

City Council
2024 May Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, May 14, 2024

1. Call to Order

2. Citizens' Concerns

3. Agenda Additions and Deletions

4. Approval of Consent Agenda

1. Council Minutes of the April 9, 2024 and April 10, 2024
2. Bills paid between Council meetings and Council bills
3. Liquor Store bills for April 2024
4. Late water/sewer bills
5. 2024 Investment Schedule/Bond Schedule
6. General Fund Special Revenue Money Market Account
7. 2024 Statement of Receipts, Disbursements and Balances
8. American Rescue Plan Funding 2021-2026

5. Committee Reports

1. Planning Commission
 - a. Member
2. Event Center Advisory Board
 - a. Bulletin Board
3. Streets Committee
 - a. Engineering for Parking Lot/Alley paving
4. EDA/HRA
 - a. Special Assessments
5. Park Board

6. Lawrence Lake Acres Development - name of cul-de-sac

7. Ringdahl Ambulance

8. Staff Reports

- A. Liquor Store Manager
 1. Employee Resignation - Sara Stone
- B. Utilities Superintendent
- C. Clerk-Treasurer

9. Information & Announcements

Trainings:

1. League of MN Cities Annual Conference June 26-28, 2024 in Rochester (Bruhn, Albright)
2. Clerks Advanced Academy- September 19-20, 2024 (Lammers)

Events:

1. Household Hazardous Waste Day, Thursday, June 20, 2024 10:00 - 2:00

10. Adjournment

Table of Contents

4. Approval of Consent Agenda	3
May Meeting	8
April	16
2024	18
2024	19
Table 1	20
5. Committee Reports	27
Vergas EDA/HRA	32
Call to Order	32
Agenda Additions and Deletions	32
Minutes	32
Financial Update	32
Vergas HRA Lots on Eva and Diane St	32
Ditterich presented loan information provided by Vergas State Bank Loan Officer Paula Waller. Summers emailed Lammers information which she emailed to all members. The biggest issue with these lots are the income limits. If income limits are changed f...	32
Ditterich stated that if we cannot sell these lots, they are useless. Albright stated that once the County gets senior housing or a spec home built there may be activity in this area. Ditterich stated he does not want to be discussing these lots in 3 ...	32
Old Business	32
Council Recommendations	33
Planning Commission Recommendation	33
Change zoning map to commercial along Pelican Ave this would include parcel 82000500022000.	33
Follow up Actions.	33
All members bring 1-2 ideas for goals in 2024 with measurable results. ...	33
Lammers to provide lists of opportunities from WCI and Otter Tail County...	33
Ditterich to provide large white maps of City for members. All members bring a color-coded map to the next meeting to discuss zoning in Vergas. ...	33
Lammers to review legal item regarding the conflict of interest with the league and city attorney.	33
Members review proposed ordinances.	33
8. Staff Reports	41
9. Information & Announcements	52

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Files Attached

- 4-10-24 Board of Review.pdf
- 04.09.24 Council Minutes.pdf
- 2024 City Bill Listing.pdf
- 5.15.24 Claims List for Approval.pdf
- 05.2024 Liquor Store Bill Listing.pdf
- 05 Utility past_due_customers (19).pdf
- 2024 Investment Schedule & Bond Schedule.pdf
- 2024 General Fund_Special Revenue Money Market Account Report.pdf
- American Rescue Plan Funding 2021-2026.pdf
- 4.30.24 Interim Financial Report - Monthly Analysis.pdf
- 4.30.24 Statement of Receipts, Disbursements and Balances.pdf

CITY OF VERGAS
Board of Review
Wednesday, April 10, 2024, 1:00 P.M.

The City Council of Vergas met for the annual board of review at 1:00 p.m., Wednesday, April 10, 2024, in a hybrid meeting in the Smart Room at the Vergas Event Center and on zoom with the following members present: Mayor Julie Bruhn, Council Members, Dean Haarstick, Paul Pinke, Bruce Albright and Natalie Fischer. Absent: none. Also present: Clerk-Treasurer Julie Lammers, Otter Tail County Appraiser Mike Morehead, Appraiser Dawn Swisher, Appraiser Todd Finkelson and Riane Rath.

Mayor Julie Bruhn called the meeting to order.

County Appraiser Dawn Swisher reviewed rate changes for the City of Vergas and Otter Tail County.

General Assessment Information: 2024 market values are based upon sales activity from 10-1-2022 to 9-30-2023. City evaluations had very little change, there was a 5% reduction in homes not on lakeshore in building value and no change in land. The state has changed the homestead exclusion amount giving residents a higher homestead rate.

No properties contacted the County Appraisers.

Council members discussed the CPI rating in the County and how to find it on the Otter Tail County GIS map. There is a separate map for CPI rate.

The business for which the meeting was called having been completed, the meeting was adjourned at 1:32 p.m.

Clerk-Treasurer Julie Lammers, CMC

CITY OF VERGAS
COUNCIL MINUTES
VERGAS EVENTS CENTER & ZOOM
Tuesday, April 9, 2024

The City Council of Vergas met at 6:30 pm, on Tuesday, April 9, 2024 at the Vergas Event Center and on Zoom for a hybrid regular council meeting with the following members present: Mayor Julie Bruhn; Council Members: Bruce Albright, Paul Pinke, Dean Haarstick and Natalie Fischer. Absent: none. Also present: Clerk/Treasurer Julie Lammers; Utilities Superintendent Mike DuFrane; Liquor Store Manager Kyle Theisen; Editor Bob Williams of the Frazee-Vergas Forum; Engineer Blaine Green; and Citizens Marcia Huddleson and Carol Albright.

Call to Order

Mayor Julie Bruhn called the meeting to order.

Citizens' Concerns

A thank you letter was received from the Vergas Arts Club for being their fiscal agent. Marcia Huddleson questioned the interest rate on the general money market account report. There was an error in where the decimal point was on the report.

Agenda Additions and Deletions

Motion by Pinke, seconded by Haarstick to approve the agenda with the following item deleted: Ottertail County Shoreline Management Ordinance and Agreement. Motion passed unanimously.

Approval of Consent Agenda

Motion by Pinke, seconded by Fischer to approve the following consent agenda: with late water and sewer bills removed:

- Council Minutes of the March 26, 2024
- Bills paid between Council meetings and Council bills
- Liquor Store bills for March 2024
- 2024 Investment Schedule/Bond Schedule
- General Fund Special Revenue Money Market Account
- 2024 Statement of Receipts, Disbursements and Balances
- American Rescue Plan Funding 2021-2026
- Committee Reports - requiring no Council Action
- EDA/HRA
- Personnel
- Work Request Form

Motion passed unanimously.

Discussed the amount of late water and sewer bills and how high the bills have gotten. Lammers stated certified letters would be going out and bills would be addressed.

Vergas Community Club

Motion by Pinke seconded by Albright to allow Main Street to be closed on June 8, 2024 from 3 -11 pm from Billy's to the Vergas State Bank. Motion passed unanimously.

Otter Tail Lakes Association

Haarstick reviewed the quarterly meeting held by the Otter Tail Lakes Association.

Committee Reports

Planning Commission

Albright reviewed the Planning Commission meeting held March 25, 2024 (minutes available at the Vergas City Clerk's Office). Motion by Pinke, seconded by Albright to accept the resignation of Judy Kvam. Motion passed unanimously.

Event Center Advisory Committee

Pinke reviewed the event center advisory committee meeting held March 26, 2024 (minutes available at the

Vergas City Clerk's Office). Requested a bulletin board to be placed in the entrance hallway for information regarding events in the community. The council did not feel it was necessary for the event center to be a communication hub for the community. The bulletin board could be used for rules for the event center. Motion by Pinke, seconded by Fischer to table the bulletin board until the committee can provide more information.

Streets Committee

Albright reviewed the street committee meeting held April 2, 2024 (minutes available at the Vergas City Office). Albright stated the committee recommends no change in the snow removal policy. Recommended 3 lights in phase 3 of Keilly Shores. Motion by Pinke, seconded by Fischer to purchase 3 of the same lights in the 3rd Addition of Keilly Shores. Motion passed unanimously.

Bruhn recused herself from meeting. Fischer chaired the meeting.

Albright stated Dufrane has located a company to repair the slopes along Diane and Scharf. Discussed quote and Green stated the price is a little higher than expected but with only one quote found in 2 years there is not a lot we can do. Motion by Pinke, seconded by Albright to approve bid from Feldt Plumbing and Excavating for \$18,155.00 and to transfer funds from the General Fund Money Market account. Motion passed unanimously.

Bruhn rejoined the meeting as chair.

Discussed the right-of-way along E Lake Street and N Railway Ave. The engineers have provided documentation and Council asked Attorney Tom Winters to write up an agreement. Motion by Albright, seconded by Haarstick to go ahead with the easements on E Lake Street and Railway Avenue. Motion passed unanimously. DuFrane has received bids for the parking lot at 140 E Linden. We may want to look at drainage in this area to include the alleys and liquor store parking lot. The street committee is looking for guidance on proceeding as this is a large project and we may need to bond for this. Widseth will look at the cost to survey and look at drainage. The street committee will bring back recommendations in May.

Park Board

Motion by Haarstick, seconded by Pinke to allow baseball committee one key for the storage shed. Motion passed unanimously. Discussed cameras at the shed. Motion by Albright, seconded by Pinke to get 2 quotes for cameras at the next Council meeting. Motion passed unanimously. Discussed upkeep needs at the baseball field. The Vergas Community Club gave a \$1,500 donation to the baseball field after Hairy Man event. On April 1, 2024 voted to give the baseball field another donation of \$1,500 for these updates. Motion by Albright, seconded by Fischer to approve \$3,000 in updates at the ballfield. Motion passed unanimously. The baseball committee has requested a ball field line item added for the 2025 budget.

Ringdahl Ambulance

Bruhn invited everyone to attend a meeting on April 24 at 6 pm for an open house at the Ringdahl Ambulance property in Fergus Falls. They will discuss the financial state of the ambulance and the need for funding. Marcia Huddleston asked questions regarding how they produced numbers. Were they provided by the same person who cannot spell Vergas or figure out how many residents or households we have.

Attorney Review

Lammers reviewed Attorney Tom Winters using the 4 surveys provided by the Mayor and Council Members. Motion by Fischer, seconded by Pinke to continue to work with Winters as the City Attorney. Motion passed unanimously.

Staff Reports

Utilities Superintendent

Streets will be swept tomorrow morning.

At the beach, the Glawe family donated a bird house, and the post has shredded off in the wind. There is a monument below the post. DuFrane asked for directions. Bruhn asked if we had made the family aware. The council requested Lammers to make the family aware.

MPCA Compliance Inspection was done today, and a follow up letter will be sent.

