,824	100	239,382	100	351,696	100

-- End of report --

Vergas Liquor Historical Valuation by Category



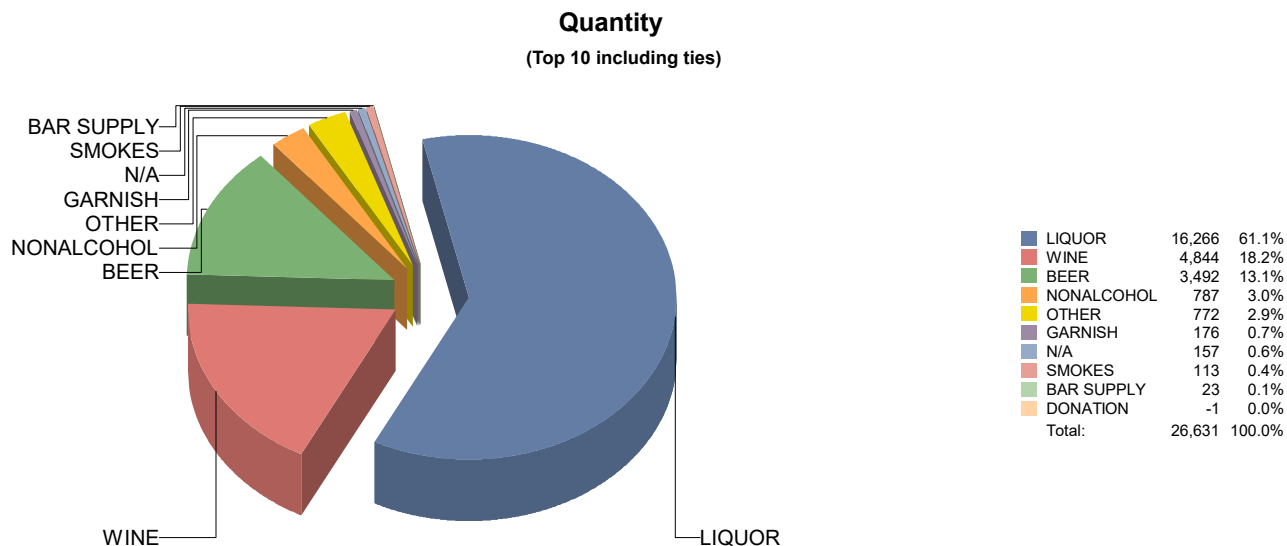
Analyze by: Group
 Group by: Category
 Print: All
 Ranked by: Quantity (shaded)
 Order by: Rank
 Valuation date: 9/30/2021
 Locations: All

*** by Category indicates the group includes miscellaneous items; values may not 'add across' the report

Rank	Category	Description	-----Inventory-----					
			Quantity	%-Tot	Cost	%-Tot	Retail value	%-Tot
1	LIQUOR	LIQUOR	18,134	62	145,602	63	217,940	65
2	WINE	WINE	6,241	21	47,164	20	69,033	21
3	* BEER	Beer	2,799	10	28,138	12	39,113	12
4	* NONALCOHOL	Non Alcohol items	808	3	2,953	1	4,454	1
5	OTHER	OTHER	808	3	1,371	1	2,735	1
6	GARNISH	Drink Garnish	164	1	633	0	968	0
7	SMOKES	SMOKES	156	1	1,606	1	1,872	1
8	N/A	N/A	138	0	3,416	1	460	0
9	BAR SUPPLY	Bar supplies	18	0	48	0	84	0
* Report totals			29,266	100	230,930	100	336,659	100

-- End of report --

Vergas Liquor Historical Valuation by Category



Analyze by: Group
 Group by: Category
 Print: All
 Ranked by: Quantity (shaded)
 Order by: Rank
 Valuation date: 9/30/2022
 Locations: All

*** by Category indicates the group includes miscellaneous items; values may not 'add across' the report

Rank	Category	Description	-----Inventory-----					
			Quantity	%-Tot	Cost	%-Tot	Retail value	%-Tot
1	LIQUOR	LIQUOR	16,266	61	127,740	59	189,192	61
2	WINE	WINE	4,844	18	37,166	17	56,916	18
3	* BEER	Beer	3,492	13	40,228	19	54,476	18
4	* NONALCOHOL	Non Alcohol items	787	3	2,525	1	3,679	1
5	OTHER	OTHER	772	3	1,571	1	2,791	1
6	GARNISH	Drink Garnish	176	1	662	0	1,001	0
7	N/A	N/A	157	1	3,786	2	508	0
8	SMOKES	SMOKES	113	0	1,239	1	1,405	0
9	BAR SUPPLY	Bar supplies	23	0	69	0	136	0
10	DONATION	Donation for animal drive	-1	0	0	0	0	0
* Report totals			26,629	100	214,986	100	310,103	100

