

City Council
2024 June Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, June 11, 2024

- 1. Call to Order**
- 2. Citizens' Concerns**
- 3. Agenda Additions and Deletions**
- 4. Approval of Consent Agenda**
 - A. Council Minutes of the May 4, 2024
 - B. Bills paid between Council meetings and Council bills
 - C. Liquor Store bills for May 2024
 - D. Late water/sewer bills
 - E. 2024 Investment Schedule/Bond Schedule
 - F. General Fund Special Revenue Money Market Account
 - G. 2024 Statement of Receipts, Disbursements and Balances
 - H. American Rescue Plan Funding 2021-2026
 - I. Committee Reports:
 1. Event Center Advisory Board
 2. Park Advisory Board
 3. Water and Sewer
 1. Hydrant Flushing Policy (format change only)
 4. EDA/HRA
 - J. Community Requests
 1. Vergas Community Club - Looney Days Street Closures
 2. Otter Coffee -Thursday's Summer Music & Food Trucks on Main Street
 3. Vergas Community Fund - Park Fundraising
- 5. Right of Way (located by 110 W Elm St)**
- 6. Central Regional Sustainable Development Partnership (CRSDP) Grant**
- 7. Empowering Small MN Communities Program**
- 8. Committee Reports**
 - A. Planning Commission
 1. Interim Use Permit - Mark Sand and Gravel
 2. Bunkowski Gravel Pit Report 2024
 3. Commercial Construction Permit Late Fee
- 9. Staff Reports**
 - A. Utilities Superintendent
 - B. Clerk-Treasurer
- 10. Information & Announcements**

Trainings:

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

Events:

 - A. Household Hazardous Waste Day, Thursday, June 20, 2024 10:00 - 2:00
- 11. Adjournment**

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| Vergas EDA/HRA | 19 |
| Call to Order | 19 |
| Agenda Additions and Deletions | 19 |
| Status of Recommendations to City Council | 19 |
| Lammers informed members the Council has delayed the special assessments on the HRA lots until they are sold. | 19 |
| 2024 Special assessments will still need to be paid (first half was paid in May). Commissioners stated the amount paid in 2024 will come off the amount owed leaving more for the EDA/HRA once the lots are sold. | 19 |
| Minutes | 19 |
| Financial Update | 19 |
| New Business | 19 |
| CEDA First Impression Report | 19 |
| CEDA Representative Jordan Grossman reviewed the first impression report and members discussed website, citizens moving in and out of Vergas. | 19 |
| BR&E Programs (Marketing resources, advertising, etc.) | 19 |
| Discussed revolving loan fund and using the \$15,000.00 to start. Grossman will bring more information to the July meeting. | 19 |
| Old Business | 19 |
| Council Recommendations | 20 |
| None. | 20 |
| Planning Commission Recommendation | 20 |
| Change zoning map to future map as Comprehensive Plan suggests with the following changes: change all conditional use lots for commercial to commercial and add public use for lots owned by the city. | 20 |
| Follow up Actions | 20 |
| Members review proposed ordinances. | 20 |
| 5. Baseball Committee Diamond Doctors was hired by Frazee Scholl Baseball to redo mounds and | 31 |
| Plate. | 31 |
| 5. Right of Way (located by 110 W Elm St) | 42 |
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 - 1. Vergas Community Club - Looney Days Street Closures
 - 2. Otter Coffee -Thursday's Summer Music & Food Trucks on Main Street
 - 3. Vergas Community Fund - Park Fundraising

Files Attached

- 06.2024 City Bill Listing.pdf
- 6.11.24 Claims List for approval.pdf
- 06.2024 Liquor Store Bill Listing.pdf
- 06 Utility past_due_customers (19).pdf
- 2024 Investment Schedule & Bond Schedule.pdf
- 2024 General Fund_Special Revenue Money Market Account Report.pdf
- Final - American Rescue Plan Funding 2021-2026.pdf
- 5.28.24 Event Center Advisory Board Minutes.pdf
- Water-Sewer-Meeting_5_20_24.pdf
- Proposed Hydrant Flushing Policy_.pdf
- 06.5.2024 EDA_HRA Agenda Minutes.pdf
- 2024 Looney Day City Worker Help.pdf
- 2024 Street Closure Request.pdf
- Otter Tail County Looney Days Street Closure.pdf
- 6.6.24 Music and Food Trucks on Main.pdf
- 06 Statement of Reciepts, Disbursements and Balances.pdf
- 05.14.24 Council Minutes.pdf
- 5.23.24 Park Board.pdf
- 06.Interim Financial Report-Monthly Anaylysis General Fund.pdf
- 06.Interim Financial Report-Monthly Anaylysis Sewer Fund.pdf
- 06.Interim Financial Report-Monthly Anaylysis Water Fund.pdf

CITY OF VERGAS
 Bill Listing for May 16 to June 6, 2024

| <u>VENDOR</u> | <u>DESCRIPTION</u> | <u>TOTAL</u> |
|---|----------------------------|--------------------|
| Anthony Byod | Water, Sewer, reimbursment | 440.50 |
| City of Vergas | Payroll | 10,681.48 |
| City of Vergas | GG, water and sewer | 58.58 |
| Internal Revenue Services | Withholding Tax | 3,054.07 |
| Jezmae Burkett | Event, printer | 92.34 |
| MN Dept. of Revenue | Sales Tax | 288.62 |
| MN Dept. Revenue | Withholding Tax | 548.24 |
| PERt Near Stone | Concert-reimbursed | 2,500.00 |
| Public Employees Retirement Assoc. | Payroll | 2,093.40 |
| Vergas State Bank | HAS contributions | 430.00 |
| Total for bills paid between Council Meetings | | <u>\$20,187.23</u> |

Date Range : 6/3/2024 To 6/11/2024

| <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> |
|-------------|-----------------------------|---|----------------|--------------|------------------|--|---------------|
| 06/11/2024 | Ace Electric and Lighting | Water, generator receptacles paid by Amer. Rescue Funds & Mn Dept of Health Grant | 24668 | \$21,000.00 | | | |
| | | | | | 601-49440-999- | Water Utilities - Administration and General | \$10,000.00 |
| | | | | | 601-41990-999- | Other General Government - CARES | \$11,000.00 |
| 06/11/2024 | ALL FLAGS, LLC | Gg, flag and stand set | 24669 | \$203.81 | | | |
| | | | | | 100-41010-210- | GENERAL GOVERNMENT | \$203.81 |
| 06/11/2024 | Arvig | GG, Shop, Event, LS, internet, cameras | 24670 | \$641.66 | | | |
| | | | | | 609-49751-321- | Liquor Store - Manager - Off-Sale | \$124.27 |
| | | | | | 100-43010-321- | City Shop | \$67.50 |
| | | | | | 100-45110-321- | EVENT CENTER | \$92.00 |
| | | | | | 100-41010-321- | GENERAL GOVERNMENT | \$357.89 |
| 06/11/2024 | Corporate Technologies, LLC | All Depts, Technology Inv #165.00 | 24672 | \$165.00 | | | |
| | | | | | 100-41010-200- | GENERAL GOVERNMENT | \$165.00 |
| 06/11/2024 | Michael DuFrane | St, Park, Sewer, Water, cell phone reimbursment | 24673 | \$75.00 | | | |
| | | | | | 100-43110-321- | Highways, Streets & Roadways | \$18.75 |
| | | | | | 100-45210-321- | Parks | \$18.75 |
| | | | | | 601-49440-321- | Water Utilities - Administration and General | \$18.75 |
| | | | | | 601-49440-321- | Water Utilities - Administration and General | \$18.75 |
| 06/11/2024 | Driveway Service | Streets, blading | 24674 | \$500.00 | | | |
| | | | | | 100-43110-210- | Highways, Streets & Roadways | \$500.00 |
| 06/11/2024 | Gopher State One Call | Wtr, Swr, Locates | 24675 | \$16.20 | | | |
| | | | | | 602-49490-210- | Sewer Utilities - Administration and General | \$8.10 |
| | | | | | 601-49440-210- | Water Utilities - Administration and General | \$8.10 |

Date Range : 6/3/2024 To 6/11/2024

| <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> |
|-------------|----------------------------------|--|----------------|--------------|----------------------------------|--|---------------------|
| 06/11/2024 | Great Plains Natural Gas Company | Event, City Shop utility | 24676 | \$417.90 | | | |
| | | | | | 100-45110-380- 100-43010-380- | EVENT CENTER City Shop | \$348.71 \$69.19 |
| 06/11/2024 | Matthew Engebretson | St, Pk, reimbursed cell phone | 24677 | \$25.00 | | | |
| | | | | | 100-43110-321- 100-45210-321- | Highways, Streets & Roadways Parks | \$12.50 \$12.50 |
| 06/11/2024 | Julie Lammers | Clerk, Cell Phone Reimbursement, soundproof panels | 24678 | \$101.07 | | | |
| | | | | | 100-41405-321- 601-49440-321- | Clerk Water Utilities - Administration and General | \$25.00 \$25.00 |
| | | | | | 602-49490-321- | Sewer Utilities - Administration and General | \$25.00 |
| | | | | | 100-41010-220- | GENERAL GOVERNMENT | \$26.07 |
| 06/11/2024 | Lakes Community Cooperative | Street, operating fuel | 24679 | \$102.77 | | | |
| | | | | | 100-43110-210- | Highways, Streets & Roadways | \$102.77 |
| 06/11/2024 | Leighton Broadcasting | Event, 2024 advertising | 24680 | \$313.00 | | | |
| | | | | | 100-45110-340- | EVENT CENTER | \$313.00 |
| 06/11/2024 | Marco Inc | Copier, contract | 24681 | \$200.02 | | | |
| | | | | | 100-41010-200- 601-49440-200- | GENERAL GOVERNMENT Water Utilities - Administration and General | \$66.67 \$66.67 |
| | | | | | 602-49490-200- | Sewer Utilities - Administration and General | \$66.68 |
| 06/11/2024 | MCFOA | Clerk, dues | 24682 | \$50.00 | | | |
| | | | | | 100-41405-345- | Clerk | \$50.00 |
| 06/11/2024 | MCFOA | Clerk, meeting expense Friday, Oct 4 | 24683 | \$50.00 | | | |
| | | | | | 100-41405-345- | Clerk | \$50.00 |

Date Range : 6/3/2024 To 6/11/2024

| <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> |
|-------------|--------------------------------------|--|----------------|--------------|--|---|---|
| 06/11/2024 | MINNESOTA DEPARTMENT OF HEALTH | Water, connection fee | 24684 | \$410.00 | 601-49440-438- | Water Utilities - Administration and General | \$410.00 |
| 06/11/2024 | Otter Tail Power Company | All depts, utility | 24685 | \$2,006.66 | 100-43010-380- 602-49490-380- 100-43160-380- 100-45110-380- 100-45210-380- 601-49440-380- 100-41010-380- | City Shop Sewer Utilities - Administration and General Street Lighting EVENT CENTER Parks Water Utilities - Administration and General GENERAL GOVERNMENT | \$103.48 \$250.64 \$646.30 \$262.35 \$102.38 \$585.22 \$56.29 |
| 06/11/2024 | Larry Schermerhorn | Event, Deposit | 24686 | \$75.00 | 100-45110-999- | EVENT CENTER | \$75.00 |
| 06/11/2024 | Schroeder Construction LLC | Yard Waste, push pile and level lot | 24687 | \$980.00 | 100-43128-400- | YARD WASTE | \$980.00 |
| 06/11/2024 | Tammy Kinsella | LS, Event, Road Trip Ad | 24688 | \$365.00 | 100-45110-340- 609-49751-340- | EVENT CENTER Liquor Store - Manager - Off-Sale | \$182.50 \$182.50 |
| 06/11/2024 | Kyle Theisen | LS, Cell Phone Reimbursement | 24689 | \$25.00 | 609-49751-321- | Liquor Store - Manager - Off-Sale | \$25.00 |
| 06/11/2024 | Vestis | Event, Mats & supplies inv 2520400620, 2520393031, 2520385395 | 24690 | \$365.13 | 100-45110-220- | EVENT CENTER | \$365.13 |
| 06/11/2024 | Vergas Hardware | All Depts, supplies | 24691 | \$253.60 | 100-41010-210- | GENERAL GOVERNMENT | \$136.92 |