DuFrane requested funds for a toolbox for his truck. Requested \$1,100 for side toolbox. Funding will come from streets, parks and wastewater. Motion by Albright, seconded by Fischer to use state bid and purchase toolbox from Berts. Motion passed unanimously.

Clerk-Treasurer Report

Written report provided by Lammers.

Liquor Store Manager

Theisen stated the THC sales are going terrific at the store. There is a slow trend in nonalcoholic sales, which is also a nationwide trend. Theisen requested the Council approve \$750.00 for a wine cooler rack built and installed by Shawn Day. Motion by Albright, seconded by Fischer to approve \$750.00 for wine rack in accordance with the bid. Motion passed unanimously. Theisen is looking into getting quotes for visual improvements in front of the liquor store.

Information & Announcements

Trainings:

1. LMC, Loss Control Workshop, April 23, 20234 St Cloud (DuFrane, Lammers)
2. Municipal Beverage Association (MMBA-)April 20-23, 2024 (Theisen) Arrowwood
3. League of MN Cities Annual Conference June 26-28, 2024 in Rochester (Mayor, Council & Lammers)
4. Clerks Advanced Academy- September 19-20, 2024 (Lammers)

Events:

1. Local Board of Review, April 10, 2043 Vergas Event Center Council Chambers, 1:00 pm (Mayor, Council and Lammers)
2. 10th Annual Emergency Summit Operation: Rubble Rendezvous, Otter Tail County Emergency Management Perham Area Community Center Thursday, April 19, 2024, 9:00 am to 4 pm (Emergency Management-Lammers) (must register)

3. Otter Tail County Work Force Summit, Thumper Pond Otter Tail Mn, 8:30-3:30 (Council and Lammers)
Wednesday, April 24, 2024

4. Vergas EDA/HRA Annual Meeting, April 30, 2024 Vergas Event Center - Everyone encouraged to attend.
5. Household Hazardous Waste Day, Thursday, June 20, 2024 10:00 - 2:00 (Volunteers Needed)

Adjournment

The business for which the meeting was called having been completed, the meeting was adjourned at 7:55 pm.

Vergas Clerk-Treasurer
Julie Lammers, CMC

CITY OF VERGAS
 Bill Listing for April 11 to May 10, 2024

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
Cash	Reimburse change drawer	35.16
City of Vergas	GG, water and sewer	112.87
City of Vergas	Payroll	10,072.63
Crestline Software	Utility Billing, fee	1.00
Danelle Baumgart	Event Center, return deposit	75.00
Internal Revenue Services	2024 Withholding Tax	3,627.20
Lake Region Electric	Sign, electricity	118.89
Lammers, Julie	Clerk, milage for trainings	79.73
MN Dept. of Revenue	Sales Tax	84.00
MN Dept. Revenue	2024 Withholding Tax	546.09
Public Employees Retirement Assoc.	Payroll	2,686.60
United States Post Office	All Depts, postage	340.00
Vergas Fire & Rescue	Reimbursed training	800.00
Vergas State Bank	Employee, HAS	495.00
Total for bills paid between Council Meetings		<u>\$19,074.17</u>

Date Range : 5/14/2024 To 5/14/2024

<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>
05/14/2024	Adkins Equipment, Inc.	Street cutting edge Inv 264021	24597	\$375.00	100-43110-400-	Highways, Streets & Roadways	\$375.00
05/14/2024	Anywhere Welding, LLC.	Parks, welding 3 docks	24598	\$337.00	100-45210-220-	Parks	\$337.00
05/14/2024	Arvig	GG, Shop, Event, LS, internet, cameras	24599	\$624.68	609-49751-321-	Liquor Store - Manager - Off-Sale	\$248.54
					100-43010-321-	City Shop	\$67.50
					100-45110-321-	EVENT CENTER	\$92.00
					100-41010-321-	GENERAL GOVERNMENT	\$216.64
05/14/2024	Bert's Truck Equipment of Moorhead	Street, toolbox (approved by Council 4/9/2024)	24600	\$1,100.00	100-43110-240-	Highways, Streets & Roadways	\$1,100.00
05/14/2024	Blue Cross Blue Shield of Minnesota	Employees Health Insurance Premium, May and June 2024	24601	\$7,127.36	100-41405-131-	Clerk	\$948.76
					601-49440-131-	Water Utilities - Administration and General	\$928.36
					602-49490-131-	Sewer Utilities - Administration and General	\$928.36
					100-43110-131-	Highways, Streets & Roadways	\$454.38
					100-45210-131-	Parks	\$454.38
					609-49751-131-	Liquor Store - Manager - Off-Sale	\$3,413.12
05/14/2024	CDH-Vergas Fire Department	Fire and Rescue, 2024 2nd Quarter	24602	\$3,620.03	100-42010-405-	PUBLIC SAFETY	\$3,620.03
05/14/2024	Colonial Life	Employee, insurance employee reimbursed 2024 BCN: E553771	24603	\$182.24	100-41405-999-	Clerk	\$58.12

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					609-49751-999-	Liquor Store - Manager - Off-Sale	\$124.12
05/14/2024	Corporate Technologies, LLC	All Depts, Technology Inv #132828, 131861, 131950	24604	\$491.20			
					100-41010-200-	GENERAL GOVERNMENT	\$25.00
					100-41010-200-	GENERAL GOVERNMENT	\$243.00
					100-41010-200-	GENERAL GOVERNMENT	\$223.20
05/14/2024	Michael DuFrane	St, Park, Sewer, Water, cell phone reimbursment	24605	\$75.00			
					601-49440-321-	Water Utilities - Administration and General	\$18.75
					601-49440-321-	Water Utilities - Administration and General	\$18.75
					100-43110-321-	Highways, Streets & Roadways	\$18.75
					100-45210-321-	Parks	\$18.75
05/14/2024	Matthew Engebretson	St, Pk, reimbursed cell phone	24606	\$25.00			
					100-43110-321-	Highways, Streets & Roadways	\$12.50
					100-45210-321-	Parks	\$12.50
05/14/2024	Dacotah Paper Company	Parks, supplies Inv 97710	24607	\$51.84			
					100-45210-210-	Parks	\$51.84
05/14/2024	City of Detroit Lakes	St, sweeping	24608	\$950.40			
					100-43110-400-	Highways, Streets & Roadways	\$950.40
05/14/2024	Elan Financial Services	LS, Ev, Shop, supplies from Walmart Park, Baseball field (approved 3.26.24) GG, software	24609	\$3,800.13			
					609-49751-210-	Liquor Store - Manager - Off-Sale	\$57.24
					100-43010-210-	City Shop	\$95.03
					100-45110-210-	EVENT CENTER	\$52.24
					100-41010-200-	GENERAL GOVERNMENT	\$28.45
					100-45210-999-	Parks	\$3,141.96
					100-41010-210-	GENERAL GOVERNMENT	\$425.21
05/14/2024	Frazee-Vergas Forum	Event, Ads	24610	\$55.00			

Date Range : 5/14/2024 To 5/14/2024

<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>
					609-49751-340-	Liquor Store - Manager - Off-Sale	\$55.00
05/14/2024	Great Plains Natural Gas Company	Event, City Shop utility	24611	\$228.02			
					100-45110-380-	EVENT CENTER	\$228.02
05/14/2024	Gopher State One Call	Wtr, Swr, Locates	24612	\$8.10			
					602-49490-210-	Sewer Utilities - Administration and General	\$4.05
					601-49440-210-	Water Utilities - Administration and General	\$4.05
05/14/2024	Hawkins, Inc	Wtr, chemicals Inv 6688701	24613	\$52.20			
					601-49440-218-	Water Utilities - Administration and General	\$52.20
05/14/2024	Hach Corporation	Wtr, chemicals Invoice#13981624	24614	\$428.52			
					601-49440-218-	Water Utilities - Administration and General	\$428.52
05/14/2024	Herzog Roofing	Event, roof repairInv 12720, 12780	24615	\$575.00			
					100-45110-400-	EVENT CENTER	\$575.00
05/14/2024	League of Minnesota Cities	LMC, 2024 LMC Annual Conference Bruhn & Albright, Loss Control	24616	\$590.00			
					100-41110-331-	Council/Town Board	\$275.00
					100-41310-331-	Mayor	\$275.00
					100-41405-331-	Clerk	\$40.00
05/14/2024	Leighton Broadcasting	Event, 2024 advertising	24617	\$100.00			
					100-45110-340-	EVENT CENTER	\$100.00
05/14/2024	Lakes Community Cooperative	Street, operating fuel & coffee	24618	\$379.62			
					100-43110-210-	Highways, Streets & Roadways	\$379.62
05/14/2024	Julie Lammers	Clerk, Cell Phone Reimbursement	24619	\$75.00			

Date Range : 5/14/2024 To 5/14/2024

<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>
05/14/2024	Minnesota Life Insurance Company	Employee Life Ins, EmployeeLife Ins.	24620	\$240.40	100-41405-321-	Clerk	\$25.00
					601-49440-321-	Water Utilities - Administration and General	\$25.00
					602-49490-321-	Sewer Utilities - Administration and General	\$25.00
					100-41405-131-	Clerk	\$12.00
					100-43110-131-	Highways, Streets & Roadways	\$12.00
					100-43110-999-	Highways, Streets & Roadways	\$53.20
					609-49751-999-	Liquor Store - Manager - Off-Sale	\$127.20
					609-49751-131-	Liquor Store - Manager - Off-Sale	\$24.00
					100-45210-131-	Parks	\$12.00
					100-45110-210-	EVENT CENTER	\$51.96
05/14/2024	MENARDS - DETROIT LAKES	Event, garbage bags	24621	\$51.96			
05/14/2024	NAPA CENTRAL	Street, oil for both 2014 Ford and 2023 Ford	24622	\$130.95			
					100-43110-210-	Highways, Streets & Roadways	\$130.95
05/14/2024	Olson Oil Co.	Parks & St, operating supplies	24623	\$134.95			
					100-43110-210-	Highways, Streets & Roadways	\$99.76
					100-45210-210-	Parks	\$35.19
05/14/2024	Otter Tail County Auditor-Treasurer	2024, 1st half of taxes	24624	\$9,978.44			
					100-41010-440-	GENERAL GOVERNMENT	\$763.00
					100-45210-440-	Parks	\$350.58
					602-49490-440-	Sewer Utilities - Administration and General	\$136.50
					100-45110-440-	EVENT CENTER	\$192.00
					609-49751-999-	Liquor Store - Manager - Off-Sale	\$651.00
					290-41010-440-	GENERAL GOVERNMENT	\$7,469.36
					100-43128-440-	YARD WASTE	\$416.00