-- End of report --

Vergas Liquor
Sales Analysis by Item category

Select all
Order by (Item) Item category
Ranking value is shaded.
Store: TEMPLATE

Period A: From 7/1/2022 thru 9/30/2022
Period B: From 7/1/2019 thru 9/30/2019

Item category Description	Rank	Period	Sales % Tot	Profit \$ % Tot	Profit %	# of tickets	Average ticket
N/A	1	A	18.98 0.0	4.98 0.0	26.2	2	9.49
N/A		B	4,244.27 1.8	1,126.71 1.8	26.5	382	11.11
BAR SUPPLY	2	A	17.97 0.0	8.89 0.0	49.5	3	5.99
Bar supplies		B	24.41 0.0	8.27 0.0	33.9	6	4.07
BEER	3	A	162,104.74 53.0	41,082.34 48.4	25.3	6,749	24.02
Beer		B	131,553.90 56.7	33,326.27 53.4	25.3	6,271	20.98
GARNISH	4	A	882.06 0.3	342.54 0.4	38.8	188	4.69
Drink Garnish		B	576.29 0.2	130.46 0.2	22.6	114	5.06
LIQUOR	5	A	89,783.03 29.3	26,457.47 31.2	29.5	3,991	22.50
LIQUOR		B	58,572.78 25.3	16,249.36 26.0	27.7	3,116	18.80
NONALCOHOL	6	A	8,983.58 2.9	2,754.78 3.2	30.7	1,235	7.27
Non Alcohol items		B	5,318.37 2.3	1,717.01 2.8	32.3	933	5.70
OTHER	7	A	5,568.75 1.8	2,009.84 2.4	36.1	1,444	3.86
OTHER		B	4,666.95 2.0	1,724.90 2.8	37.0	1,274	3.66
SMOKES	8	A	2,673.00 0.9	348.16 0.4	13.0	148	18.06
SMOKES		B	1,657.50 0.7	118.01 0.2	7.1	139	11.92
WINE	9	A	35,907.27 11.7	11,885.51 14.0	33.1	1,566	22.93
WINE		B	25,326.82 10.9	8,029.81 12.9	31.7	1,573	16.10
Report totals							
9 groups		A	305,939.38	84,894.51	27.7		
		B	231,941.29	62,430.80	26.9		

-- End of report --

Vergas Liquor
Sales Analysis by Item category

Select all
Order by (Item) Item category
Ranking value is shaded.
Store: TEMPLATE

Period A: From 7/1/2022 thru 9/30/2022
Period B: From 7/1/2020 thru 9/30/2020

Item category Description	Rank	Period	Sales	% Tot	Profit \$	% Tot	Profit %	# of tickets	Average ticket
N/A	1	A	18.98	0.0	4.98	0.0	26.2	2	9.49
N/A		B	2,431.90	0.9	914.75	1.2	37.6	231	10.53
BAR SUPPLY	2	A	17.97	0.0	8.89	0.0	49.5	3	5.99
Bar supplies		B	40.38	0.0	15.49	0.0	38.4	7	5.77
BEER	3	A	162,104.74	53.0	41,082.34	48.4	25.3	6,749	24.02
Beer		B	156,445.04	57.8	40,879.82	52.9	26.1	6,650	23.53
GARNISH	4	A	882.06	0.3	342.54	0.4	38.8	188	4.69
Drink Garnish		B	693.02	0.3	229.76	0.3	33.2	155	4.47
LIQUOR	5	A	89,783.03	29.3	26,457.47	31.2	29.5	3,991	22.50
LIQUOR		B	69,592.16	25.7	21,534.96	27.9	30.9	3,516	19.79
NONALCOHOL	6	A	8,983.58	2.9	2,754.78	3.2	30.7	1,235	7.27
Non Alcohol items		B	7,010.60	2.6	2,202.64	2.8	31.4	1,112	6.30
OTHER	7	A	5,568.75	1.8	2,009.84	2.4	36.1	1,444	3.86
OTHER		B	5,271.73	1.9	2,045.09	2.6	38.8	1,467	3.59
SMOKES	8	A	2,673.00	0.9	348.16	0.4	13.0	148	18.06
SMOKES		B	2,163.50	0.8	234.68	0.3	10.8	164	13.19
WINE	9	A	35,907.27	11.7	11,885.51	14.0	33.1	1,566	22.93
WINE		B	26,989.21	10.0	9,265.12	12.0	34.3	1,516	17.80
Report totals									
9 groups		A	305,939.38		84,894.51		27.7		
		B	270,637.54		77,322.31		28.6		

-- End of report --

Vergas Liquor
Sales Analysis by Item category

Select all
Order by (Item) Item category
Ranking value is shaded.
Store: TEMPLATE