Date Range : 6/3/2024 To 6/11/2024

| <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> |
|---------------------------|---------------|--------------------|----------------|--------------|------------------|---|---------------|
| | | | | | 100-43010-210- | City Shop | \$39.44 |
| | | | | | 100-45210-210- | Parks | \$28.15 |
| | | | | | 601-49440-210- | Water Utilities - Administration and General | \$44.98 |
| | | | | | 100-45110-210- | EVENT CENTER | \$4.11 |
| Total For Selected Claims | | | | \$28,341.82 | | | \$28,341.82 |

| | | |
|-------------------|--------------------------------|------|
| 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 May 2024

| Vendor | Description | Total |
|---|---------------------------------------|----------------------|
| Artisan Beer Company | | \$1,096.30 |
| Arvig Communications | Security and Internet | \$248.54 |
| Bellboy Corporation | | 1,028.15 |
| Bergseth Bros | | 27,085.94 |
| Beverage Wholesalers | | 6,995.09 |
| Blue Cross Blue Shield of MN | Employee Health Insurance | 3,413.12 |
| Breakthru Beverage MN Wine and Spirits | | 6,405.77 |
| City of Vergas | Water/Sewer | 60.02 |
| City of Vergas | Payroll | 5,578.03 |
| Colonial Life | Employee reimbursed Insurance | 124.12 |
| Corporate Tech | Technology | 108.60 |
| D-S Beverage | | 13,635.45 |
| Elan Financial Services | Supplies | 80.44 |
| Frazee-Vergas Forum | Advertising | 55.00 |
| Great Plains Nat Gas | Utility | 39.23 |
| Internal Revenue Service | Withholding Tax | 1,565.80 |
| Johnson Brothers Liquor Co | | 8,072.77 |
| Klockow Brewing Company | | 240.00 |
| Merchant Services | Credit Card Fees | 902.73 |
| MN Dept. of Revenue | Sales Tax | 5,432.00 |
| MN Dept. Revenue | Withholding Tax | 209.49 |
| MN Life Ins Company | Em. Life Ins | 151.20 |
| Otter Tail County Treasurer | LS, property taxes | 651.00 |
| Otter Tail Power Company | Utility | 379.18 |
| Phillips Wine & Spirits | | 5,130.43 |
| Public Employees Retirement Assoc. | Payroll | \$1,000.13 |
| Southern Wine & Spirits of MN | | 9,230.04 |
| Steve's Sanitation | 1 year garbage pickup | \$549.51 |
| Theisen, Kyle | Reimbursed Cell phone | 25.00 |
| Vergas State Bank | HSA Contributions | 407.00 |
| Vestis | Rugs | \$74.50 |
| Viking Coca-Cola Bottling Co | | 1,375.45 |
| Wine Merchants | | 159.02 |
| | Total | <u>101,509.05</u> |
| | May Receipts | <u>98,628.68</u> |
| May Balance | | <u>(\$2,880.37)</u> |
| | January-April Operating Income (Loss) | <u>(\$35,917.63)</u> |
| 2024 Total Operating Income (Loss) | | <u>(\$38,798.00)</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 | 230 | Weldon, Ben & Nicole | Active | 230 | 125 N 3rd Ave | 91 | 82.33 | 456.18 | 0.00 | 05/23/2024 | 150.00 | 88805354 | WATER | Yes |
| 2 | 0 | 621 | Woods, Cassandra | Active | 82000990123000 | 304 S Pelican Ave | 91 | 33.50 | 281.84 | 0.00 | 04/15/2024 | 300.00 | 87137796 | WATER | Yes |
| 2 | 0 | 1361 | Longtin, Trisha | Active | 1361 | 401 E Scharf Ave | 123 | 71.58 | 285.32 | 0.00 | 06/03/2024 | 54.00 | 88707192 | WATER | Yes |
| Total | | | | | | | Count: 3 | 187.41 | 1,023.34 | | | | | | |

City of Vergas Investments

| | <u>Account Number</u> | <u>12/31/23 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 | 976.41 | 295,419.52 | 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 | 1,449.35 | 909,480.03 | |

City of Vergas Bond Schedule

| Title | <u>Purchase Date</u> | <u>Req. 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% | 10.94 | 0.00 | 100,000.00 | 4,423.82 |
| City Shop | 8,078.61 | 2.05% | 20.02 | 0.00 | 0.00 | 8,098.63 |
| Easements | 5,224.43 | 1.32% | 12.89 | 0.00 | 0.00 | 5,237.32 |
| Event Center | 960.36 | 0.24% | 2.34 | 0.00 | 0.00 | 962.70 |
| Event Center Electronic Sign | 10,037.60 | 2.54% | 24.80 | 0.00 | 0.00 | 10,062.40 |
| General | 14,536.02 | 3.69% | 36.03 | 0.00 | 0.00 | 14,572.05 |
| Park | 20,711.99 | 5.25% | 51.26 | 0.00 | 0.00 | 20,763.25 |
| Sand Seal (Seal Coating) | 13,012.13 | 3.30% | 32.22 | 0.00 | 0.00 | 13,044.35 |
| Sidewalk | 14,938.79 | 3.79% | 37.01 | 0.00 | 0.00 | 14,975.80 |
| Street Improvements/Equipment | 41,554.87 | 10.54% | 102.91 | 0.00 | 0.00 | 41,657.78 |
| 2019 Street Project | 150,562.67 | 38.17% | 372.70 | 0.00 | 100,000.00 | 50,935.37 |
| 2006 Street Project | 110,412.76 | 27.99% | 273.30 | 0.00 | 0.00 | 110,686.06 |
| Balance | \$494,443.11 | 100.00% | \$976.41 | \$0.00 | \$200,000.00 | 295,419.52 *** |

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

Current Committed Total 129,374.28

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 | Parking Paving | General Government | 347.19 |
| Total Expenses - reported 04/25/2024 report | | | 27,467.35 |
| Water Plant | Generator Pigtails | Water Plant | 10,000.00 |
| Total Expenses - to be reported in 2025 | | | \$37,467.35 |
| Report will be marked final. | | | |

V.E.C BOARD MEETING

VERGAS EVENT CENTER

City of Vergas

Vergas Event Center and Zoom ID
267-094-2170

5/28/2024 Time: 5:37pm

In Attendance: Members: Paul Pinke, Jay Norby, Deb Jacoby, Bev Flateland and Event Center Coordinator Jezmae Burkett. **Absent:** Paul Haarstick, Vanessa Perry.

Called to order by Paul Pinke

Approval of Agenda

Motioned by Bev F. carried by Deb Jacoby, and Jay Norby.

Minutes

Motioned by Jay N. Approved by Bev F. and Paul Pinke.

STATUS OF RECOMMENDATIONS TO COUNCIL

Received requested bulletin board.

New stove needed; Current stove burner sparked when used by Lions member. Mike Dufrane and Jezmae B. called the VULCAN company to order new part. We were informed there are no parts or substitutes available. As the model in kitchen is obsolete. The day it sparked on Lions' members they just didn't use the sparky burner. The other four did not spark, it is still a safety hazard in its condition.

INCOME AND EXPENSE

Utilities still above budget for year. We figure it may be the older coolers in the bar area which are kept running. Shutting them down between the times needed caused them to not work in the past. Lions' 'members had to order and replace an expensive part. Discussed finding a way to check energy consumption of coolers.

BUILDING REVIEW

The roof leak is fixed.

Jay Norby has stated that a 4x8 Sheet of backsplash costs \$34.69. Joint compound costs \$40 a 5gallon bucket. Silicone caulk would be needed to seal out water. He plans to come in and measure the hole under the sink.

Tabled the idea of new coke machine for bar. As the stove issue is a safety hazard, it therefore takes priority over other equipment needs.

FUNDRAISING EVENTS

Norby informed us a comedian show would be \$1,500 for 1.5hr with 2comedians. Was waiting to hear back how much profit was made by his contact. Who had to calculate as he just lumped everything together. That person also donated prime rib for supper. It was unanimously agreed that popcorn (light snack) and a show was more appropriate. Jay should be able to provide the mentioned info by July.

It was brought up how much proceeds purse bingo brought in, though it was chaotic to run. If such an Jay stated was done with a Tool Bingo, he once attended.

Norby suggested asking beer reps. Of any type of promotional chili feeds or anything that could be utilized to raise funds.

Jezmae will ask Kyle T. liquor store manager to ask beer representatives for such possibilities.

Deb mentioned the community club always receiving grants, we decided it was worth looking into. Jezmae will do some research online.

ADJORNMENT

Motion to Adjourn by Deb Jacoby. Unanimously Carried at 6:22pm.

Minutes Recorded, typed, and submitted by: Jezmae Burkett

Council Recommendations

Consider some type of budget towards a new stove, preferably something energy efficient. It may cost more upfront but will pay off in the long run.

Follow Up Actions

Measure and assess wall repair for hole under sink.

Research for possible grants.

City of Vergas

Water/ Sewer Committee

Date: Monday, May 20, 2024, at 9am

Present: Natalie Fischer, Julie Lammers, Mike DuFrayne, Dean Haarstick

1. **Additions and Deletions:** Hydrant Flushing Policy was added (#6).
2. **SCADA - notification system:** Still waiting for the meter due to needing a 22" spacer that is on order. Once installed the system will have to sit for three weeks (assume that this is for calibration purposes).
3. **Generator Pigtails:** The lower box is almost done; waiting on elbow. Mike has benchmarked others to ensure that the pigtail is compatible with their systems.
4. **Water Sewer Ordinances:** Committee reviewed the recommended changes from Mike.
 - 51.086: Update Grease, oil, and sand interceptors shall be ~~provided~~ **required** when....
 - 51.092: Mike recommended the time frame be 'less'. Julie will check to see what the state requirements are for the time frame.
 - 52.28: Update to read 'service will be shut-off at the ~~curb stop~~ **corp main stop**.
 - 52.31-C: Update 'Copper pipe and ductile **200 PSI Poly Pipe**...
 - 52.7-C: Remove this section. We do not currently require annual license updates with the city. Any plumbing company would need to be licensed with the state and follow standard code and regulations.
5. **Budget:** Overall, within budget. Looking very good for Sewer Budget. We are over on Water Debt Services (414); this is due to the pumps coming in at \$13,200 versus the \$10,000 budgeted amount.
6. **Hydrant Flushing Policy** – Mike had concern regarding policy but after reviewing realized it had already been updated to be more generic. (Past listed business names and dates for flushing; current does not).

Follow Up Actions:

- 1) Julie will check to see what the state requirements are 51.092 of Water Sewer Ordinance to find if '30 Day' service connection requirements are mandatory or if the time frame can be reduced.
- 2) Julie updated that she is working with Minnesota Rural Water to do an assessment of the water fees. This is done periodically to ensure that Vergas rates are where they should be based on our costs and rates around the areas.
- 3) Planning Commission to review the proposed changes to the Water/ Sewer Ordinance.

Recommendations for Council:

- None
-

Meeting Adjourned at 10:20 am.

Meeting Recorder: Natalie Fischer

City of Vergas
Policy for Hydrant Flushing Policy

Introduction: The City of Vergas is committed to maintaining our hydrants and keeping our businesses informed as water quality and pressure greatly affects their business.

Policy:

- A. Hydrants will be flushed twice a year (spring and fall) by a date determined by the Utilities Superintendent.
- B. Notifications of scheduled hydrant flushing will be given as follows:
 - 1) CDH-Vergas Fire Department and Vergas businesses will be notified by City personnel of the flushing of hydrants 5 days before flushing is scheduled.
 - 2) Schedule will be posted on Event Center electronic sign.
 - 3) Post will be made on Facebook.
 - 4) Post will be placed on the City website.
 - 5) If time allows hydrant flushing schedule will be posted in the city newsletter.

Adopted this 11th day of June by the City council of the City of Vergas.

Julie Bruhn,
Mayor

ATTEST:

Julie Lammer
City Clerk-Treasurer

**Vergas EDA/HRA
Government Services Center & Zoom
2:00 PM on Wednesday, June 5, 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 Wednesday, June 5, 2024, at 2:00 pm in a hybrid meeting at the Vergas Government Services building and on zoom with the following members: DuWayne Ditterich, Paul Sonnenberg, and Joy Summers. Absent: Bruce Albright and Vanessa Perry. Also Present: City Clerk-Treasurer Julie Lammers; CEDA Representative Jordan Grossman; and Editor 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 Summers, seconded by Sonnenberg to approve agenda as presented. Motion passed unanimously.

Status of Recommendations to City Council

Lammers informed members the Council has delayed the special assessments on the HRA lots until they are sold. 2024 Special assessments will still need to be paid (first half was paid in May). Commissioners stated the amount paid in 2024 will come off the amount owed leaving more for the EDA/HRA once the lots are sold.

Minutes

Motion by Summers, seconded by Sonnenberg to approve the minutes of May 8, 2024. Motion passed unanimously.

Financial Update

Lammers reviewed the 2024 income and expenses.

New Business

CEDA First Impression Report

CEDA Representative Jordan Grossman reviewed the first impression report and members discussed website, citizens moving in and out of Vergas.

BR&E Programs (Marketing resources, advertising, etc.)

Discussed revolving loan fund and using the \$15,000.00 to start. Grossman will bring more information to the July meeting.

Old Business

2024 Housing and Economic Goals

Sonnenberg informed members he has left messages for property owners regarding developing land, but no one has returned his calls. Lammers stated Mark Sand and Gravel is willing to sell property, but the corner is very steep and may not be buildable. Lammers is to contact developer and allow them to decide if this is property that should be pursued.

Vergas Zoning Map

Very little land in Vergas is developable due to owners not wanting to sell or change their land. Discussed maps and land which could be used for commercial use. Discussed lots that are residential but have conditional use permits to be commercial. Motion by Summers, seconded by Sonnenberg to recommend to Planning Commission to update the zoning map as the future map in the comprehensive plan with the addition of making any parcel with a conditional use permit for commercial land commercial and changing all City property to a different color and naming it public use. Motion passed unanimously.

EDA/HRA Bylaws

Lammers had City Attorney Tom Winters review language and he made no changes. Winters stated Summers can sell the lots but will need to recuse herself on all votes and discussion regarding buying or selling as she has a personal interest in the sale.

Vergas EDA lots on Eva and Diane

There has been some interest in the lots and it would be very helpful if the lots were mowed. Lammers will contact the utilities department. Ottertail County HRA will need to give the city a quit claim deed on the lots currently in their name and the Vergas HRA will need to give the county a quit claim deeds on the lots they are trading. Vergas HRA will wait for County to proceed on the trading of the lots.

Adjourn

July meeting is scheduled for July 3rd which is a very busy time in Vergas. Motion by Summers, seconded by Sonnenberg to move the meeting to Wednesday, July 10th. Motion passed unanimously.

Motion by Summers, seconded by Sonnenberg to adjourn the meeting at 3:07 p.m. Motion passed unanimously.

Julie Lammers, CMC

City Clerk-Treasurer

City of Vergas

Council Recommendations

None.

Planning Commission Recommendation

Change zoning map to future map as Comprehensive Plan suggests with the following changes: change all conditional use lots for commercial to commercial and add public use for lots owned by the city.

Follow up Actions

Members review proposed ordinances.

Looney Days 2024 City Worker Help

General Locations of events:

1. Main Street Street Fair **Saturday**
2. In front of Hanson's P&H: Bean Bags, Beer Garden, Street Dance **Saturday**
3. Baseball Field: Wiener Dog races, Inflateables, BGC Games **Saturday**
4. At Long Lake Loon Park
 - a. Need **NO PARKING AFTER 2PM** at the beach on **Friday** (Sign should go up in morning)
 - b. Kids Fishing in morning – Water Ski Show - **Friday**
 - c. Tribute Band with Food Trucks - **Friday**
 - d. 5K- **Saturday**
 - e. Road Rally- **Saturday**
 - f. Little Kids Pageant, Loon Calling, Puppy Plunge, Water Ski Show- **Saturday**
 - g. Oelslager property for parking (tentative) – both **Friday** and **Saturday**
5. Main Street: Collector Car Show, Parade and Water Fights **Sunday**

GARBAGE:

1. Need garbage bins at locations above.
2. Garbage needs to be emptied at the beach after Friday night or before 7am Saturday morning.