Date Range : 5/14/2024 To 5/14/2024

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05/14/2024	Otter Tail Power Company	All depts, utility	24625	\$3,239.01			
					100-43010-380-	City Shop	\$125.33
					602-49490-380-	Sewer Utilities - Administration and General	\$235.24
					100-43160-380-	Street Lighting	\$720.62
					100-45110-380-	EVENT CENTER	\$248.33
					100-45210-380-	Parks	\$100.36
					601-49440-380-	Water Utilities - Administration and General	\$639.59
					100-41010-380-	GENERAL GOVERNMENT	\$75.89
					100-45210-380-	Parks	\$1,093.65
05/14/2024	Paulnet Goup, LLC	GG, install wiring to transfer internet to 131 Main St	24626	\$1,226.88			
					440-41010-300-	GENERAL GOVERNMENT	\$1,226.88
05/14/2024	Dennis Pottebaum	Yard Waste, return permit fee as he purchased 2 permits	24627	\$65.00			
					100-43128-999-	YARD WASTE	\$65.00
05/14/2024	Productive Alternatives, Inc.	Event Center, Cleaning Inv#INV 851, 645	24628	\$214.29			
					100-45110-300-	EVENT CENTER	\$214.29
05/14/2024	RMB Environmental Laboratories, Inc	WW & Water, Chemicals Inv. 56932, 56979, 57562, 57880	24629	\$868.40			
					601-49440-218-	Water Utilities - Administration and General	\$368.89
					602-49490-218-	Sewer Utilities - Administration and General	\$499.51
05/14/2024	Steve's Sanitation, Inc.	Event & Parks, garbage	24630	\$401.46			
					100-45110-384-	EVENT CENTER	\$106.08
					100-45210-384-	Parks	\$295.38
05/14/2024	Summers Construction	GG, Government Services remodeling Inv. 420	24631	\$13,897.69			
					440-41010-520-	GENERAL GOVERNMENT	\$13,897.69

Date Range : 5/14/2024 To 5/14/2024

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
05/14/2024	TEAM LAB	Streets, fine road patch	24632	\$82.50	602-49490-210-	Sewer Utilities - Administration and General	\$82.50
05/14/2024	Kyle Theisen	LS, Cell Phone Reimbursement	24633	\$25.00	609-49751-321-	Liquor Store - Manager - Off-Sale	\$25.00
05/14/2024	Vergas Hardware	All Depts, supplies	24634	\$301.79	100-41010-210- 100-43010-210- 100-45210-210- 602-49490-210- 100-43110-210-	GENERAL GOVERNMENT City Shop Parks Sewer Utilities - Administration and General Highways, Streets & Roadways	\$69.99 \$51.13 \$122.22 \$3.49 \$54.96
05/14/2024	Vestis	Event, Mats, toilet paper, paper towels, towels	24635	\$450.60	100-45110-220-	EVENT CENTER	\$450.60
05/14/2024	Widseth Smith Notlting & Assoc. Inc	Engineering; Gravel Pit Survey	24636	\$1,299.88	100-43110-303-	Highways, Streets & Roadways	\$1,299.88
05/14/2024	Zitzow Electric, Inc.	Government Servcices Cener, switch	24637	\$407.59	440-41010-520-	GENERAL GOVERNMENT	\$407.59
Total For Selected Claims				\$54,268.13			\$54,268.13

Date Range : 5/14/2024 To 5/14/2024

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

City of Vergas Liquor Store Checks Paid in April 2024

Vendor	Description	Total
Artisan Beer Company		\$644.05
Absolute Ice		\$3,246.60
Bergseth Bros		11,189.17
Beverage Wholesalers		3,391.52
Breakthru Beverage MN Wine and Spirits		4,837.36
Colonial Life	Employees Reimb Ins	124.12
City of Vergas	Water/Sewer	117.64
City of Vergas	Payroll	4,955.89
D-S Beverage		13,160.05
Elan Financial Services	CC, Facebook Ad's	26.71
Fricke Consultin	POS System	165.00
Frazee-Vergas Forum	Advertising	40.00
Great Plains Nat Gas	Utility	88.44
Internal Revenue Service	2024 Withholding Tax	1,451.40
JSD Enterprise	Wine Rack	750.00
Johnson Brothers Liquor Co		4,807.60
Madison National Life Ins	Employees Life Ins	86.92
Merchant Services	Credit Card Fees	872.59
MN Dept. of Revenue	Sales Tax	4,486.62
MN Dept. Revenue	2024 Withholding Tax	244.60
Nutrition Excellence		1,307.28
Otter Tail Power Company	Utility	395.83
Phillips Wine & Spirits		5,085.77
Public Employees Retirement Assoc.	Payroll	\$901.61
Southern Glazer's Wine & Spirits		2,803.69
Theisen, Kyle	Cell phone reimbursement	25.00
Vestis	Floor Mats	74.50
Vergas State Bank	HSA Contributions	407.00
Vergas Hardware	Supplies	24.98
Viking Coca-Cola Bottling Company		352.04
Total		<u>\$66,063.98</u>
April Receipts		<u>58,404.49</u>
April Operating Income (Loss)		<u>(\$7,659.49)</u>
Jan-March Operating Income (Loss)		<u>(28,258.14)</u>
2024 Total Operating Income (Loss)		<u>(\$35,917.63)</u>

Route	Sort	Account #	Customer Name	Status	Parcel #	Service Address	Aged Days	Past Due Amt.	Total Balance	Deposit Balance	Last Pymt. Date	Last Pymt. Amount	Meter #	Meter Type	Pay Plan
2	0	1361	Longtin, Trisha	Active	1361	401 E Scharf Ave	132	52.15	308.47	0.00	05/07/2024	135.00	88707192	WATER	Yes
2	0	211	Lemon, Brandon	Active	82000990110000	213 W Main St	858	9.43	354.30	0.00	05/07/2024	140.00	88707196	WATER	Yes
2	0	230	Weldon, Ben & Nicole	Active	230	125 N 3rd Ave	858	125.83	564.71	0.00	04/22/2024	150.00	88805354	WATER	Yes
Total							Count: 3	187.41	1,227.48						

City of Vergas Investments

	<u>Account Number</u>	<u>12/31/23</u>	<u>Purchase</u>	<u>Sold</u>	<u>Interest Earned</u>	<u>04/30/24</u>	<u>Interest Rate</u>	<u>Maturity Date</u>
General Fund	325657	494,443.11	0.00	200,000.00	903.58	295,346.69	0.75%	MMDA
Sewer Reserve	19753	27,018.62	0.00	0.00	0.00	27,018.62	3.50%	6/27/2025
Sewer and Water Debt Service	19759	37,526.60	0.00	0.00	472.94	37,999.54	2.50%	7/17/2024
Liquor Fund	20338	149,042.35	0.00	0.00	0.00	149,042.35	2.50%	12/14/2024
Totals		708,030.68	0.00	200,000.00	1,376.52	909,407.20		

City of Vergas Bond Schedule

Title	<u>Purchase Date</u>	<u>Beq. Balance</u>	<u>Interest Rate</u>	<u>Bank</u>	<u>Maturity Date</u>	<u>Balance 12/31/2023</u>	<u>Interest Paid in 2024</u>	<u>Balance 04/30/2024</u>	<u>Amount Paid in 2024</u>
Street Debt Service Fund									
General Obligation Improvement Refunding Bonds,	12/15/2015	\$299,000.00	2.42%	Vergas State Bank	2/1/27	174,173.50	1,590.00	144,173.50	30,000.00
General Obligation Improvement	6/11/2019	\$985,000.00	3.26%	Northland Trust	2/1/40	865,000.00	13,010.63	825,000.00	40,000.00
Water Fund									
General Obligation Water Revenue Note, Series 2022A	2/1/2022	<u>\$132,000.00</u>	3.25%	Vergas State Bank	2/1/32	118,800.00	1,200.00	<u>106,800.00</u>	<u>12,000.00</u>
Total		\$1,416,000.00				1,157,973.50		969,173.50	82,000.00

2006 and 2019 Street Project/General Fund/Special Revenue Money Market Account

	2023 Balance	Interest	2024 Interest	2024 Purchased	2024 sold	03/31/2024 Balance
Uncommitted Funds	104,412.88	1.12%	10.12	0.00	100,000.00	4,423.00
City Shop	8,078.61	2.05%	18.52	0.00	0.00	8,097.13
Easements	5,224.43	1.32%	11.93	0.00	0.00	5,236.36
Event Center	960.36	0.24%	2.17	0.00	0.00	962.53
Event Center Electronic Sign	10,037.60	2.54%	22.95	0.00	0.00	10,060.55
General	14,536.02	3.69%	33.34	0.00	0.00	14,569.36
Park	20,711.99	5.25%	47.44	0.00	0.00	20,759.43
Sand Seal (Seal Coating)	13,012.13	3.30%	29.82	0.00	0.00	13,041.95
Sidewalk	14,938.79	3.79%	34.25	0.00	0.00	14,973.04
Street Improvements/Equipment	41,554.87	10.54%	95.24	0.00	0.00	41,650.11
2019 Street Project	150,562.67	38.17%	344.90	0.00	0.00	150,907.57
2006 Street Project	110,412.76	27.99%	252.91	0.00	0.00	110,665.67
Balance	\$494,443.11	100.00%	\$903.58	\$0.00	\$100,000.00	395,346.69 ***

***Committed total should not drop below \$110,000 or be above \$205,000 at the end of the year.

Current Committed Total 129,350.45

American Rescue Plan Funding 2021-2026

Income:				
	9/7/2021	Grant Funds	\$18,623.80	
	11/22/2021	Grant Funds	\$609.88	
	6/28/2022	Grant Funds	\$19,233.67	
Total Income				\$38,467.35
Expenses:				
Dehumidifier		Water Plant	2,470.00	
Fire Wall		General Government	848.44	
Microsoft 365		General Government	1,124.56	
Computer Tech. Support		General Government	2,400.00	
NDSU Landscaping		Parks	1,250.00	
Total Expenses - reported 04/30/2022 report				\$8,093.00
Telephone System	Telephone System	General Government	977.16	
GIS Mapping	Widseth Mapping System	General Government	4,600.00	
City Camera System	Arvig	General Government	\$3,450.00	
Event Center Floors		General Government	\$10,000.00	
Total Expenses - reported 04/27/2023 report				\$27,120.16
Fire Department	Paving parking lot		347.19	
Expenses approved but not spent	Generator	Water	\$11,000.00	
Total in Fund				\$11,000.00