Period A: From 7/1/2022 thru 9/30/2022
Period B: From 7/1/2021 thru 9/30/2021

Item category Description	Rank	Period	Sales	% Tot	Profit \$	% Tot	Profit %	# of tickets	Average ticket
N/A	1	A	18.98	0.0	4.98	0.0	26.2	2	9.49
N/A		B	732.44	0.3	67.22	0.1	9.2	59	12.41
BAR SUPPLY	2	A	17.97	0.0	8.89	0.0	49.5	3	5.99
Bar supplies		B	76.61	0.0	19.77	0.0	25.8	33	2.32
BEER	3	A	162,104.74	53.0	41,082.34	48.4	25.3	6,749	24.02
Beer		B	148,655.28	55.8	37,605.11	51.4	25.3	6,556	22.67
GARNISH	4	A	882.06	0.3	342.54	0.4	38.8	188	4.69
Drink Garnish		B	525.43	0.2	229.66	0.3	43.7	138	3.81
LIQUOR	5	A	89,783.03	29.3	26,457.47	31.2	29.5	3,991	22.50
LIQUOR		B	72,668.43	27.3	21,914.24	30.0	30.2	3,647	19.93
NONALCOHOL	6	A	8,983.58	2.9	2,754.78	3.2	30.7	1,235	7.27
Non Alcohol items		B	7,146.41	2.7	2,429.28	3.3	34.0	1,093	6.54
OTHER	7	A	5,568.75	1.8	2,009.84	2.4	36.1	1,444	3.86
OTHER		B	5,542.09	2.1	2,788.25	3.8	50.3	1,312	4.22
SMOKES	8	A	2,673.00	0.9	348.16	0.4	13.0	148	18.06
SMOKES		B	2,508.00	0.9	367.19	0.5	14.6	172	14.58
WINE	9	A	35,907.27	11.7	11,885.51	14.0	33.1	1,566	22.93
WINE		B	28,460.97	10.7	7,722.29	10.6	27.1	1,519	18.74
Report totals									
9 groups		A	305,939.38		84,894.51		27.7		
		B	266,315.66		73,143.01		27.5		

-- End of report --



**CITY OF VERGAS
111 MAIN ST
VERGAS, MN
218-342-2091**

**ERIC PILGRIM
ARVIG SECURITY
PERHAM, MN
218-346-8190**

We are pleased to present the following proposal for your consideration

IP VIDEO MONITORING SYSTEM

- 1 – WIRELESS ROCKET WITH ANTENNA
- 4 – WIRELESS POINT TO POINT TRANSMITTERS
- 4 – TRANSMITTERS MOUNTING BRACKETS
- 4 - POWER SUPPLIES
- 1 - SUPPLIES
- 1 – INSTALLATION OF THE ABOVE PRODUCTS

INSTALLED PRICE FOR COMPLETE SYSTEM: \$3,450.00

DETAILS

- ALL EXISTING CAMERAS WILL BE CONNECTED, IF NEW PRODUCTS ARE NEEDED TO CONNECT EXISTING CAMERAS THOSE CHARGES "LABOR & SUPPLIES" WILL BE BILLED ACCORDINGLY
- NO ELECTRICAL WORK IS INCLUDED IN THIS PROPOSAL. IF ARVIG SECURITY IS INSTALLING MONITORS OR REMOTE POWER SUPPLIES, THESE DEVICES WILL REQUIRE LOCAL POWER AND MAY REQUIRE YOU TO CONTACT AN ELECTRICIAN TO PROVIDE AN AC OUTLET. THESE CHARGES ARE NOT INCLUDED IN OUR PROPOSAL.
- ELECTRICIANS WILL BE RESPONSIBLE FOR ALL CONDUIT, BACKBOXES, SLEEVES INTO EACH ROOM, CABLE TRAY, ALL GROUNDING IN DATA CLOSET, PLYWOOD IN DATA CLOSET, ANY HIGH VOLTAGE REQUIREMENTS, AND FIRE RATED PATHWAYS
- OPTIONAL & ADDITIONAL WORK WILL BE BILLED ON A PER HOUR/TRIP BASIS. THOSE SERVICES OUTSIDE THE SCOPE OF THIS PROJECT WILL BE BILLABLE AT \$95.00 PER HOUR

This proposal is good for 30 days

Payment Terms are Net 30 days – (We accept Master Card/Visa)

The above pricing does not include applicable sales tax.

Accepted by _____ Date _____

**City Council
2022 October Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, October 11, 2022**

11. Information & Announcements

- A. November Elections, November 8, 2022, 7 am - 8 pm Vergas Event Center
- B. November Council Meeting will be held, Thursday, November 10, 2022 at 6:30 pm at the Vergas Event Center