SPOOLS AND TABLES LOCATIONS:

1. 8 spools 8 tables at Beach for Friday and Saturday – Can be brought down anytime prior.
2. 8 spools 8 tables by Bean Bag area for Saturday – Can put in Summers lot ahead of time.
3. 4 picnic tables by Map sign in ReMax Parking lot - anytime
4. 2 picnic tables in alley by Ditterich- Can be put behind liquor store ahead of time.
5. 4 spools at Baseball Field for Wiener Dog Races - anytime
6. Picnic tables moved from lower Lions Shelter at park to Loon area. (leave 2 down there if enough) This can be done anytime prior

Misc:

1. Need cones to put along Hwy 4 for no parking on Friday night and around corner by Billy's & Trailer at Teigens. Put in park anytime, by restrooms.
2. Set out Parade cart for parade and no parking signs & cones for street fair- put behind bank
3. Barricades available at Loon Park for Friday and Main Street for Saturday and Sunday
4. Cones needed for 5k and need to be at beach (could use the ones that the road is blocked with)
5. Need Loon Caricature out on Main Street – Put it down by the new Lake Map sign anytime.
6. Need to move bleachers at Baseball field to Wiener Dog Track
7. Need to pick up and return bleachers from Frazee School. 3 hours estimated for both trips.
8. Mark sprinkler heads in baseball field – could be done anytime the end of July.

Note: As requested previous years, the ideal would be to have a city worker on Saturday and Sunday. So many last minute things come up, it is next to impossible to anticipate what is needed.

Contact People

Sherri – Overall- 218-849-9083

Patty Klatt – Street Fair – 218-849-2524

Sydney Glawe – Street Dance and Beer Garden – 218-234-4050

Digger – Wiener Dog Races – 763-370-9796

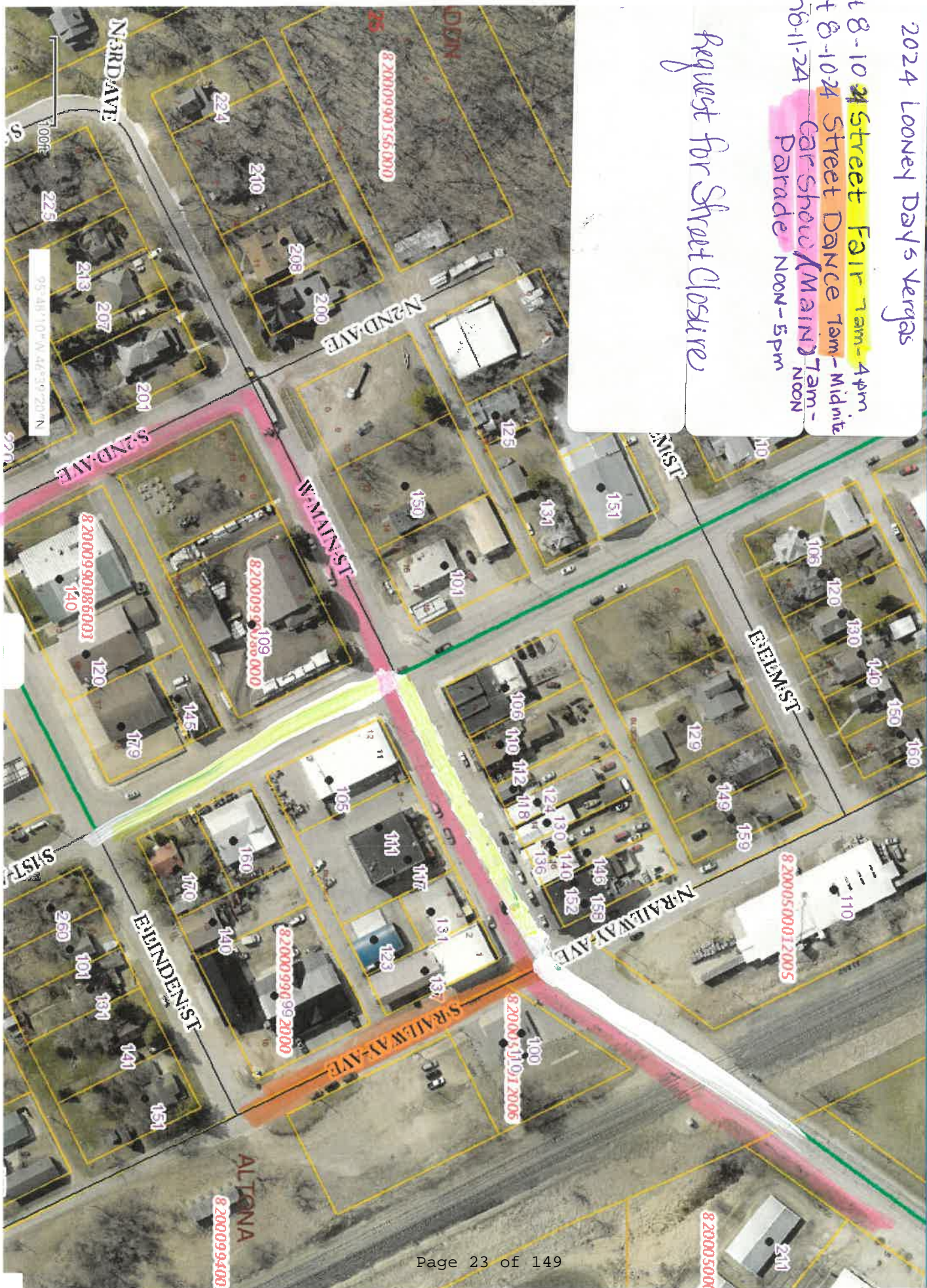
Patty Jaeger – Parade – 218-234-1451

Tammy Kinsella – Rummage Sales – 218-731-5573

Paul Sonnenberg – Random help – 612-867-9780

Sat 8-10 **4** Street Fair 7am-4pm.
Sat 8-10 **4** Street Dance 7am-Midnite
Sun 8-11-24 Car Show (Main) 7am-
Parade Noon-5pm

Request for Street Closure





May 30, 2024

Sherri Hanson
Street Fair Coordinator
sherrih@vergasstatebank.com

RE: Vergas Looney Days Street Fair, August 10th, 2024

Dear Sherri:

Please be advised that the Otter Tail Highway Department has approved your request to close a portion CSAH No. 4 (Railway Ave to CSAH 17) on August 10th, 2024, 7am-4pm for the Street Fair.

Our approval is contingent upon the approval of the County Sheriff. It is your responsibility to contact the Sheriff's Office to obtain their approval.

The liability insurance is the responsibility of the City of Vergas. Otter Tail County assumes no liability for this event.

It is also your responsibility to arrange for and place the necessary detour signing for the street closure.

If you have any questions or require additional information on this matter, please feel free to contact me at any time.

Sincerely,
Otter Tail County Highway Department

Krysten Foster, P.E.
County Engineer

KF:re

cc: Julie Lammers, City of Vergas
Otter Tail County Sheriff's Office
Cristi Field, Highway Maintenance Supervisor
Dean Larson, Area Lead Worker
Thor Tollefson, Sign Technician
Festival File

Rachel Ehlert

From: Hanson, Sherri <sherrih@vergasstatebank.com>
Sent: Thursday, May 30, 2024 8:36 AM
To: Rachel Ehlert
Subject: Vergas Festival Street Closure
Attachments: 2024 Street Closure Request.pdf

Good Morning Rachel;

I am back, representing the Vergas Community Club, requesting street closure for our Looney Days, August 9-11th.

Attached is a map of the events that need street closure.

Please identify which are related to County.

Saturday 8-10-24 – Main Street and 1st Ave - 7am-4pm – Street Fair

Saturday 8-10-24 - Railway Avenue 7am -Midnight – Street Fair and Street Dance

Sunday 8-11-24- Main Street – 7am-noon- Car Show (and I believe that the parade chairman has sent in her request separately)

Let me know of questions or further items I need to address.

Thank you;



Sherri Hanson, president

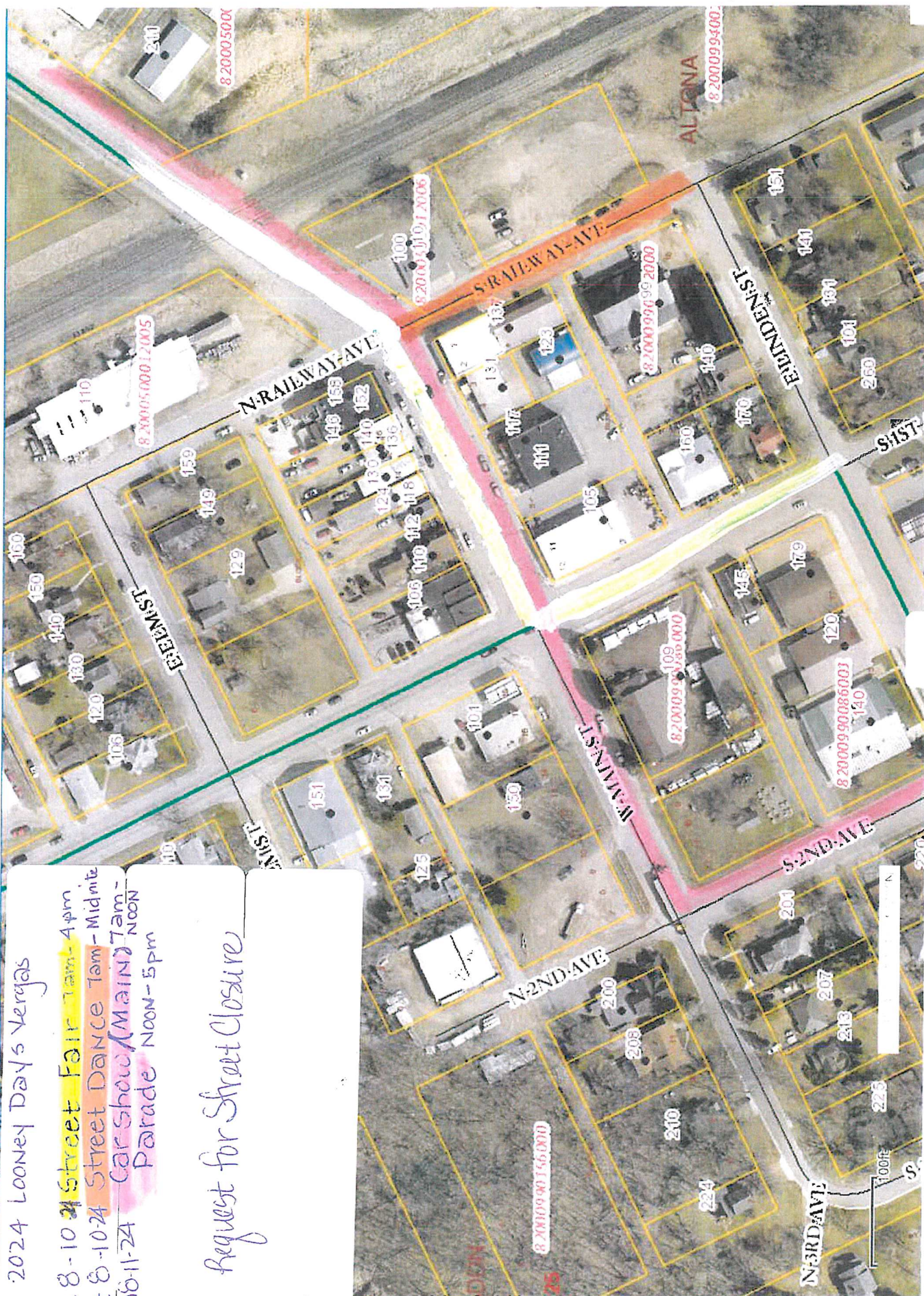
Vergas Community Club

PO Box 264, Vergas MN 56587

The content of this communication, along with any attachments, may contain confidential and legally privileged information, and is covered by federal and state law governing electronic communications. If the reader of this message is not the intended recipient, you are hereby requested to delete it immediately, and you are notified that any dissemination, distribution, use or copying of the information contained herein is strictly prohibited.

Sat 8-10-24 Street Fair 7am-4pm
Sat 8-10-24 Street Dance 7am-Midnite
Sun 8-11-24 Car show/Main 7am-NOON
Parade Noon-5pm

Request for Street Closure



City of Vergas Employee Work Request Form

City Staff, City Committees, Community Organizations and or businesses are to submit this form to the City Office when new work is needed.

New Work Request Definition:

- New work is work that is not already outlined in job description or not part of customarily performed work activity.

Process for Approval:

- Impacted staff will review to determine if new requested work can be accomplished during normal business hours.
 - If new work requested cannot be completed during normal business hours, City Council will review to determine priority and best options, i.e. overtime, contract for work, delay etc.
-

Please select date and fill in at the prompts below-(if using hard-copy please hand-write below the category):

Date Submitted by Requestor: 6/6/2024

Project Point of Contact: Stephanie Jorgenson **Contact Phone #:** 712-541-1810

Work Request Description (filled out by Requestor):

Thursday's from June 13-Aug. 29 one extra garbage can dropped off, all garbage in area emptied by 2 pm and cones to block off parking spots.

Comments/ Feedback from City Employee:

Click or tap here to enter text.

Date Approved/ Denied (filled out by City Clerk): Click or tap to enter a date.