As on 12/31/2024

General Fund

<u>Account Name</u>	<u>Acct No</u>	<u>Budget</u>	<u>Year to Date</u>	<u>Balance</u>	<u>% of Budget</u>	<u>January/ July</u>	<u>February/ August</u>	<u>March/ September</u>	<u>April/ October</u>	<u>May/ November</u>	<u>June/ December</u>
Receipts:											
General Property Taxes (31001 through 31299)	31001	271,225.00	3,317.86	267,907.14	1.2	3,317.86 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Total Acct 310		271,225.00	3,317.86	267,907.14	1.2	3,317.86 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Sales Tax	31305	0.00	131.19	(131.19)	0.0	48.57 0.00	48.68 0.00	11.80 0.00	22.14 0.00	0.00 0.00	0.00 0.00
10% Gambling Tax	31311	4,000.00	0.00	4,000.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Total Acct 313		4,000.00	131.19	3,868.81	3.3	48.57 0.00	48.68 0.00	11.80 0.00	22.14 0.00	0.00 0.00	0.00 0.00
LICENSES AND PERMITS	32105	9,000.00	400.00	8,600.00	4.4	0.00 0.00	0.00 0.00	0.00 0.00	400.00 0.00	0.00 0.00	0.00 0.00
Alcoholic Beverages	32110	6,400.00	0.00	6,400.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Non-Intoxicating Malt Liquor	32115	500.00	0.00	500.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Set-Up License	32116	200.00	0.00	200.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Cigarette Licenses	32117	400.00	0.00	400.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Total Acct 321		16,500.00	400.00	16,100.00	2.4	0.00 0.00	0.00 0.00	0.00 0.00	400.00 0.00	0.00 0.00	0.00 0.00
Building Permits (Excludes surcharge)	32210	6,375.00	2,460.00	3,915.00	38.6	180.00 0.00	30.00 0.00	1,890.00 0.00	210.00 0.00	150.00 0.00	0.00 0.00
Grade and Fill Permit	32211	0.00	375.00	(375.00)	0.0	0.00 0.00	75.00 0.00	75.00 0.00	75.00 0.00	150.00 0.00	0.00 0.00
GOLF CART PERMIT	32213	140.00	80.00	60.00	57.1	0.00 0.00	0.00 0.00	60.00 0.00	20.00 0.00	0.00 0.00	0.00 0.00
YARD WASTE PERMIT	32215	16,345.00	6,760.00	9,585.00	41.4	390.00 0.00	390.00 0.00	1,040.00 0.00	4,485.00 0.00	455.00 0.00	0.00 0.00
Animal Licenses	32240	750.00	492.00	258.00	65.6	30.00 0.00	72.00 0.00	52.00 0.00	298.00 0.00	40.00 0.00	0.00 0.00
Total Acct 322		23,610.00	10,167.00	13,443.00	43.1	600.00 0.00	567.00 0.00	3,117.00 0.00	5,088.00 0.00	795.00 0.00	0.00 0.00
Federal Grants and Aids	33101	4,000.00	0.00	4,000.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Total Acct 331		4,000.00	0.00	4,000.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
INTERGOVERNMENTAL REVENUES	33200	131.00	0.00	131.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00

As on 12/31/2024

General Fund

<u>Account Name</u>	<u>Acct No</u>	<u>Budget</u>	<u>Year to Date</u>	<u>Balance</u>	<u>% of Budget</u>	<u>January/ July</u>	<u>February/ August</u>	<u>March/ September</u>	<u>April/ October</u>	<u>May/ November</u>	<u>June/ December</u>
Receipts:											
Total Acct 332		131.00	0.00	131.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
State Aids/Fire Relief	33390	28,000.00	2,750.00	25,250.00	9.8	1,950.00	0.00	800.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 333		28,000.00	2,750.00	25,250.00	9.8	1,950.00	0.00	800.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Local Government Aid	33401	43,751.00	0.00	43,751.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Small Cities Assistance	33422	17,861.00	0.00	17,861.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 334		61,612.00	0.00	61,612.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
County Grants and Aids for Highways	33610	3,000.00	0.00	3,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 336		3,000.00	0.00	3,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
CHARGES FOR SERVICES	34005	2,000.00	50.00	1,950.00	2.5	50.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 340		2,000.00	50.00	1,950.00	2.5	50.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
PUBLIC SAFETY	34210	16,000.00	0.00	16,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 342		16,000.00	0.00	16,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00

As on 12/31/2024

General Fund

<u>Account Name</u>	<u>Acct No</u>	<u>Budget</u>	<u>Year to Date</u>	<u>Balance</u>	<u>% of Budget</u>	<u>January/ July</u>	<u>February/ August</u>	<u>March/ September</u>	<u>April/ October</u>	<u>May/ November</u>	<u>June/ December</u>
Receipts:											
MISCELLANEOUS REVENUES	36200	0.00	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Interest Earning	36210	900.00	92.73	807.27	10.3	24.73	18.93	26.68	22.39	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Rent/Municipal Building	36217	7,200.00	2,543.60	4,656.40	35.3	550.00	550.00	550.00	550.00	343.60	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
RENT/EVENT CENTER	36225	17,600.00	3,280.00	14,320.00	18.6	580.00	1,560.00	400.00	740.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Event Center/Keg Deposit/Lions	36226	0.00	300.00	(300.00)	0.0	75.00	75.00	150.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
EVENT CENTER/SECURITY AND OTHER RELATED CHARGES	36227	1,000.00	0.00	1,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Contributions and Donations from Private Sources	36230	2,000.00	0.00	2,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Contributions and Donations to Event Center	36231	0.00	124.00	(124.00)	0.0	0.00	124.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Contributions and Donations to Parks	36232	0.00	1,500.00	(1,500.00)	0.0	0.00	0.00	0.00	0.00	1,500.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Refunds and Reimbursements	36233	0.00	3,042.78	(3,042.78)	0.0	982.78	0.00	0.00	2,060.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
LEAGUE OF MN CITIES DIVIDEND	36235	4,620.00	0.00	4,620.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 362		33,320.00	10,883.11	22,436.89	32.7	2,212.51	2,327.93	1,126.68	3,372.39	1,843.60	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Transfer From General Fund	39201	25,000.00	0.00	25,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 392		25,000.00	0.00	25,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Sale of Investment	39990	0.00	100,000.00	(100,000.00)	0.0	100,000.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 399		0.00	100,000.00	(100,000.00)	0.0	100,000.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Receipts		488,398.00	127,699.16	360,698.84	26.1	108,178.94	2,943.61	5,055.48	8,882.53	2,638.60	0.00
						0.00	0.00	0.00	0.00	0.00	0.00

As on 12/31/2024

General Fund

<u>Account Name</u>	<u>Acct No</u>	<u>Budget</u>	<u>Year to Date</u>	<u>Balance</u>	<u>% of Budget</u>	<u>January/ July</u>	<u>February/ August</u>	<u>March/ September</u>	<u>April/ October</u>	<u>May/ November</u>	<u>June/ December</u>
Disbursements:											
GENERAL GOVERNMENT	41010	53,206.00	9,469.66	43,736.34	17.8	1,803.95	2,406.83	2,018.22	3,183.08	57.58	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 410		53,206.00	9,469.66	43,736.34	17.8	1,803.95	2,406.83	2,018.22	3,183.08	57.58	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Council/Town Board	41110	10,850.00	2,889.09	7,960.91	26.6	1,543.44	0.00	0.00	1,345.65	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 411		10,850.00	2,889.09	7,960.91	26.6	1,543.44	0.00	0.00	1,345.65	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Mayor	41310	2,580.00	501.82	2,078.18	19.5	279.79	0.00	0.00	222.03	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 413		2,580.00	501.82	2,078.18	19.5	279.79	0.00	0.00	222.03	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Clerk	41405	32,248.00	11,284.51	20,963.49	35.0	3,238.89	2,653.28	2,195.40	2,524.93	607.01	65.00
						0.00	0.00	0.00	0.00	0.00	0.00
Elections	41410	1,950.00	874.99	1,075.01	44.9	0.00	0.00	874.99	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 414		34,198.00	12,159.50	22,038.50	35.6	3,238.89	2,653.28	3,070.39	2,524.93	607.01	65.00
						0.00	0.00	0.00	0.00	0.00	0.00
City/Town Attorney	41610	5,000.00	0.00	5,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 416		5,000.00	0.00	5,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Planning and Zoning	41910	1,000.00	560.88	439.12	56.1	560.88	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 419		1,000.00	560.88	439.12	56.1	560.88	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
PUBLIC SAFETY	42010	0.00	4,695.64	(4,695.64)	0.0	4,170.03	0.00	38.86	486.75	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 420		0.00	4,695.64	(4,695.64)	0.0	4,170.03	0.00	38.86	486.75	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Fire Administration	42210	30,605.00	2,750.00	27,855.00	9.0	0.00	0.00	1,950.00	800.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 422		30,605.00	2,750.00	27,855.00	9.0	0.00	0.00	1,950.00	800.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
City Shop	43010	10,130.00	3,461.66	6,668.34	34.2	528.69	309.52	878.51	1,744.94	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 430		10,130.00	3,461.66	6,668.34	34.2	528.69	309.52	878.51	1,744.94	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00

As on 12/31/2024

General Fund

<u>Account Name</u>	<u>Acct No</u>	<u>Budget</u>	<u>Year to Date</u>	<u>Balance</u>	<u>% of Budget</u>	<u>January/ July</u>	<u>February/ August</u>	<u>March/ September</u>	<u>April/ October</u>	<u>May/ November</u>	<u>June/ December</u>
Disbursements:											
Highways, Streets & Roadways	43110	156,748.00	56,327.03	100,420.97	35.9	11,798.02 0.00	36,402.39 0.00	3,283.89 0.00	4,305.60 0.00	504.63 0.00	32.50 0.00
Sidewalk	43115	1,500.00	0.00	1,500.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Ice and Snow Removal	43125	3,500.00	0.00	3,500.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
YARD WASTE	43128	18,300.00	5,092.87	13,207.13	27.8	1,463.07 0.00	885.60 0.00	949.86 0.00	1,131.67 0.00	662.67 0.00	0.00 0.00
Street Lighting	43160	15,000.00	2,693.57	12,306.43	18.0	610.69 0.00	779.86 0.00	1,303.02 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Total Acct 431		195,048.00	64,113.47	130,934.53	32.9	13,871.78 0.00	38,067.85 0.00	5,536.77 0.00	5,437.27 0.00	1,167.30 0.00	32.50 0.00
EVENT CENTER	45110	45,841.00	8,991.33	36,849.67	19.6	2,934.69 0.00	1,982.49 0.00	2,295.08 0.00	1,690.40 0.00	88.67 0.00	0.00 0.00
Total Acct 451		45,841.00	8,991.33	36,849.67	19.6	2,934.69 0.00	1,982.49 0.00	2,295.08 0.00	1,690.40 0.00	88.67 0.00	0.00 0.00
Parks	45210	94,940.00	11,858.13	83,081.87	12.5	1,896.81 0.00	2,745.24 0.00	3,667.19 0.00	2,479.05 0.00	1,037.34 0.00	32.50 0.00
Total Acct 452		94,940.00	11,858.13	83,081.87	12.5	1,896.81 0.00	2,745.24 0.00	3,667.19 0.00	2,479.05 0.00	1,037.34 0.00	32.50 0.00
Economic Development and Assistance	46510	5,000.00	5,000.00	0.00	100.0	5,000.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Total Acct 465		5,000.00	5,000.00	0.00	100.0	5,000.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Purchase of Investments	49350	0.00	1,036.38	(1,036.38)	0.0	298.51 0.00	235.22 0.00	187.90 0.00	0.00 0.00	0.00 0.00	0.00 314.75
Total Acct 493		0.00	1,036.38	(1,036.38)	0.0	298.51 0.00	235.22 0.00	187.90 0.00	0.00 0.00	0.00 0.00	0.00 314.75
Total Disbursements		488,398.00	127,487.56	360,910.44	26.1	36,127.46 0.00	48,400.43 0.00	19,642.92 0.00	19,914.10 0.00	2,957.90 0.00	130.00 314.75