As on 5/31/2024

| 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) | 186,149.39 | 100,000.00 | 0.00 | 154,406.80 | 100,976.41 | 5,000.00 | (21,901.84) | 135,419.52 | 113,517.68 |
| 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) | 5,889.03 | 0.00 | 0.00 | 31,590.00 | 0.00 | 0.00 | (87,104.59) | 0.00 | (87,104.59) |
| 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 | 33,590.53 | 100,000.00 | 0.00 | 53,010.63 | 0.00 | 0.00 | 117,893.90 | 50,000.00 | 167,893.90 |
| Street Project 2006* | 20,465.13 | 6,367.89 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 26,833.02 | 110,000.00 | 136,833.02 |
| Govenment Services Office | 13,056.27 | 5,648.67 | 0.00 | 0.00 | 38,841.50 | 0.00 | 0.00 | (20,136.56) | 0.00 | (20,136.56) |
| Water | 186,134.71 | 49,188.63 | 0.00 | 0.00 | 55,519.14 | 236.47 | 0.00 | 179,567.73 | 15,260.21 | 194,827.94 |
| Sewage Collection and Disposal | (149,481.14) | 42,587.79 | 0.00 | 0.00 | 35,128.81 | 236.47 | 0.00 | (142,258.63) | 49,757.95 | (92,500.68) |
| Municipal Liquor Store | 98,808.66 | 300,042.40 | 0.00 | 0.00 | 340,281.12 | 0.00 | 0.00 | 58,569.94 | 149,042.35 | 207,612.29 |
| Vergas EDA | 24,331.42 | 3,843.75 | 0.00 | 5,000.00 | 11,638.11 | 0.00 | 0.00 | 21,537.06 | 0.00 | 21,537.06 |
| Total : | 133,221.30 | 633,308.08 | 200,000.00 | 5,000.00 | 720,416.11 | 101,449.35 | 5,000.00 | 144,663.92 | 509,480.03 | 654,143.95 |

CITY OF VERGAS
COUNCIL MINUTES
VERGAS EVENTS CENTER & ZOOM
Tuesday, May 14, 2024

The City Council of Vergas met at 6:30 pm, on Tuesday, May 14, 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; Editor Bob Williams of the Frazee-Vergas Forum; Engineer Blaine Green; and Citizen Marcia Huddleson.

Call to Order

Mayor Julie Bruhn called the meeting to order.

Citizens' Concerns

None.

Agenda Additions and Deletions

Motion by Pinke, seconded by Haarstick to approve the agenda with the following item moved to consent agenda: Parks Advisory Board. Motion passed unanimously.

Approval of Consent Agenda

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

Council Minutes of the April 9, 2024 and April 10, 2024

Bills paid between Council meetings and Council bills totaling \$73,342.30.

Liquor Store bills for April 2024 totaling \$66,063.98.

Late water/sewer bills

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 Report: Park Advisory Board

Motion passed unanimously.

Committee Reports

Planning Commission

Albright reviewed the Planning Commission meeting held April 22, 2024 (minutes available at the Vergas City Clerk's Office). Motion by Pinke, seconded by Albright to accept Shane Hasse as member of planning commission. Motion passed unanimously. 339 E Frazee Avenue has been given notice numerous times by the city. Albright and DuFrane have tried to contact the resident many times over the past couple of months and resident will not open the door. Motion by Pinke, seconded by Albright to approve having the Attorney send letter and prosecute Ben Lankow for nuisance property. Motion passed unanimously.

Event Center Advisory Committee

Pinke reviewed the Event Center Advisory Committee meeting held April 23, 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. Discussed roof leakage and the proposal for a new roof. There may be another option and DuFrane will continue to look at options. Motion by Albright, seconded by Pinke to approve purchase of bulletin board. Motion passed unanimously.

Street/Sidewalk/Yard Waste Committee

Albright reviewed the Street Committee meeting held April 29, 2024 (minutes available at the Vergas City Clerk's Office). Albright stated the committee recommends engineering surveying the 3 parking lots, the 2 alleys and examining drainage problems. It does not make any sense to pave these parking lots without a topographic map to address drainage. Cost \$3,000 for topographic map, and then a second phase of \$14,000 with refund of \$3,000 for a cost of \$11,000 to complete the project. Marsha Huddleson questioned if Vergas Hardware would be assessed due to the paving of this. Albright explained that we do not know. Motion by Pinke, seconded by Albright to approve the \$3,000 quote from Widseth. Motion passed unanimously.

EDA/HRA

Albright reviewed the Vergas EDA/HRA meeting held May 8, 2024 (minutes available at the Vergas City Clerk's Office). Albright noted the lots on Diane and Eva have special assessments. The Council has forgiven the specials for the County lots and now the Vergas HRA has \$14,388.66 a year in special assessments. HRA is requesting special assessments be held until the lots are sold. Motion by Pinke, seconded by Fischer to delay special assessments to 2025 until the lots are sold. Motion passed unanimously.

Lawrence Lake Acres Development – name of cul-de-sac

Motion by Pinke, seconded by Albright to name the cul-de-sac in Lawrence Lake Acres Development Oak Circle. Motion passed unanimously.

Ringdahl Ambulance

Ambulances' financial request was discussed as they are not an essential service. 25 years ago, ambulances were run by volunteers, but volunteerism is dying. Discussed 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. 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. Motion by Albright, seconded by Pinke to pay Ringdahl \$5,163.78 for ambulance service in the Vergas area to be paid out of public safety funds. Motion passed unanimously.

Staff Reports

Liquor Store Manager

Motion by Pinke, seconded by Albright to accept the resignation of Sara Stone. Motion passed unanimously.

Utilities Superintendent

DuFrane stated the following:

Water: Ace Electric is in the process of hooking up the generator pigtails.

The SCADA system is waiting on a part to be installed.

Wideth will be in town identifying shut off locations over the next week.

Parks: Parks are open. Weeds at the beach will be treated in June .

Clerk-Treasurer Report

Written report provided by Lammers. Discussed the trail being compromised by vehicles driving on the trail. The sign stating no motorized vehicles on trail is missing and DuFrane has ordered a new one. Albright stated the county is working with owner regarding the no permit for work in the county right of way. The council tabled the issue of the trail being compromised until further examination can be done. Arvig and S & S Security both provided camera quotes for the ballfield shed. Motion by Albright, seconded by Pinke to approve the purchase of a camera from S & S Security for \$833.00 for the ballfield shed. Motion passed unanimously. Lammers was asked to get quotes to replace all of our current cameras as DuFrane has numerous complaints regarding the camera at yard waste. Motion by Albright, seconded by Pinke to approve resolution 2024-004 (a complete text of the resolution is part of permanent public record in the City Clerk's office.) approving the donation of parcel 82-000-990-306-000 located in Lawrence Lake Acres to be used for a park. Motion passed unanimously.

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

Adjournment

The business for which the meeting was called having been completed, the meeting was adjourned at 7:35 pm.

Vergas Clerk-Treasurer
Julie Lammers, CMC

5.232024 Minutes **DRAFT** Vergas Parks Advisory Board 3:00 p.m. at the Government Services Center

1. **Members Present:** Steph Hogan, Sherri Hanson, Dean Haarstick, Maggie Puetz, Tony Sailer.
Absent: Chuck Hanson.
2. **Others Present:** Mike DuFrane, Paul Dellaneva and Brenda Dellaneva.
3. **Additions or Deletions to Agenda:** None.
4. **April Minutes** were approved with a motion by Sailer/Second by Hanson. Motion passed unanimously.
5. **Baseball Committee** Diamond Doctors was hired by Frazee Scholl Baseball to redo mounds and Plate.
6. **Widseth outdoor rec area master plan:**
 - A.) Raffle: Paul & Brenda Dellaneva offered to set up a gun raffle to raise \$25,000. toward the bathhouse and shelter.
5. **City Worker Update:**
 - A.) Bike racks: they have been disbursed throughout town with 2 remaining that will be potentially be put in back of the Liquor Store in the new parking lot. Will hold the last two to decide later.
 - B.) Trail damage: Mike Dufrane to contact Bruce Albright to assess the damage.
 - C.) Contact Otter Tail Power to turn off big light over the beach area for the summer.
6. **Swim Lessons:**
7. Next meeting is June 27th at 3 pm at the Government Services Center.
8. Adjournment: Motion by Hanson/Second by Hogan

Written and submitted by Maggie Puetz

Follow-Up Actions:

None.

Council Recommendations:

None.

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 | 154,728.06 | 116,496.94 | 57.0 | 3,317.86 0.00 | 0.00 0.00 | 0.00 0.00 | 0.00 0.00 | 151,410.20 0.00 | 0.00 0.00 |
| Total Acct 310 | | 271,225.00 | 154,728.06 | 116,496.94 | 57.1 | 3,317.86 0.00 | 0.00 0.00 | 0.00 0.00 | 0.00 0.00 | 151,410.20 0.00 | 0.00 0.00 |
| Sales Tax | 31305 | 0.00 | 190.93 | (190.93) | 0.0 | 48.57 0.00 | 48.68 0.00 | 11.80 0.00 | 22.14 0.00 | 44.99 0.00 | 14.75 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 | 190.93 | 3,809.07 | 4.8 | 48.57 0.00 | 48.68 0.00 | 11.80 0.00 | 22.14 0.00 | 44.99 0.00 | 14.75 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 | 3,240.00 | 3,135.00 | 50.8 | 180.00 0.00 | 30.00 0.00 | 1,890.00 0.00 | 210.00 0.00 | 870.00 0.00 | 60.00 0.00 |
| Grade and Fill Permit | 32211 | 0.00 | 450.00 | (450.00) | 0.0 | 0.00 0.00 | 75.00 0.00 | 75.00 0.00 | 75.00 0.00 | 225.00 0.00 | 0.00 0.00 |
| GOLF CART PERMIT | 32213 | 140.00 | 120.00 | 20.00 | 85.7 | 0.00 0.00 | 0.00 0.00 | 60.00 0.00 | 20.00 0.00 | 40.00 0.00 | 0.00 0.00 |
| YARD WASTE PERMIT | 32215 | 16,345.00 | 11,570.00 | 4,775.00 | 70.8 | 390.00 0.00 | 390.00 0.00 | 1,040.00 0.00 | 4,485.00 0.00 | 4,875.00 0.00 | 390.00 0.00 |
| Animal Licenses | 32240 | 750.00 | 650.00 | 100.00 | 86.7 | 38.00 0.00 | 72.00 0.00 | 52.00 0.00 | 298.00 0.00 | 182.00 0.00 | 8.00 0.00 |
| Total Acct 322 | | 23,610.00 | 16,030.00 | 7,580.00 | 67.9 | 608.00 0.00 | 567.00 0.00 | 3,117.00 0.00 | 5,088.00 0.00 | 6,192.00 0.00 | 458.00 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 | 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 |
| Letter Delivery Charge | 34010 | 0.00 | 120.00 | (120.00) | 0.0 | 0.00 | 0.00 | 0.00 | 0.00 | 90.00 | 30.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Acct 340 | | 2,000.00 | 170.00 | 1,830.00 | 8.5 | 50.00 | 0.00 | 0.00 | 0.00 | 90.00 | 30.00 |
| | | | | | | 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 | 108.00 | 792.00 | 12.0 | 24.73 | 18.93 | 26.68 | 22.39 | 15.27 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Rent/Municipal Building | 36217 | 7,200.00 | 3,643.60 | 3,556.40 | 50.6 | 550.00 | 550.00 | 550.00 | 550.00 | 893.60 | 550.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| RENT/EVENT CENTER | 36225 | 17,600.00 | 4,130.00 | 13,470.00 | 23.5 | 580.00 | 1,560.00 | 400.00 | 740.00 | 650.00 | 200.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Event Center/Keg Deposit/Lions | 36226 | 0.00 | 375.00 | (375.00) | 0.0 | 75.00 | 75.00 | 150.00 | 0.00 | 75.00 | 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 | 75.00 | 925.00 | 7.5 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 75.00 |
| | | | | | | 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 | 3,252.55 | (3,252.55) | 0.0 | 982.78 | 0.00 | 0.00 | 2,060.00 | 209.77 | 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 | 13,208.15 | 20,111.85 | 39.6 | 2,212.51 | 2,327.93 | 1,126.68 | 3,372.39 | 3,343.64 | 825.00 |
| | | | | | | 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 | 287,477.14 | 200,920.86 | 58.9 | 108,186.94 | 2,943.61 | 5,055.48 | 8,882.53 | 161,080.83 | 1,327.75 |
| | | | | | | 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 | 10,647.36 | 42,558.64 | 20.0 | 1,552.35 0.00 | 2,213.46 0.00 | 1,989.82 0.00 | 2,931.48 0.00 | 1,902.35 0.00 | 57.90 0.00 |
| Total Acct 410 | | 53,206.00 | 10,647.36 | 42,558.64 | 20.0 | 1,552.35 0.00 | 2,213.46 0.00 | 1,989.82 0.00 | 2,931.48 0.00 | 1,902.35 0.00 | 57.90 0.00 |
| Council/Town Board | 41110 | 10,850.00 | 3,286.09 | 7,563.91 | 30.3 | 1,567.84 0.00 | 24.40 0.00 | 24.40 0.00 | 1,370.05 0.00 | 299.40 0.00 | 0.00 0.00 |
| Total Acct 411 | | 10,850.00 | 3,286.09 | 7,563.91 | 30.3 | 1,567.84 0.00 | 24.40 0.00 | 24.40 0.00 | 1,370.05 0.00 | 299.40 0.00 | 0.00 0.00 |
| Mayor | 41310 | 2,580.00 | 776.82 | 1,803.18 | 30.1 | 279.79 0.00 | 0.00 0.00 | 0.00 0.00 | 222.03 0.00 | 275.00 0.00 | 0.00 0.00 |
| Total Acct 413 | | 2,580.00 | 776.82 | 1,803.18 | 30.1 | 279.79 0.00 | 0.00 0.00 | 0.00 0.00 | 222.03 0.00 | 275.00 0.00 | 0.00 0.00 |
| Clerk | 41405 | 32,248.00 | 14,615.96 | 17,632.04 | 45.3 | 3,238.89 0.00 | 2,653.28 0.00 | 2,195.40 0.00 | 2,524.93 0.00 | 3,250.86 0.00 | 752.60 0.00 |
| Elections | 41410 | 1,950.00 | 874.99 | 1,075.01 | 44.9 | 0.00 0.00 | 0.00 0.00 | 874.99 0.00 | 0.00 0.00 | 0.00 0.00 | 0.00 0.00 |
| Total Acct 414 | | 34,198.00 | 15,490.95 | 18,707.05 | 45.3 | 3,238.89 0.00 | 2,653.28 0.00 | 3,070.39 0.00 | 2,524.93 0.00 | 3,250.86 0.00 | 752.60 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 | 13,479.45 | (13,479.45) | 0.0 | 4,170.03 0.00 | 0.00 0.00 | 38.86 0.00 | 486.75 0.00 | 8,783.81 0.00 | 0.00 0.00 |
| Total Acct 420 | | 0.00 | 13,479.45 | (13,479.45) | 0.0 | 4,170.03 0.00 | 0.00 0.00 | 38.86 0.00 | 486.75 0.00 | 8,783.81 0.00 | 0.00 0.00 |
| Fire Administration | 42210 | 30,605.00 | 2,750.00 | 27,855.00 | 9.0 | 0.00 0.00 | 0.00 0.00 | 1,950.00 0.00 | 800.00 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 | 0.00 0.00 | 1,950.00 0.00 | 800.00 0.00 | 0.00 0.00 | 0.00 0.00 |
| City Shop | 43010 | 10,130.00 | 3,800.65 | 6,329.35 | 37.5 | 528.69 0.00 | 309.52 0.00 | 878.51 0.00 | 1,744.94 0.00 | 338.99 0.00 | 0.00 0.00 |
| Total Acct 430 | | 10,130.00 | 3,800.65 | 6,329.35 | 37.5 | 528.69 0.00 | 309.52 0.00 | 878.51 0.00 | 1,744.94 0.00 | 338.99 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 | 63,639.49 | 93,108.51 | 40.6 | 11,847.22 | 36,451.59 | 3,333.09 | 4,354.80 | 6,715.22 | 937.57 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 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 | 6,693.88 | 11,606.12 | 36.6 | 1,463.07 | 885.60 | 949.86 | 1,131.67 | 1,847.77 | 415.91 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Street Lighting | 43160 | 15,000.00 | 3,414.19 | 11,585.81 | 22.8 | 610.69 | 779.86 | 1,303.02 | 0.00 | 720.62 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Acct 431 | | 195,048.00 | 73,747.56 | 121,300.44 | 37.8 | 13,920.98 | 38,117.05 | 5,585.97 | 5,486.47 | 9,283.61 | 1,353.48 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| EVENT CENTER | 45110 | 45,841.00 | 12,215.58 | 33,625.42 | 26.6 | 2,981.89 | 2,029.69 | 2,342.28 | 1,737.60 | 2,594.05 | 530.07 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Acct 451 | | 45,841.00 | 12,215.58 | 33,625.42 | 26.7 | 2,981.89 | 2,029.69 | 2,342.28 | 1,737.60 | 2,594.05 | 530.07 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Parks | 45210 | 94,940.00 | 21,830.75 | 73,109.25 | 23.0 | 1,946.01 | 2,794.44 | 3,716.39 | 2,528.25 | 9,360.42 | 1,485.24 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Acct 452 | | 94,940.00 | 21,830.75 | 73,109.25 | 23.0 | 1,946.01 | 2,794.44 | 3,716.39 | 2,528.25 | 9,360.42 | 1,485.24 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Economic Development and Assistance | 46510 | 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 465 | | 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 |
| MISCELLANEOUS | 49001 | 0.00 | 2,500.00 | (2,500.00) | 0.0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,500.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Acct 490 | | 0.00 | 2,500.00 | (2,500.00) | 0.0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,500.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Purchase of Investments | 49350 | 0.00 | 101,291.16 | (101,291.16) | 0.0 | 298.51 | 100,235.22 | 187.90 | 254.78 | 0.00 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 314.75 |
| Transfer To Governmental Fund | 49360 | 0.00 | 5,000.00 | (5,000.00) | 0.0 | 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 493 | | 0.00 | 106,291.16 | (106,291.16) | 0.0 | 5,298.51 | 100,235.22 | 187.90 | 254.78 | 0.00 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 314.75 |
| Total Disbursements | | 488,398.00 | 267,377.25 | 221,020.75 | 54.7 | 36,045.86 | 148,377.06 | 19,784.52 | 20,087.28 | 36,088.49 | 6,679.29 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 314.75 |

As on 12/31/2024

Sewage Collection and Disposal

| <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: | | | | | | | | | | | |
| SPECIAL ASSESSMENTS | 36100 | 0.00 | 122.70 | (122.70) | 0.0 | 36.95 | 0.00 | 0.00 | 0.00 | 85.75 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Acct 361 | | 0.00 | 122.70 | (122.70) | 0.0 | 36.95 | 0.00 | 0.00 | 0.00 | 85.75 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 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 |
| Refunds and Reimbursements | 36233 | 0.00 | 100.00 | (100.00) | 0.0 | 0.00 | 0.00 | 0.00 | 100.00 | 0.00 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Acct 362 | | 0.00 | 100.00 | (100.00) | 0.0 | 0.00 | 0.00 | 0.00 | 100.00 | 0.00 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Connection/Reconnection Fees | 37150 | 300.00 | 0.00 | 300.00 | 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 |
| Penalties and Forfeited Discounts | 37160 | 0.00 | 1,018.81 | (1,018.81) | 0.0 | 227.10 | 68.60 | 88.49 | 324.53 | 310.09 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Miscellaneous Revenue | 37190 | 0.00 | 34.75 | (34.75) | 0.0 | 0.00 | 34.75 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Acct 371 | | 300.00 | 1,053.56 | (753.56) | 351.2 | 227.10 | 103.35 | 88.49 | 324.53 | 310.09 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Rate Class I | 37210 | 84,300.00 | 41,311.53 | 42,988.47 | 49.0 | 8,711.87 | 7,735.86 | 7,988.64 | 8,850.65 | 8,024.51 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Acct 372 | | 84,300.00 | 41,311.53 | 42,988.47 | 49.0 | 8,711.87 | 7,735.86 | 7,988.64 | 8,850.65 | 8,024.51 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Receipts | | 84,600.00 | 42,587.79 | 42,012.21 | 50.3 | 8,975.92 | 7,839.21 | 8,077.13 | 9,275.18 | 8,420.35 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

As on 12/31/2024

Sewage Collection and Disposal

| <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: | | | | | | | | | | | |
| Council/Town Board | 41110 | 2,900.00 | 1,661.05 | 1,238.95 | 57.3 | 802.04 | 0.00 | 0.00 | 859.01 | 0.00 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Acct 411 | | 2,900.00 | 1,661.05 | 1,238.95 | 57.3 | 802.04 | 0.00 | 0.00 | 859.01 | 0.00 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Mayor | 41310 | 1,260.00 | 605.16 | 654.84 | 48.0 | 376.40 | 0.00 | 0.00 | 228.76 | 0.00 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Acct 413 | | 1,260.00 | 605.16 | 654.84 | 48.0 | 376.40 | 0.00 | 0.00 | 228.76 | 0.00 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Clerk | 41405 | 0.00 | 10,435.67 | (10,435.67) | 0.0 | 2,703.10 | 1,852.37 | 1,788.62 | 1,701.99 | 1,701.99 | 687.60 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Acct 414 | | 0.00 | 10,435.67 | (10,435.67) | 0.0 | 2,703.10 | 1,852.37 | 1,788.62 | 1,701.99 | 1,701.99 | 687.60 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Purchase of Investments | 49350 | 0.00 | 236.47 | (236.47) | 0.0 | 236.47 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Acct 493 | | 0.00 | 236.47 | (236.47) | 0.0 | 236.47 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Sewer Utilities - Sanitary Sewer Maintenance | 49450 | 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 |
| Sewer Utilities - Administration and General | 49490 | 80,440.00 | 24,004.61 | 56,435.39 | 29.8 | 4,347.41 | 9,202.05 | 3,065.14 | 2,601.04 | 3,898.89 | 890.08 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Acct 494 | | 80,440.00 | 24,004.61 | 56,435.39 | 29.8 | 4,347.41 | 9,202.05 | 3,065.14 | 2,601.04 | 3,898.89 | 890.08 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Disbursements | | 84,600.00 | 36,942.96 | 47,657.04 | 43.7 | 8,465.42 | 11,054.42 | 4,853.76 | 5,390.80 | 5,600.88 | 1,577.68 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

As on 12/31/2024

Water

| <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: | | | | | | | | | | | |
| Letter Delivery Charge | 34010 | 0.00 | 300.00 | (300.00) | 0.0 | 30.00 0.00 | 0.00 0.00 | 90.00 0.00 | 60.00 0.00 | 120.00 0.00 | 0.00 0.00 |
| Total Acct 340 | | 0.00 | 300.00 | (300.00) | 0.0 | 30.00 0.00 | 0.00 0.00 | 90.00 0.00 | 60.00 0.00 | 120.00 0.00 | 0.00 0.00 |
| SPECIAL ASSESSMENTS | 36100 | 0.00 | 122.69 | (122.69) | 0.0 | 36.94 0.00 | 0.00 0.00 | 0.00 0.00 | 0.00 0.00 | 85.75 0.00 | 0.00 0.00 |
| Total Acct 361 | | 0.00 | 122.69 | (122.69) | 0.0 | 36.94 0.00 | 0.00 0.00 | 0.00 0.00 | 0.00 0.00 | 85.75 0.00 | 0.00 0.00 |
| Rate Class I | 37110 | 96,279.00 | 46,395.58 | 49,883.42 | 48.2 | 9,531.37 0.00 | 8,130.59 0.00 | 9,860.32 0.00 | 9,634.11 0.00 | 9,239.19 0.00 | 0.00 0.00 |
| Connection/Reconnection Fees | 37150 | 1,236.00 | 644.53 | 591.47 | 52.1 | 1.10 0.00 | 199.55 0.00 | 117.54 0.00 | 129.08 0.00 | 197.26 0.00 | 0.00 0.00 |
| Penalties and Forfeited Discounts | 37160 | 0.00 | 1,267.51 | (1,267.51) | 0.0 | 329.39 0.00 | 81.78 0.00 | 149.60 0.00 | 396.64 0.00 | 310.10 0.00 | 0.00 0.00 |
| Water Tax Collected | 37170 | 860.00 | 423.57 | 436.43 | 49.3 | 49.81 0.00 | 94.40 0.00 | 71.51 0.00 | 108.96 0.00 | 98.89 0.00 | 0.00 0.00 |
| Sale of Water | 37180 | 300.00 | 0.00 | 300.00 | 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 |
| Miscellaneous Revenue | 37190 | 0.00 | 34.75 | (34.75) | 0.0 | 0.00 0.00 | 34.75 0.00 | 0.00 0.00 | 0.00 0.00 | 0.00 0.00 | 0.00 0.00 |
| Total Acct 371 | | 98,675.00 | 48,765.94 | 49,909.06 | 49.4 | 9,911.67 0.00 | 8,541.07 0.00 | 10,198.97 0.00 | 10,268.79 0.00 | 9,845.44 0.00 | 0.00 0.00 |
| Penalties and Forfeited Discounts | 37260 | 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 |
| Total Acct 372 | | 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 |
| Total Receipts | | 99,675.00 | 49,188.63 | 50,486.37 | 49.3 | 9,978.61 0.00 | 8,541.07 0.00 | 10,288.97 0.00 | 10,328.79 0.00 | 10,051.19 0.00 | 0.00 0.00 |

As on 12/31/2024

Water

| <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: | | | | | | | | | | | |
| Council/Town Board | 41110 | 2,400.00 | 1,790.39 | 609.61 | 74.6 | 931.38 | 0.00 | 0.00 | 859.01 | 0.00 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Acct 411 | | 2,400.00 | 1,790.39 | 609.61 | 74.6 | 931.38 | 0.00 | 0.00 | 859.01 | 0.00 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Mayor | 41310 | 1,000.00 | 461.82 | 538.18 | 46.2 | 239.79 | 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 | | 1,000.00 | 461.82 | 538.18 | 46.2 | 239.79 | 0.00 | 0.00 | 222.03 | 0.00 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Clerk | 41405 | 19,000.00 | 10,435.07 | 8,564.93 | 54.9 | 2,702.61 | 1,852.37 | 1,788.62 | 1,701.88 | 1,701.99 | 687.60 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Acct 414 | | 19,000.00 | 10,435.07 | 8,564.93 | 54.9 | 2,702.61 | 1,852.37 | 1,788.62 | 1,701.88 | 1,701.99 | 687.60 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| DEBT SERVICE | 47010 | 10,000.00 | 13,200.00 | (3,200.00) | 132.0 | 13,200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Acct 470 | | 10,000.00 | 13,200.00 | (3,200.00) | 132.0 | 13,200.00 | 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 | 236.47 | (236.47) | 0.0 | 236.47 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Acct 493 | | 0.00 | 236.47 | (236.47) | 0.0 | 236.47 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Water Utilities - Source of Supply | 49400 | 0.00 | 200.63 | (200.63) | 0.0 | 200.63 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Water Utilities - Administration and General | 49440 | 67,275.00 | 31,343.09 | 35,931.91 | 46.6 | 6,418.76 | 7,819.46 | 6,845.85 | 3,862.75 | 5,172.01 | 1,224.26 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Acct 494 | | 67,275.00 | 31,543.72 | 35,731.28 | 46.9 | 6,619.39 | 7,819.46 | 6,845.85 | 3,862.75 | 5,172.01 | 1,224.26 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Disbursements | | 99,675.00 | 57,667.47 | 42,007.53 | 57.9 | 23,929.64 | 9,671.83 | 8,634.47 | 6,645.67 | 6,874.00 | 1,911.86 |
| | | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

City Council
2024 June Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, June 11, 2024