As on 4/30/2024

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
General Fund	(47,668.02)	25,060.56	100,000.00	0.00	123,363.28	721.63	0.00	(46,692.37)	134,849.99	88,157.62
Small Cities Development	10,777.87	0.00	0.00	0.00	0.00	0.00	0.00	10,777.87	0.00	10,777.87
Street Debt Service*	(61,403.62)	77.98	0.00	0.00	31,590.00	0.00	0.00	(92,915.64)	0.00	(92,915.64)
SEWER AND WATER DEBT SERVICE	886.02	0.00	0.00	0.00	0.00	0.00	0.00	886.02	0.00	886.02
2019 Street Project	37,314.00	372.23	100,000.00	0.00	53,010.63	0.00	0.00	84,675.60	50,000.00	134,675.60
Street Project 2006*	20,465.13	483.29	0.00	0.00	0.00	0.00	0.00	20,948.42	110,000.00	130,948.42
Govenment Services Office	13,056.27	5,713.75	0.00	0.00	23,309.34	0.00	0.00	(4,539.32)	0.00	(4,539.32)
Water	186,134.71	35,725.13	0.00	0.00	48,645.14	0.00	0.00	173,214.70	15,023.74	188,238.44
Sewage Collection and Disposal	(149,481.14)	32,108.78	0.00	0.00	29,991.10	0.00	0.00	(147,363.46)	49,467.40	(97,896.06)
Municipal Liquor Store	98,808.66	199,866.51	0.00	0.00	237,982.50	0.00	0.00	60,692.67	147,746.03	208,438.70
Vergas EDA	24,331.42	3,843.75	0.00	5,000.00	3,843.75	0.00	0.00	29,331.42	0.00	29,331.42
Total :	133,221.30	303,251.98	200,000.00	5,000.00	551,735.74	721.63	0.00	89,015.91	507,087.16	596,103.07

City Council
2024 May Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, May 14, 2024

5. Committee Reports

1. Planning Commission
 - a. Member
2. Event Center Advisory Board
 - a. Bulletin Board
3. Streets Committee
 - a. Engineering for Parking Lot/Alley paving
4. EDA/HRA
 - a. Special Assessments
5. Park Board

Files Attached

- 04-22-2024 Planning Commission Meeting Agenda Minutes.pdf
- Vergas Event Center Advisory Minutes.pdf
- 05.08.2024 EDA_HRA Agenda Minutes.pdf
- Event Center roof quote.pdf
- 04.29.24 SSYW minutes copy.pdf
- 4.25.24 Park Board.pdf

CITY OF VERGAS PLANNING COMMISSION MINUTES

Monday, April 22, 2024

6:00 pm

Vergas Government Services Building and Zoom

A City of Vergas Planning Commission meeting was held on Monday, March 25, 2024, in a hybrid meeting at the Government Services Center and on zoom with the following members present: Bruce Albright, Rebecca Hasse, Alex Ohman and Jim Courneya. Absent: none. Also present: Employees Clerk-Treasurer Julie Lammers and Utilities Superintendent Mike DuFrane; Engineer Blaine Green; Resident Shane Hasse and Mark Sand and Gravel Vice President Jeff Hattlewick.

Call to Order

Chairman Bruce Albright called the meeting to order at 6:00 pm. Everyone introduced themselves.

Agenda Additions and Deletions

Approved agenda with following additions: Gravel Permit.

Member

With the resignation of Judy Kvam the City has been advertising the open planning commission seat. Shane Hasse has applied for the position. Lammers reviewed the open meeting law with the commission. Motion by Courneya, seconded by Ohman to recommend to Council approval of Shane Hasse as a planning commission member. Motion passed unanimously.

Minutes

Motion by Ohman, seconded by R Hasse to approve minutes for March 25, 2024 with the addition of R Hasse being present. Motion passed unanimously.

Status of Council Recommendations

Josh Hanson had proposed, and the Planning Commission recommended, to move the boundary lines in the Lawerance Lake Second Addition, due to the sale of property within the boundary line area, Hanson withdrew the request for the property lines being moved.

Albright reviewed the shoreline management ordinance updates as discussed in a meeting with Otter Tail County. Albright and Lammers will meet again with the county next week and bring a proposal to the planning committee. Lammers proposed moving the May meeting to June and combining the May and June meetings due to outside work and meeting date falling on Memorial Day. Discussed needing a meeting for nuisance tour. Motion by Ohman, seconded by R. Hasse to move the May meeting to Monday, May 20, 2024. Motion passed unanimously.

Construction Permits

Permits Approved by City Clerk

Peterson Park for a sign.

Summers Construction for a 56 by 24 apron.

Permits needing Approval.

96 Park View Drive -add fill to lot.

Lammers is working on a WACA permit. Lammers is working with the County and will be proceeding with a T.I.P. Panel. Motion by Hasse, seconded by Courneya to give Lammers permission to approve or deny permits per T.I.P. Panel. Motion passed unanimously.

816 E Scharf Ave-replace current house

Motion by Ohman, seconded by R.Hasse to approve permit to replace building at 816 E Scharf Ave with the same footprint as currently exists and allowing for an overhang of the roof. Motion passed unanimously.

Grade and Fill Permits

96 Park View Drive add fill to lot.

Lammers is working on WACA permit.

310 W Lake Street for an approach

Request to put an approach onto his property, there is no culvert needed. DuFrane stated contractor Don Schroder has contacted him about using gravel from the road that is currently in the ditch as a berm for the approach. Shroeder will clean brush from the side of the road and remove berm.

Active Construction Permits

Courneya and Albright will update the construction permit spreadsheet soon.

Old Business:

Updated Vergas Basic Code

Ohman provided a list of ordinances in the proposed basic code needing to be updated by the following departments: City Council, Clerk-Treasurer, Fire, EDA-HRA, Parks, Water and Sewer, Streets and Sidewalk and Planning Commission. Discussed the changes pertaining to planning commission ordinances, committee reviewed about ½ of them and asked members to review for the next meeting.

Nuisance Properties within Vergas

Discussed 2 nuisance properties : 339 E Frazee Ave and 101 E Mill St. Albright will continue to try to stop by and talk with property owner at 339 E Frazee Ave. Motion by Ohman, seconded by Courneya to send letter to property owner at 101 E Mill St with a copy of current ordinance regarding proper enclosure and reminding them they can only have 3 dogs. Motion passed unanimously.

Vergas Zoning Map

This is a work in progress.

2024 Planning Commission Budget

Lammers reviewed current planning commission expenditures.

New Business

Mark Sand and Gravel: Gravel Pit.

Widseth has flown over the pit and will visit and provide a report to the planning commission next month. Mark Sand and Gravel started crushing last week and there are no plans for asphalt this season at this time. Planting of trees and grass has begun and will continue to be improved.

Adjournment

Motion by Ohman, seconded by Hasse to adjourn at 8:00 pm. Motion passed unanimously.

Secretary,

Julie Lammers, CMC
Vergas City Clerk-Treasurer

Follow Up Actions:

Lammers have a nuisance letter sent to 101 E Mill St.
Albright and DuFrane stop and talk to 339 E Frazee Ave.
All members review proposed ordinances.
Widseth Engineering to provide Gravel Permit report.
Review permit and schedule hearing for gravel permit.

Council recommendations:

Approve new member Shane Hasse

VERGAS EVENT CENTER ADVISORY MINUTES

5:30PM TUESDAY 4-23-24

The City of Vergas Event Center Advisory Committee was called to order by Paul Pinke on Tuesday, April 23rd, 2024, at 5:30pm. The Members present: Paul Pinke, Bev Flateland, Deb Jacoby, Vanessa Perry, Jezmae Burkett. Absent: Jay Norby, Paul Haarstick. Others Present: Robert Jacoby.

Approval of Agenda

Motion to approve agenda by Bev Flateland, seconded by Paul Pink. Motion carried unanimously.

Minutes

Motion by Vanessa Perry, seconded by Paul Pinke to approve minutes for March 26, 2024, motion carried unanimously.

Status of Recommendation to City Council

Burkett informed Advisory Board of council's decision regarding Bulletin Board Denial. The Advisory Board would like the City Council to reconsider. They stated that it's the community event center, therefore community events, and fundraisers can be posted. The same rules would apply as the existing bulletin outside the public restrooms. Posted content must be dated and will be removed in 30 days. The prices to rent the Event Center could be posted up as well. Overall agreed the Pros of a Bulletin Board outweigh the Cons.

Suggested size of proposed board would be approx. 3x5ft hung horizontally by the back door of Event Center.

Income and Expense

As the cost of Utility Services is currently above budget. Burkett stated she made sure to power off the dishwasher switch again, to see if that helps with electricity. Advisory Board would like a more detailed breakdown of the utilities. To specifically know where we can improve energy usage and reduce costs.

Building Review

Norby was absent so no update on approved backsplash for kitchen. Salt and Pepper shakers cleaned, extras stored. New cupboards are labeled as well as storage totes in utility room. Vanessa suggested we have Jeff Zitzow inspect that kitchen electrical is up to code. (why not whole building while we're at it-JB) All agreed the kitchen sink area is to be prioritized. Goal is to pass any state inspections. Motions unanimously carried.

Fundraising Events

No word on previously mentioned comedian suggested by Norby.

Suggested we advertise/promote Event Center Rentals on our corner sign board, when its not advertising an Event.

Miscellaneous

Deb Jacoby inquired the possibility to store 4 or 5 Christmas trees under the stage. For the walk of trees event. Burkett will check to see if there is room, and that it can be done without issues regarding the Sound Equipment.

Council Recommendations

Please reconsider the Bulletin Board

Follow up Actions

Schedule electrical inspection with Zitzow (does that need Council Approval?)

After we know the sink electrical meets code, fix the hole in wall.

Minutes Recorded and Submitted By

Jezmae Burkett

Thank You

**Vergas EDA/HRA
Government Services Center
2:00 PM on Tuesday, May 8, 2024**

EDA/HRA Mission: Retain and promote business in our community, adding housing so that we prosper and increase our tax base, keeping Vergas a vital community.