5. Right of Way (located by 110 W Elm St)

Files Attached

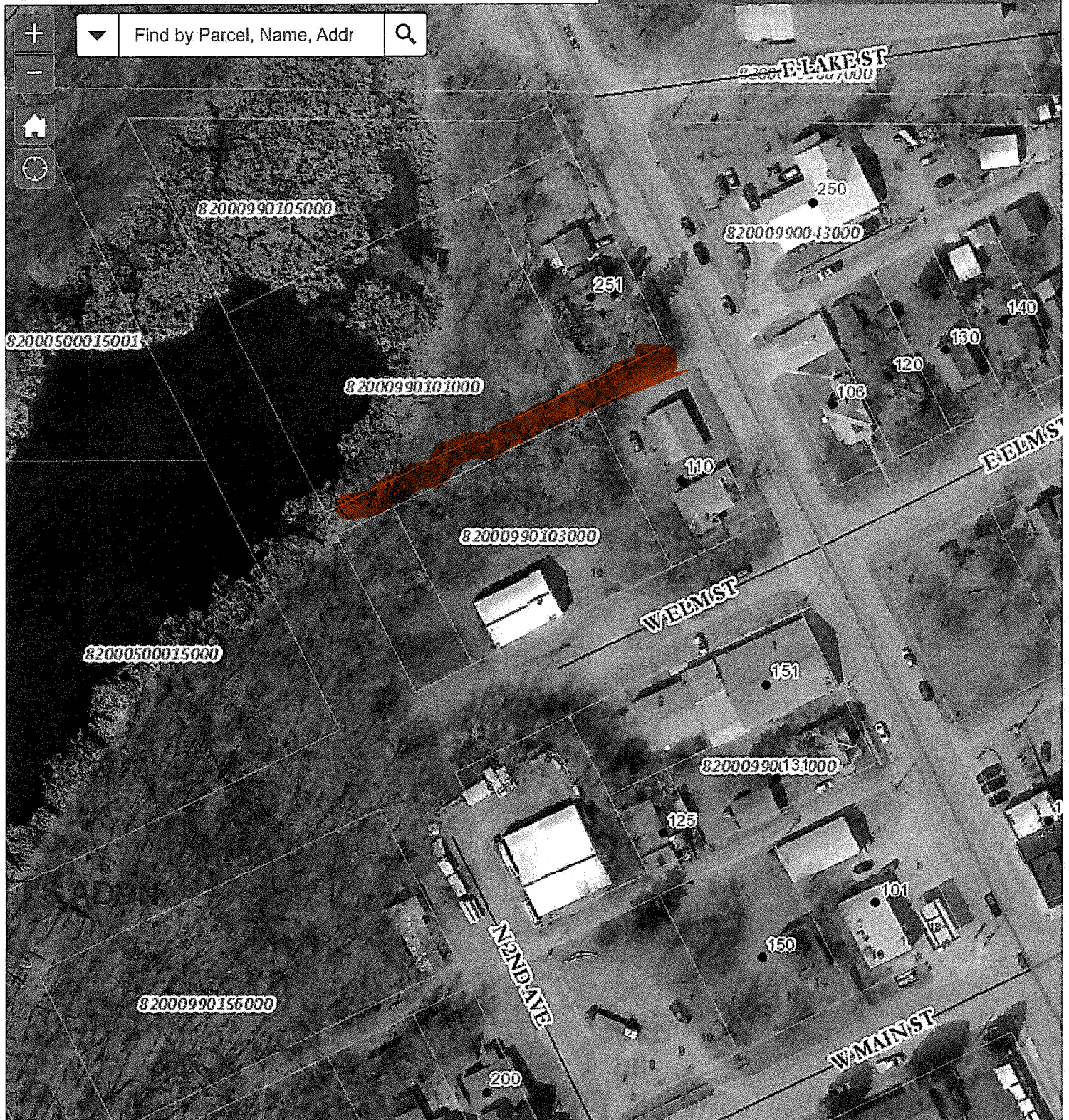
- Alley Map.pdf



Otter Tail County



Find by Parcel, Name, Addr



100ft

95°48'24"W 46°39'28"N

City Council
2024 June Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, June 11, 2024

10. Committee Reports

- A. Planning Commission
1. Interim Use Permit - Mark Sand and Gravel
 2. Bunkowski Gravel Pit Report 2024
 3. Commercial Construction Permit Late Fee

Files Attached

- Interim Use Permit - Mark Sand and Gravel.pdf
- 2024 Vergas Gravel Pit Report--final.pdf
- 05-20-2024 Planning Commission Meeting Agenda Minutes.pdf

APPLICATION FOR INTERIM USE PERMIT

CITY OF VERGAS
111 Main Street
Vergas, Minnesota 56587
218-342-2091

APPLICATION FOR INTERIM USE PERMIT

Application is hereby made for an Interim Use Permit for (description of Interim Use Permit)_____

Continued use of the existing gravel pit for extraction, stock piling and portable hot mix plant

Address of Property: 560 Pelican Ave S, Vergas, MN 56587

Owner: Mark Sand & Gravel Co.

Address: 525 Kennedy Park Rd, Fergus Falls, MN 56537

Phone: 218-736-7523

Applicant: Mark Sand & Gravel Co.

Address: 525 Kennedy Park Rd, Fergus Falls, MN 56537

Phone: 218-736-7523

The following information is submitted in support of this application.

- ☒ 1) Completed application for Interim Use Permit.
- ☒ 2) Cash fee \$400.00
- ☒ 3) Legal description of the property. See affirmation of sufficient interest form.
- ☒ 4) Acknowledgement of Responsibility form completed. See attachment
- ☒ 5) Affirmation of Sufficient Interest form completed. See attachment
- ☒ 6) A narrative explaining the purpose of the request, the exact nature of the Interim use, and the justification for the request. See attachment
- ☒ 7) Copies of all MPCA permits. See attachments
- ☒ 8) Other See attachments as required by the Sand & Gravel ordinance

APPLICATION FOR INTERIM USE PERMIT

I fully understand that all of the above required information must be submitted at least **28** days prior to a Planning Commission meeting to ensure review by that date.

Jeff Hollowick
Applicant's Signature

04/18/2024
Date

Comments/Revisions. _____

Received by:

City Clerk's Signature

Date

APPLICATION FOR INTERIM USE PERMIT

ACKNOWLEDGEMENT OF RESPONSIBILITY

This is to certify that I am making application for the described action by the City and that I am **responsible for complying with all City requirements** with regard to this request. This application should be processed in my name and I am the party whom the City should contact regarding any matter pertaining to this application.

I have read and understand the instructions supplies for processing this application. The documents and/or information I have submitted are true and **correct** to the best of my knowledge. I will keep myself informed of the deadlines for submission of material and of the progress of this application.

If this is an application for **underground tank installation**, I understand that I must notify the Fire Marshall immediately in writing upon any change in required resident agent information.

I further understand that additional information, such as a traffic analysis or expert testimony, may be required for analysis of this request, and that upon my authorization the fees for such will be my responsibility.

I agree to allow access by City authorized persons in, on, or to the property for purposes of review of this application and any necessary inspections.


Applicant's Signature

04/18/2024

Date

Name of Applicant: Mark Sand & Gravel Co.

Address: 525 Kennedy Park Rd., Fergus Falls, MN 56537

Phone: 218-736-7523

Name and Address of Additional Contract(s): Jeff Hatlewick, Vice President of Administration

PO Box 458, Fergus Falls, MN 56538

Phone: 218-766-6977

APPLICATION FOR INTERIM USE PERMIT

AFFIRMATION OF SUFFICIENT INTEREST

I hereby affirm that I am the fee title owner of the below described property or that I have written authorization from the owner to pursue the described action.

Name of Applicant: Mark Sand & Gravel Co.

Phone: 218-736-7523

Street address/legal description of subject project: _____

560 Pelican Ave S, Vergas, MN 56587

N1/2 SE1/4 EX 5 AC TR IN NE COR & NELY 1/2 SE1/4 SW1/4 & NE1/4 SW1/4


Signature

04/18/2024
Date

If you are not the fee owner, attach another copy of this form which has been completed by the fee owner or a copy of your authorization to pursue this action.

If a corporation is fee title holder, attach copy of the resolution of the Board of Directors authorizing this action.

If a joint venture or partnership is the fee owner, attach a copy of agreement authorizing this action on behalf of the joint venture or partnership.

MINUTES OF MEETING OF DIRECTORS

The meeting of the Board of Directors of MARK SAND & GRAVEL CO. was held at the offices of Mark Sand & Gravel Co., Fergus Falls, MN on February 22, 2024 at 11:30 am.

Present were Mark Thorson, the sole director, Justin Rodeman Vice President and Jeffrey Hatlewick, Vice President/Secretary.

The director and officers, discussed the business of the corporation as it relates to the Bunkowski Pit Conditional Use Permit thereafter, upon motion duly made, seconded and carried, adopted the following resolutions:

RESOLVED, That Mark Thorson as sole director did direct the following:

Mark Sand & Gravel Co. continues to have interest in mining and material production for aggregate supply and bituminous asphalt production. The company shall again apply for a conditional use permit as required on an annual basis to continue this production.

There being no further business to come before the meeting, the meeting adjourned.



Secretary, Mark Sand & Gravel Co.

Application for Interim Use Permit

Date: April 18, 2024

Application Fee: \$400.00

1. Applicant's Name: Mark Sand & Gravel Co. Phone: 218-736-7523
525 Kennedy Park Road
Fergus Falls, MN 56537 Fax: 218-736-2647
2. Owner of premises on which Mining and Reclamation is to take place:
Mark Sand & Gravel Co. Phone: 218-736-7523
525 Kennedy Park Rd
Fergus Falls, MN 56537 Fax: 218-736-2647
3. Legal description or other description of land:
 - Bunkowski Pit
 - - **N1/2 SE1/4 Ex 5 AC TR in NE corner & NELY1/2 SE1/4 SW1/4 & NE1/4 SW1/4**

Appendix I

Plan of Operation

Purpose

To continue the extraction of non-metallic minerals from this existing non-conforming use mine that was established in the late 1960's during the installation of the sewer system in the City of Vergas. Mark Sand & Gravel Co., under current ownership, has actively leased, mined aggregate materials and operated portable hot mix plants at this location since 1998. The aggregates from this mine are used for various road construction projects throughout the region. This particular mine has an extremely large aggregate deposit with hundreds of thousands of tons of aggregate materials still remaining to be mined. The rate of mining will depend on the local road construction projects offered for bid letting and the number of those projects awarded to Mark Sand & Gravel Co. At the current rate of mining there may be up to 20 years or more of aggregate materials remaining in this deposit.

Plan of Operation

Mining will continue an existing pit face to the north and away from Otter Tail County Highway 35 in the existing pit until resources are exhausted. Approximate depth of material to be mined is 25 to 40 feet. All entrances and exits will occur off of Otter Tail County Highway 35 from the existing approach. All materials will be transported by trucks on Otter Tail County Highway 35, Otter Tail County Highway 4 and/or Otter Tail County Highway 17. Any material that is hauled by Mark Sand & Gravel Co. authorized trucks and is spilled on these roadways will be removed as soon as reasonably possible.

The open portion of this aggregate resource (currently 30 acres) has had the topsoil stripped and piled in berms at the edge of the excavation. This top soil will be spread over the areas that have been completely mined as they are reclaimed. If there is not sufficient top soil to cover the entire mined area to the desired depth it may be feasible to borrow topsoil from the eastern most lowland pasture area or import topsoil during the final reclamation process.

We will move in portable crushing/screening machines with several conveyors to stockpile the materials. These machines will be located in the area necessary to complete the mining of each phase. Stockpiles of aggregate materials will be located in each area of the mining phase. These stockpiles will be hauled to the end user as needed or used in the reclamation process. Our primary source of power will be a self-contained generator. Water during heavy rainfalls may be pooled in an approximate 1 acre area located at the lowest elevation. We will utilize front-end loaders, track excavators, skid steers, and dozers on this site to mine the land. Dump trucks and semi-trucks will be used to haul the equipment in as well as truck the finished product to the end-users. Dust control will be applied to ensure minimal disturbance for the neighbors near the pit.

Water resources are used for dust control as needed. In the past the water has been acquired through purchasing from the City of Vergas or by an approved Department of Natural Resources water appropriation permit for the pumping of water from nearby lakes. All of the water that is used for the mining operation, including dust control is allowed to pool and absorb into the soil at the lowest elevation of the pit. Dust control at the crusher is mainly attained by spraying water at the point of rock crushing. Dust

control for the gravel roads within the pit area is attained by spraying a mixture of calcium chloride and water onto the roadway. The pit entrance driveway has been paved to reduce the amount of fugitive dust created by vehicles entering and exiting.

The trees on this property are considered a valuable resource. It is our intention to avoid removing any trees if possible and especially those that are located near the property boundaries. Please see included maps for additional information on tree locations. The proposed direction of mining map impacts an extremely limited number of trees.

The on-site buildings will remain intact and are currently used for storage of personal belongings as related to the farming operation of Tom Bunkowski. Terry Bunkowski has agreed to rent the farmhouse. The hobby farm has great potential value and will remain as it is now and into the future as a rental property. Adjacent properties consist of seasonal storage garages, residential homes, vacant lots and agricultural land.

Mining Plan – Currently there are just under 30 acres that have been mined or have been stripped to prepare for mining or stockpiling. Once the areas are completely mined the sloping and backfilling will begin to a rough grade as the mining continues near that area. It is important that this sloped area be brought to finish grade before spreading the topsoil. The sloped area will need to be leveled again to fix any possible area of erosion before the land is seeded into grassland.

Hot Mix Asphalt Plant – This existing site includes approximately 7 acres of level ground at the pit bottom. Included in this 7-acre area will be at least two stockpiles of aggregate materials. The hot mix plant is portable and temporary. It will be placed only as long as is needed to complete the local road construction projects and removed promptly when completed. The existing paved approach will be the entrance and exit to the hot mix asphalt production area. Semi-trucks will be utilized to haul the equipment into the pit area and to truck the finished product to the construction sites.

Reclamation

Sloping of the boundaries of the mined area will occur at a ratio of four to one as the mining progresses. Reclamation of the mined site will continue to occur during the mining process. Sloped areas that have been rough graded after the completion of mining in that area are considered to be partially reclaimed. At the completion of a mining in each area the topsoil will be spread at the depth of the surrounding area or a minimum of 3 inches and it will be seeded with a MNDOT approved natural grass mixture. This mix is a general dry prairie mix for native roadsides, ecological restoration, or conservation program plantings. Our goal will be to leave the land mostly level with gently rolling hills and sloped borders near the mine boundaries. Any on-site water will be minimized into a temporary pond. 250 trees will be maintained and/or replaced as needed along the County Highway 35 property border for privacy and security until future development occurs.