The City of Vergas Economic Development Authority (EDA) and Housing Redevelopment Authority (HRA) met on Tuesday, May 8, 2024, at 2:00 pm in a hybrid meeting at the Vergas Government Services building and on zoom with the following members present in person: Bruce Albright, DuWayne Ditterich, Paul Sonnenberg, Vanessa Perry and Joy Summers. Absent: none. Also Present: City Clerk-Treasurer Julie Lammers; and Bob Williams of the Frazee-Vergas Forum.

Call to Order

The meeting was called to order by Chair DuWayne Ditterich at 2:00 pm.

Agenda Additions and Deletions

Motion by Albright, seconded by Summers to approve agenda as presented with the following addition: Commercial Development.

Minutes

Motion by Sonnenberg, seconded by Summers to approve the minutes of April 2, 2024. Motion passed unanimously.

Financial Update

Lammers reviewed the 2024 income and expenses.

Vergas HRA Lots on Eva and Diane St

Ditterich presented loan information provided by Vergas State Bank Loan Officer Paula Waller. Summers emailed Lammers information which she emailed to all members. The biggest issue with these lots are the income limits. If income limits are changed from what the County provided (which was received from the State of MN) we would have to have good justification. Discussed current assessments on the lots for 2024: 82000990242000 for \$2,045.86; 82000990243000 for \$2045.86; 82000990244000 for \$1,544.05; 82000990245000 for \$1,544.05; 82000990249000 for \$1563.35; 82000990250000 for \$3,030.19; 82000990251000 for \$1,582.65; and 82000990252000 for \$1,582.65. Assessments for 2024 total \$14,938.66. Motion by Summers, seconded by Sonnenberg to recommend to Council to put assessments on hold until lots are sold. Motion passed unanimously. Discussion involved asking City to pay for 2024 assessments. Summers asked Albright to bring this issue to council explaining the funding EDA/HRA has and the drop in the amount the city has budgeted every year. Ditterich stated that if we cannot sell these lots, they are useless. Albright stated that once the County gets senior housing or a spec home built there may be activity in this area. Ditterich stated he does not want to be discussing these lots in 3 years and members stated the county will not be building until 2025 if they receive the grant and we are on a waiting list for a spec home to be built.

Old Business

2024 Housing and Economic Goals.

Discussed lots available in Vergas. Discussed mission statement and what role the EDA and HRA would like to play. Do we want to purchase and build on land or do we want to get investors involved in Vergas. Our goal is not to make money but to make the community prosper.

Vergas Zoning Map

All EDA/HRA members should bring a colored map to the June meeting to discuss zoning ideas. Ditterich will provide large maps for members.

CEDA Grant

Jordan Grossman, CEDA Representative, has begun working on a survey and has met with most of the business owners within Vergas. Members asked Lammers to invite Grossman to our EDA HRA meetings.

EDA/HRA Bylaws

Summers brought questions regarding conflict of interest, Lammers will contact the League of MN Cities and City Attorney on the language.

Annual Meeting

Reviewed annual meeting and lower attendance than past couple of years. The timing of the meeting 1 ½ hours was good, the space is too large, and we need to spend more time inviting residents and community groups, such as the Lion's.

New Business

Commercial Development

Discussed the land on the corner of Pelican Avenue and Hwy 35 becoming commercial. This land could be used for a car wash and/or commercial building (suggestion a strip mall). Motion by Summers, seconded by Perry to recommend to planning commission to make parcel 82000500022000 commercial along Pelican Ave. Motion passed unanimously.

Ordinance Update

Lammers provided copies of the proposed ordinances affecting EDA and HRA. Members will bring recommendations to the June meeting to discuss.

Adjourn

Motion by Albright, seconded by Perry to adjourn the meeting at 3:45 p.m. Motion passed unanimously.

Julie Lammers

City Clerk-Treasurer

City of Vergas

Council Recommendations

Remove assessments on Sunny Oaks Development until the lots are sold.

Planning Commission Recommendation

Change zoning map to commercial along Pelican Ave this would include parcel 82000500022000.

Follow up Actions.

All members bring 1-2 ideas for goals in 2024 with measurable results.

Lammers to provide lists of opportunities from WCI and Otter Tail County.

Ditterich to provide large white maps of City for members. All members bring a color-coded map to the next meeting to discuss zoning in Vergas.

Lammers to review legal item regarding the conflict of interest with the league and city attorney.

Members review proposed ordinances.



PROJECT QUOTE

Quote Nbr. PQ001681
Order Date 4/17/2024
Valid Until
Project Manager Austin Askelson
Project Manager 2
Customer ID City of Vergas
Payment Terms 30 days (See T&C)

PO Box 245, Detroit Lakes, MN 56502-0245 (218) 847-1121

ISSUED TO
City of Vergas
Mike Dufrane
117 E Main Street
Vergas, MN, 56587

Project:
Vergas Event Center
117 E Main Street
Vergas, MN 56587

Work To Be Performed: Yellow Highlighted Area

Labor and materials to install new roofing consisting of:

Flute fill insulation- cut to match the profile of the metal deck.
One layer of 1.5" isocyanurate insulation mechanically anchored to the deck.
A 060 mil adhered EPDM roofing system.
EPDM flashings at the roof edge and roof penetrations.
Wood blocking to accommodate increased insulation height.
New pre-finished metal edge flashings. Fabricated and installed as per ES-1 guidelines.
Twenty-year manufacturer's warranty

Price: \$91,000.00

Notes: The owner is responsible for any mechanical, electrical, or refrigeration work that might be required.

Signature:

Acceptance of Proposal: The above prices, specifications and conditional as well as terms and conditions on the reverse side hereof are satisfactory are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above and set forth on the reverse side hereof. SEE REVERSE SIDE OF PROPOSAL FOR ADDITIONAL TERMS AND CONDITIONS.

ADDITIONAL TERMS AND CONDITIONS

1. **CONTRACT DOCUMENTS.** Herzog certifies that it has examined all of the plans, drawings and specifications prepared by Architect, Customer or Engineer for the work covered by this agreement. This agreement is based upon those plans, drawings and specifications. If any changes are made in the plans, drawings and specifications which causes an increase or decrease in the contract price or an extension or shortening of the contract time, there shall be an adjustment made in the contract price. Any change in the contract price resulting from any such change shall be incorporated in a written change order.

The construction industry is currently experiencing shortages and delays in obtaining construction materials such that reliable assurance of material availability, timely delivery and firm pricing of materials cannot be obtained. The parties acknowledge that some of the materials and products to be used and installed in the construction of the Project may become unavailable, delayed in shipment and/or subject to price increases due to circumstances beyond the control of the Subcontractor. If a specified product is unavailable or shipment is delayed, Herzog shall provide written notice to customer and shall be afforded additional time and substitute products may be considered. If there is an increase in price of materials, equipment or products between the date of this Agreement and the time when the Project is ready for installation of the affected material, the Contract Sum shall be increased to reflect the additional cost to obtain the materials, provided that Herzog provides written notice and documentation of the increased costs.

2. **LIMITED WARRANTY.** All products provided by Herzog and installed as a part of this agreement shall be warranted in accordance with any applicable manufacturer's warranty. Herzog makes no specific warranty, express or implied as to the products installed by Herzog pursuant to this agreement, other than such products meet the specifications set forth in the contract documents referenced herein. To the extent permitted by applicable state law, the warranties set forth above are in lieu of, and exclusive of, all other warranties, express or implied.

Specifically, ALL WARRANTIES OTHER THAN THOSE SET FORTH ABOVE ARE EXCLUDED, ALL EXPRESS AND IMPLIED WARRANTIES, INCLUDING THE WARRANTIES OF MERCHANTABILITY, FITNESS FOR USE AND FITNESS FOR A PARTICULAR PURPOSE, ARE SPECIFICALLY EXCLUDED.

3. **WORKMANSHIP.** All work to be performed with regard to the installation of the equipment, fixtures and products governed by this contract shall be performed and completed in a workman like manner according to standard practices.

4. **TITLE TO MATERIALS.** Title to materials to be furnished by Herzog shall be and remain in Herzog until all sums of money payable to Herzog are fully paid. Until such sums of money are so paid, the materials shall be personal and movable property regardless of any manner in which such materials may be annexed to realty. In case of default in making any payment, Herzog is authorized to enter onto the premises and take possession of and remove the materials at any time. In such event, Herzog shall have the right to retain as rental for the use of the materials, any sum or sums of money that may have been paid by Customer.

5. **ATTORNEY FEES.** Should Herzog employ an attorney to institute suit or enforce any provision of this agreement, to protect its interests in any matter arising under this agreement, or to collect damages for the breach of this agreement, Herzog shall be entitled to recover reasonable attorney fees, costs and disbursements incurred therein.

6. **GOVERNING LAW.** This agreement shall be governed by and construed according to the laws of the State of Minnesota.

7. **REGARDING MECHANIC LIEN:**

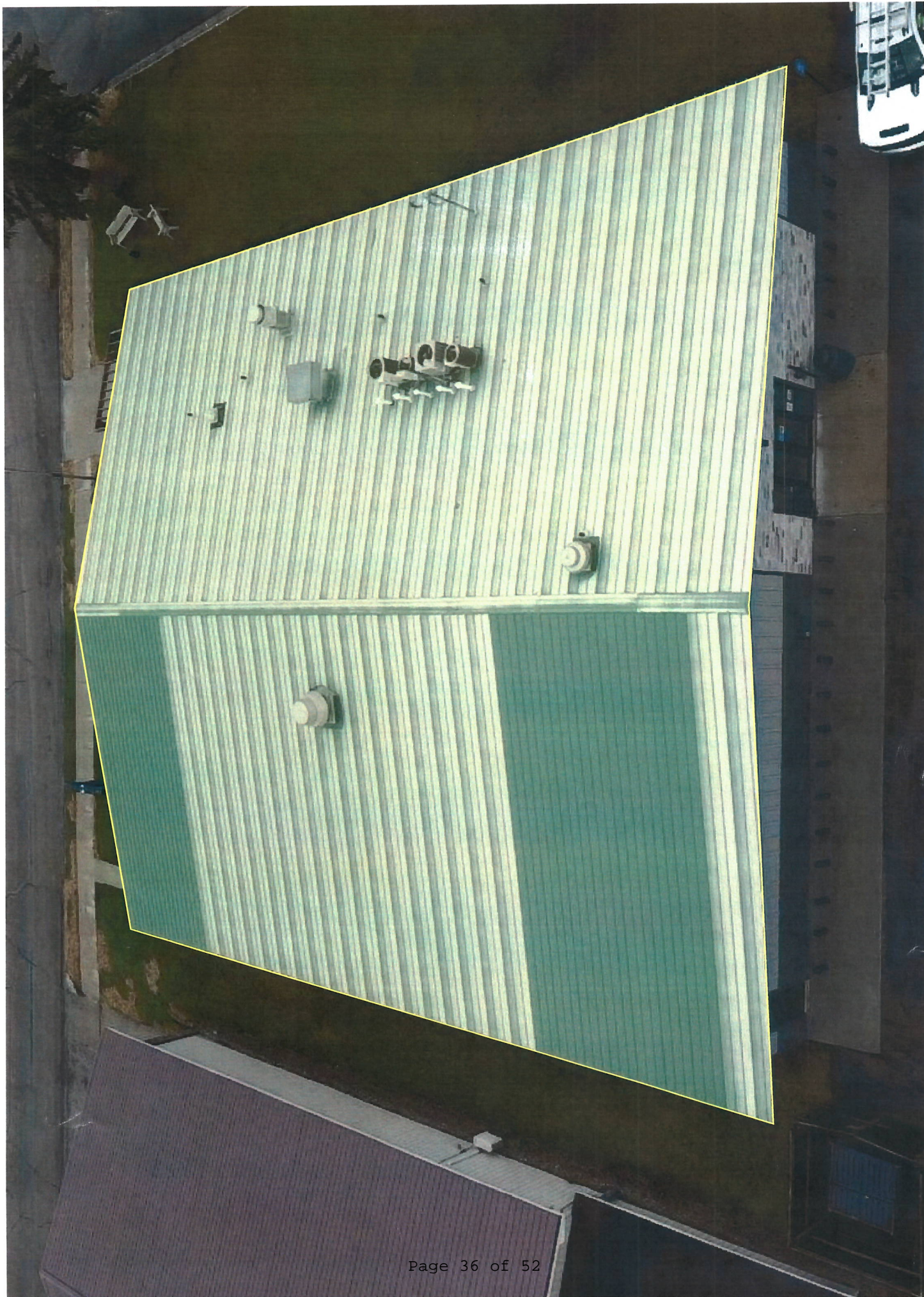
(A) ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS.

(B) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.

8. **OTHER WORK.** Should any part of Herzog's work depend upon the prior execution and completion of work of any other contractor or the Customer, and Herzog's work is thereby delayed or restricted, Herzog shall be entitled to additional compensation and an extension of time to complete Herzog's work which would result from the delays occasioned by failure of others to properly complete their work on the project.

9. **PAYMENT.** All payment requests shall be submitted by Herzog to Customer. These payment requests to Customer shall include the value of all work, labor and materials of the Herzog properly incorporated into the project for the period being billed. All payment requests are to be paid on or before the 10th day of the month following submission. Herzog shall have the right to stop work on the project should Herzog not be paid in a timely fashion as required by this agreement. All past due payments shall accrue interest at the rate of one and one-half percent (1 1/2%) per month from and after the due date.

10. **ENTIRE AGREEMENT.** This agreement contains the sole and entire agreement between the parties and all negotiations, proposals, discussions and/or agreements are merged into this agreement and the parties acknowledge that any statements or representations or agreements that may have heretofore been made by either of them to the other are void and of no effect.



Street/Sidewalks/Yard Waste Committee Meeting Minutes
Government Services Center
April 29, 2024

1.) A meeting of the Vergas Streets/Sidewalks/Yard Waste (SSYW) Committee was held on Monday, April 29, 2024 at 2:00 PM at the Vergas Government Services Center. Present was Bruce Albright and Paul Pinke, Vergas City Council; Julie Lammers, City Clerk; Blane Green, Widseth; and Mike DuFrane, Utility Superintendent. Albright called the meeting to order at 1:50 PM.

2.) Agenda Additions/Deletions. Albright wanted to add discussions with the Railroad.
Approved.

3.) Minutes for the 04/02/24 SSYW Committee meeting was presented. **Motion** by Pinke to approve, **seconded** by Albright, **approved**.

4.) Street Lighting. Lammers questioned the next move regarding Main Street (ST) lighting? Albright said the information was furnished to the Community Club, and he gave a copy of everything pertinent to Main ST to Vanessa Perry. We can continue to work with them as to when they would like to discuss this issue further.

Lammers said someone needs to let Keith Bunkowske, Keilley Shores - Phase III, know about the City's decision to install 3 of the espanalde lights per the engineering recommendation for his subdivision. Albright will contact him.

5.) Streets. A. - West (W) Lake ST. The 2024 Legislators are looking this session at adding funding to the Local Road Improvement Program (LRIP). It's still unclear whether new funding will require a new application, or they will just extend these funds to those next in line on the current application process. We are the second in line. DuFrane said Don Schroder is installing an approach off W. Lake ST for the Lawrence Lake Acres Subdivision. At the the same time, he will cleanup some of the extra gravel and the ditch in this area.

The SSYW Committee still needs to meet with Candor Township on this proposed road project. Lammers furnished the phone numbers of the Supervisors. Problem is, they meet the same night as the Vergas City Council. Albright will contact them.

5B.) East (E) Lake ST. The City is still waiting for the draft easement documents from the Attorney. Right-of-Way (R/W) is also needed from North (N) Railway Avenue (AVE) for this project.

5D.) W Sunset Strip. Basically were waiting for okays from Garrett Dahlgren and Heath Courynea to continue with the R/W acquisition for this roadway. Albright can talk with both of them.

5E.) Glenn ST. DuFrane has received some complaints regarding dust control on that portion of Glenn ST that is currently a city street. The new portion in Lawrence Lake Acres is not a city street yet, as it is not finished. It still needs another layer of gravel and the ditches and work areas need to be seeded. Last fall, Albright had contacted Fergus Power Pump, who can apply an 18' wide pass of sodium chloride for \$1 per foot. Lammers said some landowners have asked when Glenn ST will be paved? They would need to petition and it would require 35% of the landowners to sign. Albright said the segment of roadway needing dust control is about 200 yards. DuFrane said Stenger out of Frazee does this work, he will get a price from

him. DuFrane cautioned that if we do dust control here, others may want it. Albright felt we needed to review each request independently.

5F.) Dianne and Scharf AVE Slope Repairs. DuFrane has Lloyd Feldt lined up to do the work, but we still need an easement signed by Lee Dahlgren. DuFrane felt if we weren't ready when Feldt was, we could get delayed until this fall or beyond.

6.) Alley Paving. A year ago, Widseth looked at the area of the new parking lot, behind the liquor store, and the alley between 1ST AVE and S Railway AVE. He has calculated paving areas for the various regions. At the last SSW meeting, the Committee discussed needing elevations and a grading plan for this entire area. Lammers said Hanson's Plumbing and Heating are also interested in paving their parking lot east of the old county garage site. Green said Phase I would include a topographical survey of the entire area, and an updated grading plan and feasibility report for paving this area. This is estimated to cost \$3,000. This cost would be deducted from Phase II, if the City choose to precede to plans, specifications and bidding. Estimated to cost \$11,000 with the \$3,000 deduction. **Motion** by Pinke to recommend to Council to proceed with Phase I. **Seconded** by Albright. **Approved.** Widseth would like to survey the area at the same time they finish up the storm sewer work.

7.) Yard Waste. Lammers said to date, 102 permits have been issued. DuFrane continues to work with Otter Tail County on getting the recycling site graveled. DuFrane has purchased move concrete barriers from Kost (\$125/each).

8.) Ordinance Updates. Albright has finished Chapter 70, Traffic Regulations, with only one minor change. He still needs to review Chapter 72, Snowmobiles and Chapter 73, Recreational and Other Vehicles.

9.) Budget - Goal Setting. Albright thought we should get a few of the projects done that have been on our agenda for quite some time.

10.) Railroad Crossing. On April 3, 2024, there was a meeting with the Mayor, Lammers, Albright, and Krysten Foster, County Engineer, Otter Tail County. Numerous complaints have been filed over the years about delays caused by the Railroad on the Main ST crossing. Some of these delays, lasting hours. Foster said she would try and arrange a meeting with Railroad officials. She will keep the City posted.

13.) Next Meeting. A date for the next SSW Committee meeting was not scheduled at this time. Committee members should check their schedules and get back to Lammers. She felt we should meet fairly soon. Albright said he will be traveling May 17 - June 4, 2024 for his son's wedding in Rome.

11.) Adjournment. Albright adjourned the meeting at 3:00 PM.

Respectfully prepared and submitted by;

Bruce E. Albright, City Council Member

Council Recommendations:

- approve Phase I engineering for alley/parking lots.

Follow up Actions:

- Continue to work on budgets, and future road funding needs.
- Continue to work on City parking, Work on handicap parking spots.

- Continue to work on snow removal, sidewalk, and parking ordinances/policies to address concerns.
- Continue to work with the Community Club on possible lighting changes for Main ST.
- Research options for W Lake ST funding. R/W acquisition.
- Status of E Lake ST and N Railway AVE R/W acquisition. Finish process.
- Meet with Garrett Dahlgren/Heath Courynea regarding W Sunset Strip R/W.
- Finalize plans for parking lot, alley, and liquor store paving, funding options.
- Finish slope work on Scharf AVE and Dianne AVE.
- Gravel for recycling site lot. Work with County.

Future Meeting Agenda Items:

- none, at this time.

Park advisory Board Meeting 3pm 4-25-2024
written and submitted by Maggie Puetz

- 1) Members Present: Maggie Puetz, Sherri Hanson, Tony Sailer, Steph Hogan, Chuck Hanson, Dean Haarstick.
Others Present: Cassie Woods, Jordan Grossman
- 2) No additions or Corrections
- 3) March minutes were approved with a motion by Hogan/Second Tony Sailer
- 4) WCI grants - Jordan Grossman presented the idea to use WCI grant money for a community garden. Park board decided it was too late to develop a plan to apply
- 5) Baseball Committee - Batting cages and tarps came in. They were \$700. The community club donated \$1500. The mounds will be redone the middle of June. Scoreboard is working and the irrigation system is working too.
- 6) Long Lake Master Plan - Julie Lammers contacted Widseth to design bathhouse, Quote not to exceed \$6,900. Looking to raise \$200,000 from Hairy man and Snaps + Hops.
- 7) City Worker Update - Martin house pole to be replaced. The pier and docks will be in next week. New garbage cans in place as well.
- 8) Swim Lessons - Nothing New
- 9) Flag Pole - Veterans
- 10) Budget
- 11) Next meeting May 23rd at 3pm
- 12) Adjournment 4:00 pm

City Council
2024 May Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, May 14, 2024

8. Staff Reports

- A. Liquor Store Manager
 - 1. Employee Resignation - Sara Stone
- B. Utilities Superintendent
- C. Clerk-Treasurer

Files Attached

- May Clerk-Treasurer Report.pdf
- Camera Quote.pdf
- 5.9.24 Construction permit issue regarding 1156 Frazee Ave.pdf
- Resolution 2024-05 Vergas Donation from Josh Hanson for park land.pdf

Clerk-Treasurer Council Report
May 2024

Camera's

Attached is quotes for both the ballfield and the government services office cameras.