Hot Mix Asphalt Plant – A seven-acre level stockpile area may be utilized throughout the permit period. The Hot Mix Asphalt Plant will be set in the pit bottom as the mining continues to the north. The plant site will follow the mining to the north to allow for future sloping along the south border of the pit.

Appendix II

151.72 PERMIT APPLICATION REQUIREMENTS.

An application for a permit required by this article shall contain the following:

- A. The legal description of the lands from which it is proposed to excavate, remove, process, store or handle minerals. **See affirmation of sufficient interest form.**
- B. The name and address of the applicant and the name and address of the owner of the land. **See application for interim use permit**
- C. Names and addresses of all adjacent landowners within one-half mile radius.
See attached list of property owners.
- D. Copies of any agreements pertaining to the operation including the duration of any lease, if applicable. **Not applicable**
- E. The purpose of the removal. **See attachment Appendix I**
- F. The estimated time required to complete removal. **See attachment Appendix I**
- G. The highways, streets or other public ways within the city upon and along which the material removed shall be transported. **See attachment Appendix I**
- H. The plan of operation, including, but not limited to:
 - 1. Soil processing (any operation other than direct mining and removal),
 - 2. Nature of the processing and equipment, **See attachment Appendix I**
 - 3. The area to be included in the operation, **See attached maps**
 - 4. Depth of topsoil and soil type, **See attached Soils Map and legend**
 - 5. The depth and grade of excavation, **See attachment Appendix I**
 - 6. The estimated quantity of material to be added to or removed from the premises, **See attachment Appendix I**
 - 7. Location of the plant, **all plants are portable, See attached map**
 - 8. Location of stock piles, **See attached maps**
 - 9. Source of water, disposal of water and reuse of water. In the event that water is used in the operation of a pit, approval from the state department of natural resources and other appropriate state or federal agencies shall be obtained as to the type, location and depth of such well and contained with such application. **See attachment Appendix I**
 - 10. The number and location of trees prior to excavation, **See attachment Appendix I and several maps**
 - 11. Adjacent and on-site buildings and land uses **See attachment Appendix I**

12. Map or plat of the proposed pit or excavation showing the confines or limits thereof, together with the proposed finished elevations based on sea level readings. See attached maps
 13. Elevations and percent slope within 100 feet beyond the perimeter of the excavation and other such information necessary to analyze the site shall be provided by the applicant. United States Geological Survey datum shall be used for all topographic mapping where feasible. See attached maps
 14. Phasing plan which provides no more than ten (10) acres of the site to be open to active mining at any one time. Before any additional land may be mined, the applicant must reclaim the site to the condition that is indicated on the approved reclamation plan. See attached maps
- I. The operation plan must also identify actions to be taken during operation to mitigate adverse environmental impacts, particularly erosion and rising dust out of any sand or gravel pit. **See attachment Appendix I**
 - J. A reclamation plan including, but not limited to:
 1. Final grade of the property; **See attachment Appendix I**
 2. Depth of topsoil reclaimed; **See attachment Appendix I**
 3. Type of vegetation replanted; **See attachment Appendix I**
 4. Number of trees to be replanted, replacing the trees removed during excavation. **See attachment Appendix I and attached maps**

151.73 Bond

A. A cost bond of \$10,000.00 as determined by the city council will be placed in escrow once this permit application is approved.

B. A performance bond of \$100,000.00 will be provided for upon approval of this permit. This property is owned by Mark Sand & Gravel Co. and will be maintained at a high level during the future of this operation. We want this property to maintain the high value that it has for future sales and development once the area has been completely mined.

151.74 Agreement to hold city harmless

Mark Sand & Gravel Co. will provide the city with a certificate of current insurance upon approval of this permit which will name the city as an additional insured. We will hold the city harmless as required.

151.75.002 Inspection and Review Permit Fee

Upon approval of this permit application Mark Sand & Gravel Co. agrees to provide the City of Vergas with the established inspection and review permit fee. This fee is to be held in escrow account and used strictly for the engineering fees that are required due to the ordinance. An accounting for all expenses charged to the escrow account will be provided to the applicant annually by February 15th of each year.

151.76 Inspections

Mark Sand & Gravel Co. wishes to be notified of each inspection by the city engineer so that we may accompany him on site during the inspection.

151.77.03 Screening

Mark Sand & Gravel Co. will continue to maintain and or upgrade the trees as necessary during the 2024 season.



Parcel Number: 82-000-50-0022-000
Deed Holder: MARK SAND & GRAVEL COMPANY
Property Address: 560 PELICAN AVE S
 VERGAS, MN 56587-0000 [MAP THIS ADDRESS](#)
Mailing Address: PO BOX 458
 FERGUS FALLS, MN 56538-0458 USA
PDF Name: VERGAS-VILLAGE
Subdivision: N/A
Sec-Twp-Rng: 25-137-041
Legal Description: N1/2 SE1/4 EX 5 AC TR IN NE COR & NELY 1/2 SE1/4 SW1/4 & NE1/4 SW1/4 EX TRS



Prior Year Value Information

| Year | Land Value | Dwelling Value | Improvement Value | Total Value |
|------|------------|----------------|-------------------|-------------|
| 2024 | \$423,700 | \$237,400 | \$35,100 | \$696,200 |
| 2023 | \$384,600 | \$205,100 | \$35,100 | \$624,800 |
| 2022 | \$312,100 | \$150,300 | \$35,100 | \$497,500 |

Land Information

| Lot Type | Square Feet | Acres |
|--------------|----------------|--------------|
| Acres x Rate | 43,560 | 1.000 |
| Acres x Rate | 130,680 | 3.000 |
| Total | 174,240 | 4.000 |

Agricultural Land Information

| Description | Acres |
|------------------------------|--------|
| 000318 - TILL-CE NONPROD | 58.000 |
| 001200 - HIGH PAST NON PROD | 5.660 |
| 001000 - HIGH WOODS NON-PROD | 30.000 |
| 001300 - WASTELAND | 5.000 |
| 001203 - GRAVEL | 20.000 |
| 003000 - ROAD - 2A | 3.680 |
| 001200 - HIGH PAST NON PROD | 6.000 |

Residential Building Information

| Occupancy | Style | Year Built |
|--------------------------------|---------------|------------|
| Single-Family / Owner Occupied | 1 Story Frame | 1919 |

Agricultural Building Information

| Building Type | Building Count | Year Built |
|-----------------------------|----------------|------------|
| Barn - Pole | 1 | 1969 |
| Barn - Pole | 1 | 1962 |
| Machine or Utility Building | 1 | 1963 |
| Barn - Pole | 1 | 1974 |
| Steel Utility Building | 1 | 1969 |
| Barn - Pole | 1 | 1984 |
| Barn - Dairy | 1 | 1925 |
| Barn - Dairy | 1 | 1967 |
| Barn - Dairy | 1 | 1983 |
| Silo - Concrete | 1 | 1969 |
| Silo - Concrete | 1 | 1971 |



Minnesota Pollution Control Agency

520 Lafayette Road North | St. Paul, MN 55155-4194 | 651-296-6300 | 800-657-3864 | 651-282-5332 TTY | www.pca.state.mn.us

June 9, 2009

Mr. Jeff Hatlewick
Director of Safety and Compliance
525 Kennedy Park Road
Fergus Falls, MN 56537

RE: Air Emission Permit No. 11100082-001 and Voiding Air Emission Registration Permit
Nos. 99000305-001, 99000234-002, 99000264-001, 99000263-001, and 99000306-001

Dear Mr. Hatlewick:

The enclosed permit, Air Emission Permit No. 11100082-001, authorizes operation of your nonmetallic mineral processing facilities.

Please read through the permit and review its conditions and requirements. Distribute the permit to staff members responsible for ensuring compliance with the conditions and limitations in the permit.

Minn. R. 7007.1110, subp. 2b requires facilities that hold a registration permit and are eligible for a nonmetallic mineral processing general permit to apply for the general permit. This letter also serves as your notice that the MPCA has voided, effective the date of this letter, the following Air Emission Permits in accordance with Minn. R. 7007.1110, subp. 17 (see below):

| <u>Permit No.</u> | <u>Name of Facility</u> | <u>Date Permit Issued</u> |
|-------------------|--|---------------------------|
| 99000305-001 | Mark Sand & Gravel Acquisition – Plant 2 | April 25, 2002 |
| 99000234-002 | Mark Sand & Gravel Acquisition – Plant 3 | January 17, 2003 |
| 99000264-001 | Mark Sand & Gravel Acquisition – Plant 4 | August 8, 1997 |
| 99000263-001 | Mark Sand & Gravel Acquisition – Plant 5 | August 8, 1997 |
| 99000306-001 | Mark Sand & Gravel Acquisition – Plant 6 | April 25, 2002 |

Minn. R. 7007.1110

Subp. 17. Voiding an existing permit. The commissioner shall void a part 70, capped, or state permit for a stationary source which is issued a registration permit. A stationary source which is covered under the terms of a general permit is no longer covered by the general permit when it is issued a registration permit. The commissioner shall void a registration permit issued under one registration permit option for a stationary source that is issued a registration permit for a different registration permit option. The commissioner shall void a registration permit for a stationary source that is issued a part 70, state, capped, or general permit.

The reason to void the registration permits is the issuance of Air Emission Permit No. 11100082-001.



AIR EMISSION PERMIT NO. 99000150 - 002
'OPTION D' REGISTRATION PERMIT
FOR A
HOT MIX ASPHALT FACILITY

According to Minnesota Statutes Chapter 115 and 116, Minnesota Rules Chapters 7001 and 7007, and 40 CFR part 52, subp. Y:

Mark Sand & Gravel Acquisition Co
PO Box 458
Fergus Falls, MN 565380458

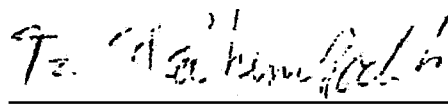
(hereinafter Permittee) is issued an Air Emission Registration Permit by the Minnesota Pollution Control Agency for its Mark Sand & Gravel Acquisition - Plant 9 facility located at various locations throughout the state of Minnesota.

The permit authorizes modification, construction, reconstruction, and operation of the stationary source under the conditions set forth below.

Issue Date: 09/26/2002

Expiration: Pursuant to Minn. Rules pt. 7007.1050, subp. 3a, the permit shall be considered not to expire until a new permit is issued.

Compliance Requirements: The Permittee shall comply with Minn. Rules pts. 7007.1110 (Registration Permit General Requirements) and 7007.1130 (Option D Requirements) and all applicable requirements.


for Karen A. Studders
Commissioner
Minnesota Pollution Control Agency



National Pollutant Discharge Elimination System/State Disposal System
MNG490000

Permittee: Multiple
Facility name: Nonmetallic Mining/Associated Activities General Permit
Issuance date: June 10, 2022
Expiration date: May 31, 2027

The Permittee is an owner or operator of facilities within the boundary of the state of Minnesota that:

- a. Discharge stormwater to waters of the state, including groundwater, from the construction sand and gravel, industrial sand, dimension stone, crushed and broken limestone, crushed and broken granite, crushed and broken stone (not elsewhere classified) mining and quarrying areas, asphalt production areas, (including portable asphalt plants), concrete block and brick, concrete products (other than block and brick), and ready-mix concrete, as well as aggregate dredging operations and uncontaminated asphalt and concrete rubble recycling at sites already listed.
- b. Discharge mine site dewatering to waters of the state, including groundwater, from construction sand and gravel, industrial sand, dimension stone, crushed and broken limestone, crushed and broken granite, and crushed and broken stone (not elsewhere classified) mining and quarrying areas.
- c. Non-stormwater discharges that meet the requirements of this permit and occur at the above-mentioned facilities.

The state of Minnesota, on behalf of its citizens through the Minnesota Pollution Control Agency (MPCA), authorizes the Permittee to construct, install and operate a disposal system at the facilities named above and to discharge to a receiving water of the state of Minnesota in accordance with the requirements of this permit.

The goal of this permit is to reduce pollutant levels in point source discharges and protect water quality in accordance with the U.S. Clean Water Act, Minnesota statutes and rules, and federal laws and regulations.

This permit is effective on the issuance date identified above. This permit expires at midnight on the expiration date identified above.

Signature: *Elise M. Doucette*

This document has been electronically signed.

Elise M. Doucette, Supervisor
Water Section
Industrial Division

for the Minnesota Pollution Control Agency

Submit eDMRs

Submit via the MPCA e-Services at

https://rsp.pca.state.mn.us/TEMPO_RSP/Orchestrate.do?initiate=true

Submit WQ reports to:

Electronically: wq.submittals.mPCA@state.mn.us

Include *Water quality submittals form*:

<https://www.pca.state.mn.us/sites/default/files/wq-wwprm7-71.docx>

Questions on this permit?

For eDMR and other permit reporting issues, use the directory listed at the bottom of the DMR page:

<https://www.pca.state.mn.us/water/discharge-monitoring-reports>

For specific permit requirements, contact your compliance staff:

<https://www.pca.state.mn.us/water/wastewater-compliance->

wq-wwprm7-33b

LICENSE AND PERMIT BOND**KNOW ALL MEN BY THESE PRESENTS:**

THAT WE, Mark Sand & Gravel Co., PO Box 458, Fergus Falls, MN 56538 as Principal, and Liberty Mutual Insurance Company, a Massachusetts Corporation, as Surety, are held and firmly bound unto City of Vergas, PO Box 32, 111 Main St., Vergas, MN 56587 in the sum of One Hundred Thousand and 00/100 DOLLARS (\$100,000.00) for the payment of which sum, well and truly to be made, we bind ourselves, our personal representatives, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION of this bond is such that the Principal has applied for an Interim Use Permit for Reclamation of Aggregate Mining at 560 Pelican Ave S, Vergas, MN 56587, Vergas, Minnesota; Plat or Addition 82000500022000 in accordance with the requirements of ordinances of said Obligee, and has agreed to hold said Obligee harmless from suffering and loss or damage occasioned by said Principal's failing to comply with any provisions of any ordinances applicable to the work performed by said Principal.

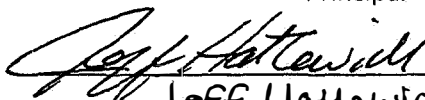
NOW, THEREFORE, if the Principal shall, during the period commencing on the aforesaid date, faithfully perform all the duties according to the requirement of the Ordinances regulating said license, and protect said Obligee from and damage as hereinbefore stated, then this obligation shall become void and of no effect, otherwise to be and remain in full force and virtue.