Construction Permits

Construction permits and grade and fill permits have expanded, and I am spending about 15 hours a week working on permits. Concern with repairs at 1156 Frazee Area (see attached information). Otter Tail County does not issue permits for rip wrap and we may want to discontinue permits for areas below an ordinary high-water mark as this is the DNR's jurisdiction.

Resolution

Paperwork is complete for donation of park. See attached resolution.

Grants:

Applied:

Municipal Clerks Advanced Academy Grant, \$100.00. In process.

Government Services Building

New front door, window in Clerk-Treasurer office scheduled to be installed week of May 28. Office entry way scheduled to be painted by Memorial Day Weekend.

Employee Review

Receptionist Ronola Richards has worked for the city for 6 years as of April 10. Review was provided and employee performance rating code 28; needs improvement. Goals to master the utility billing program and update the website.

Education and Trainings:

Attended

Emergency Preparedness April 18, 2024 Perham Community Center

Discussed the importance of an alert and warning system. There are no tornado sirens; there are outdoor warning sirens. Siren means go indoors and get more information. If GPS location is turned on SMART911 will give alerts to your phone whenever you are in an area that has Smart911. Most important thing for employees and volunteers to do in an emergency is to document, document document. Activity involved damage and impact assessment of multiply tornadoes.

Loss Control April 23, 2024, St Cloud

Importance of a wellness program: more positive and productive employees. Allows employees to learn about healthy behavior.

Contracts reviewed what to look for with contracts and informed Clerks League Attorney Chris Smith will review contracts for free.

All city websites must by ADA compliant by December 31, 2024. I will work with our website for complacency.

Reviewed de-escalating behavior and diffusing situations. City needs to have a plan in place and employees need to know and practice the plan.

Otter Tail County Workforce Summit, April 24 Ottertail

Think big, start small and move fast. Otter Tail County has worked diligently to get people to come now it is time to work on keeping them here. Stressed the need for welcoming communities. Current unemployment in Otter Tail County is 3.3%, a record low. There are .4 people for every 1 job. Need to focus on what vergas can do for its residents. People do not want their community to provide everything they just need to get to the essentials within 45 minutes. Currently there is a fight for people, and we need to make everyone feel welcome. Advertise outside of our local area and meet their social needs when they get here.

Ringdahl Ambulance Meeting April 24 Fergus Falls

Ambulances are not essential services, and the government does not have to pay for this service. Ringdahl has been meeting with Otter Tail County for over a year and they do not want to take the problem with funding away from the state. 25 years ago ambulances were run by volunteers, but volunteerism is dying. Reasons for financial situation: If they do not transport someone, they receive no pay. Medicare has not increased their rates since 2003. The Medicare fix is 5-8 years away. There is a one-time emergency aid funding being discussed at the state level which would help for 2024. Jordan Rasmussen has introduced another bill to help with the crisis. Ambulances on the Iron Range are already closing. Ringdahl had 4 crews, they now have 2.

The following have paid: City of Pelican Rapids, Townships Norwegian Grove and Pelican. They have contracts stating they will pay with Candor and Erhard Grove Township. They are requesting any size payment. Vergas request is for either \$5,163.78 if we are figuring by household or \$6,652.96 if we are figuring by person. This information is based on all parcels with structures.

If funding is not received, they will be decreasing their services from ALS (full ambulance) to BLS Basic Life Support.

Attending

No training is scheduled.



**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 – BALL PARK

- 1 – AXIS, OUTDOOR, IP, H.264, HD 20.0 MEGA PIXEL, 360 DEGREE DOME CAMERA, DAY/NIGHT, VIDEO MOTION DETECTION, POE SUPPORTED, **"FOUR CAMERAS IN ONE HOUSING"**, MOUNTING BRACKET AND PENDENT KIT
- 1 – EXACQVISION CAMERA LICENSE
- 1 – EXACQVISION SOFTWARE UPDATE TO CURRENT VERSION
- 1 – WIRELESS ROCKET WITH ANTENNA
- 1 – WIRELESS POINT TO POINT TRANSMITTERS
- 1 – TRANSMITTERS MOUNTING BRACKETS
- 1 - POWER SUPPLIES
- 1 - WIRELESS OUTDOOR ENCLOSERS WITH AN 8 PORT POE SWITCH
(WILL NEED AN ELECTRICIAN TO HARD WIRE THE ENCLOSERS)
- 1 - PLENUM CAT6 CABLE & SUPPLIES
- 1 – INSTALLATION OF THE CAMERA AND SOFTWARE

INSTALLED PRICE FOR COMPLETE SYSTEM: \$6,980.00



DETAILS

- A NEW MULTI SENSOR CAMERA WILL BE INSTALLED.
- 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 _____

S & S Security Services, LLC

20679 State Hwy 108
Pelican Rapids,MN 56572
Phone # 218-863-4970

Estimate

Date	Estimate #
5/13/2024	1213

Name / Address
City of Vergas 111 East Main St. POBox 32 Vergas, MN 56587

Description	Qty	Rate	Total
Baseball Field			
Uniarch by Uniview 4K Ultra HD 8mp NDAA	1	350.00	350.00
Compliant 4 CH IP Network Video recorder			
UNV 8MP HD TR 2.8mm Fixed Eye NDAA	1	285.00	285.00
Compliant Turret Network Camera			
Junction Box for ANC-218FB	1	20.00	20.00
CAT5 4 pr. 24 ga.	50	0.30	15.00
RJ-45 CABLE CONNECTORS	2	1.50	3.00
Labor	2	80.00	160.00
Estimates are good for 30 days.		Subtotal	\$833.00
		Sales Tax (0.0%)	\$0.00
		Total	\$833.00



**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 – AXIS, OUTDOOR, IP, H.264, HD 4.0 MEGA PIXEL, DOME CAMERAS, BUILT IN IR ILLUMINATION, DAY/NIGHT, WDR, VIDEO MOTION DETECTION, 2688 X 1520 RESOLUTION, FIXED 2.4 MM LENS, POE SUPPORTED
- 2 – AXIS, INDOOR, IP, H.264, HD 4.0 MEGA PIXEL, DOME CAMERAS, DAY/NIGHT, VIDEO MOTION DETECTION, 2688 x 1520 RESOLUTION, FIXED 1.8 MM LENS, POE SUPPORTED
- 1 – WIRELESS POINT TO POINT TRANSMITTERS
- 1 – TRANSMITTERS MOUNTING BRACKETS
- 1 - POWER SUPPLIES
- 1 - EIGHT PORT POE SWITCH
- 1 - PLENUM CAT6 CABLE & SUPPLIES
- 1 – INSTALLATION OF THE HARD DRIVE, SERVER, CAMERAS, AND SOFTWARE

INSTALLED PRICE FOR COMPLETE SYSTEM: \$4,890.00



DETAILS

- THREE NEW IP CAMERAS WILL BE INSTALLED AND PROGRAMMED INTO THE EXISTING NVR.
- 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 _____

S & S Security Services, LLC

20679 State Hwy 108
Pelican Rapids,MN 56572
Phone # 218-863-4970

Estimate

Date	Estimate #
2/26/2024	1147

Name / Address
City of Vergas 111 East Main St. POBox 32 Vergas, MN 56587

Description	Qty	Rate	Total
4CH UNV 4 POE 4K HDMI NVR 4TB HDD	1	750.00	750.00
22" LED 1920X1080P monitor	1	129.00	129.00
UNV 8MP 2.8 MM Fixed Turret Dome Camera	2	285.00	570.00
Turret Wall Mount	2	45.00	90.00
CAT5 4 pr. 24 ga.	200	0.30	60.00
RJ-45 CABLE CONNECTORS	6	1.50	9.00
Installation Supplies , Surge strip etc.	1	45.00	45.00
2U Equipment Mounting Rack	1	45.00	45.00
Labor	6	80.00	480.00
Estimates are good for 30 days.		Subtotal	\$2,178.00
		Sales Tax (0.0%)	\$0.00
		Total	\$2,178.00

Construction Permit Issue:

Parcel 82000500188000

Address: 1156 Frazee Ave

Tuesday, May 7, Mike called Julie and stated, he noticed a pile of rocks in the driveway of 1156 Frazee Ave , and they were working by the lake.

Julie sent an email to Ryan Weibye stating to stop working and fill out a construction permit to work within the City Limits. Ryan called Julie and stated he had an Ice Ridge and Repair permit from Otter Tail County, and they had told him he did not need any other permits to repair the shoreline. Julie explained to Ryan that his property is within the city limits and the city has authority and he needs to fill out a permit.

Keith Gummeringer, Midwest Tree (Company doing the work at the lakeshore) called Julie and stated they do this work all over and have never needed a permit before. They would be just repairing the current shoreline and not bringing in any fill so no silk fence would be needed. Julie stated she would check with the County to see if they had an ice ridge and repair permit and that she needed to know what work was being done.

Wednesday, May 8 Mike sent a picture showing the trail which was damaged due to vehicles driving on the trail by Midwest Tree. Mike told the employees to stay off the trail and that they would be repairing the trail.

Julie contacted Otter Tail County Highway Department and no permit to work in County Right of Way had been filled out. Julie contacted Land and Resource Management and they stated they do not have jurisdiction within the city and would have told the property owner this. No permits are issued by the county when they do not have jurisdiction.

Thursday, May 9, Mike contacted Julie stating they are now building a retaining wall on the property, but they are using a wagon and not driving on the trail.

Monday, May 13, 2024

Mike called and said they did not build retaining wall they put in cement steps.

Options to proceed:

Contact owner again regarding trail damage and permit needed.

Turn the issue over to the City Attorney.

RESOLUTION 2023-004
RESOLUTION ACCEPTING DONATION RECEIVED

WHEREAS, Minnesota Statutes Section 465.03 provides that donations to the City be accepted by resolution of the City of Council; and

WHEREAS, the City of Vergas has received the following donation:

Parcel 820000990306000 in Lawerance Lake Acres 1st Addition

WHEREAS, it is the recommendation of the Vergas City Clerk that the City accept this donation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Vergas, Minnesota:

That the City graciously appreciates and accepts this donation and will use it as prescribed.

Passed and Adopted by the Council on this 14th day of May 2024.

CITY OF VERGAS

By: Julie Bruhn
Its Mayor

ATTEST: _____
By: Julie Lammers
Its City Clerk-Treasurer

City Council
2024 May Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, May 14, 2024

9. Information & Announcements

Trainings:

1. League of MN Cities Annual Conference June 26-28, 2024 in Rochester (Bruhn, Albright)
2. Clerks Advanced Academy- September 19-20, 2024 (Lammers)

Events:

1. Household Hazardous Waste Day, Thursday, June 20, 2024 10:00 - 2:00