This bond may be terminated as to future acts of the Principal upon thirty (30) days written notice by the Surety. Otherwise, this bond expires at midnight May 19, 2024. All claims must be made before the expiration date.

Dated this 16th day of March, 2023.

Mark Sand & Gravel Co.

Principal


Jeff Hattewick, VP

Liberty Mutual Insurance Company

Surety


Attorney-in-Fact



This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: **8207173 - 190054**

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Brian J. Oestreich; C. White; Emily White; Joshua R. Loftis; Lin Ulven; Melinda C. Blodgett; Nathan Weaver; Nicole Stillings; R. C. Bowman; R. W. Frank; Rachel Thomas; Ross S. Squires; Sandra M. Engstrom; Ted Jorgensen; Tina L. Domask

all of the city of Minneapolis state of MN each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 24th day of January, 2022.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By:

David M. Carey
David M. Carey, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 24th day of January, 2022 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number 1128244
Member, Pennsylvania Association of Notaries

By:

Teresa Pastella
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 16th day of March, 2023.



By:

Renee C. Llewellyn
Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

CORPORATE ACKNOWLEDGMENT

State of Minnesota)
) ss
County of Otter Tail)

On this 16 day of March, before me appeared Jeff Hattewick
to me personally known, who, being by me duly sworn, did say that he/she is the Vice President
of Mark Sand & Gravel Co., a corporation, that the seal affixed to the
foregoing instrument is the corporate seal of said corporation, and that said instrument was executed in
behalf of said corporation by authority of its Board of Directors, and that said Jeff Hattewick
acknowledged said instrument to be the free act and deed of said corporation.

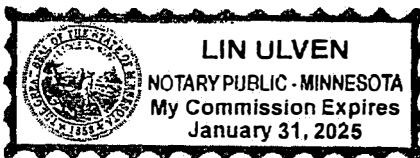


Susan Rund
Notary Public Grant County, MN
My commission expires 1-31-2026

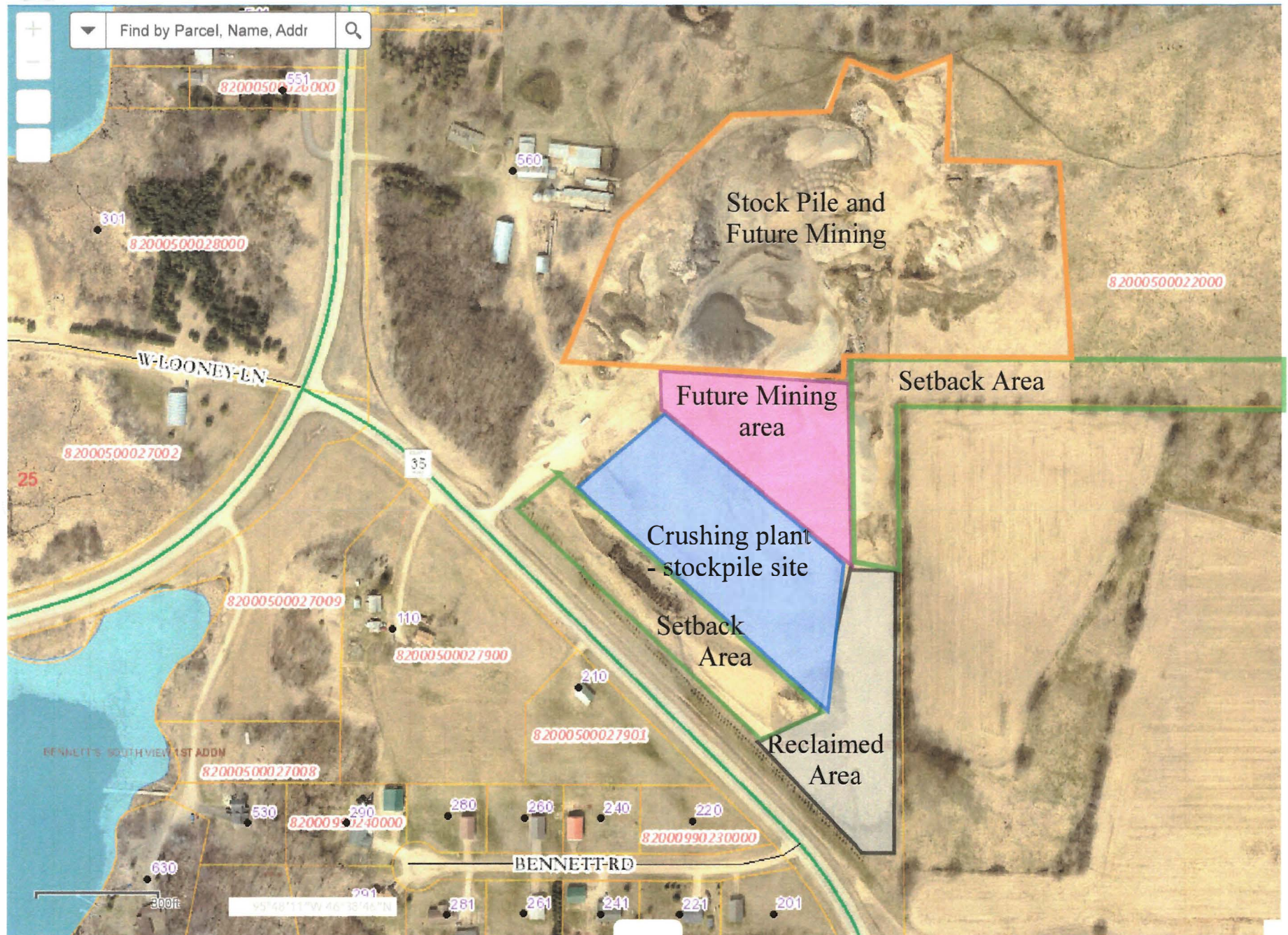
SURETY ACKNOWLEDGMENT

State of Minnesota)
) ss
County of Hennepin)

On this 16th day of March 2023, before me appeared Joshua R. Loftis,
to me personally know, who being by me duly sworn, did say that (s)he is the Attorney-in-Fact of
Liberty Mutual Insurance Company, a corporation, that the seal
affixed to the foregoing instrument is the corporate seal of said corporation and that said instrument was
executed in behalf of said corporation by authority of its Board of Directors; and that said
Joshua R. Loftis acknowledged said instrument to be the free act and deed of said corporation.



[Signature]
Notary Public Ramsay County, MN
My commission expires 1/31/2025



Bunkowski Wetlands map 2024




Soil Map—Otter Tail County, Minnesota
(Bunkowski Pit Vergas MN)



Soil Map—Otter Tail County, Minnesota
(Bunkowski Pit Vergas MN)

MAP LEGEND

Area of Interest (AOI)

 Area of Interest (AOI)

Soils

 Soil Map Unit Polygons

 Soil Map Unit Lines

 Soil Map Unit Points

Special Point Features



Blowout



Borrow Pit



Clay Spot



Closed Depression



Gravel Pit



Gravelly Spot



Landfill



Lava Flow



Marsh or swamp



Mine or Quarry



Miscellaneous Water



Perennial Water



Rock Outcrop



Saline Spot



Sandy Spot



Severely Eroded Spot



Sinkhole



Slide or Slip



Sodic Spot



Spoil Area



Stony Spot



Very Stony Spot



Wet Spot



Other



Special Line Features

Water Features

Streams and Canals

Transportation



Rails



Interstate Highways



US Routes

Major Roads

Local Roads

Background



Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:20,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service

Web Soil Survey URL:

Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Otter Tail County, Minnesota

Survey Area Data: Version 16, Jun 10, 2020

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Jul 25, 2014—Oct 23, 2016

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.



Map Unit Legend

| Map Unit Symbol | Map Unit Name | Acres in AOI | Percent of AOI |
|------------------------------------|---|--------------|----------------|
| 441B | Almora loam, 2 to 6 percent slopes | 4.9 | 13.8% |
| 1196B | Lida-Two Inlets complex, 1 to 8 percent slopes | 26.8 | 76.2% |
| 1196C | Lida-Two Inlets complex, 8 to 15 percent slopes | 3.5 | 10.0% |
| Totals for Area of Interest | | 35.2 | 100.0% |



Bunkowski Topographical Map 2024

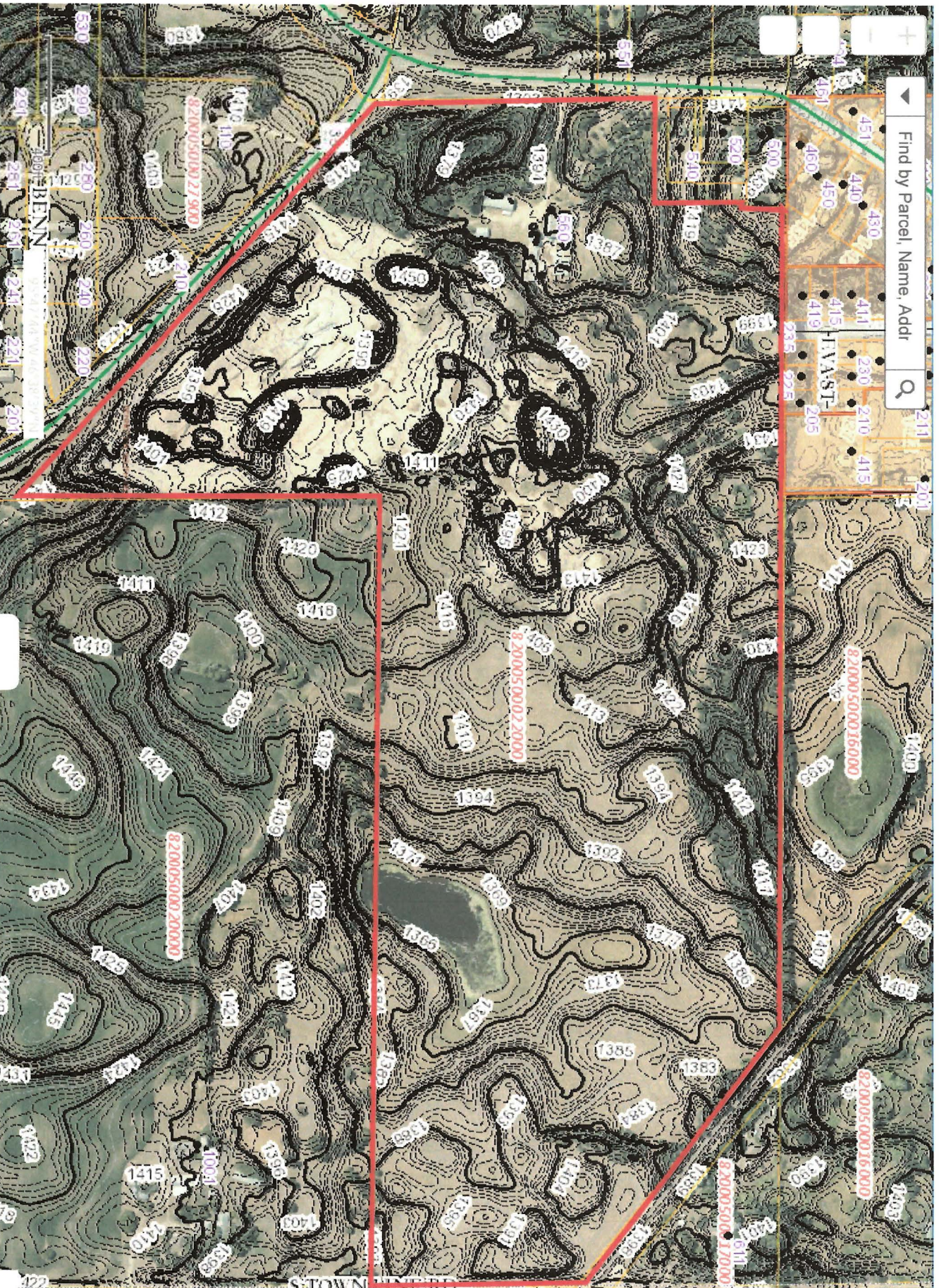


Otter Tail County

Visit the County Website

Give Feedback

Report an Error



Property Owners within 1/2 mile of the Bunkowski Pit - Vergas, MN

| Name | Mailing address | MADDR2 | City | State | Zip code | ZIP4 |
|--------------------------------|---------------------------|---------------|------------------|-------|----------|------|
| AMANDA GRONHOVD & T TUMBERG | 220 9TH AVE S | | SOUTH SAINT PAUL | MN | 55075 | 2212 |
| AMBER DAHLGREN & ADAM BRISTLIN | | PO BOX 67 | VERGAS | MN | 56587 | 67 |
| ANDERSON,DENNIS D & JANICE A | | PO BOX 171 | VERGAS | MN | 56587 | 171 |
| ANDERSON,MARK & MARY | 11000 XYLON LN N | | CHAMPLIN | MN | 55316 | 3713 |
| ANDREW PETERSON REV TST | 80343 ERICSON SCOTIA AVE | | SCOTIA | NE | 68875 | 5126 |
| AUSTAN SCHMIDT & ZOE M SCHWAB | 815 SCHARF AVE E | | VERGAS | MN | 56587 | 4209 |
| BAUMGART,MICHAEL J | 520 PELICAN AVE S | | VERGAS | MN | 56587 | 4109 |
| BELLEFEUILLE,DARCY L & BONNIE | 221 BENNETT RD | | VERGAS | MN | 56587 | 4121 |
| BENNETT,DONALD | 32257 COUNTY HIGHWAY 4 | | VERGAS | MN | 56587 | 9400 |
| BERVEN,DWIGHT & STACY A | 450 PELICAN AVE S | | VERGAS | MN | 56587 | 4107 |
| BJ'S REAL ESTATE INC | 3200 11TH ST S UNIT 113 | | FARGO | ND | 58104 | 4609 |
| BLIXT,SANDRA K | 225 CHAFFEE AVE | | AMENIA | ND | 58004 | 4018 |
| BOBBIE SCHRUPP JORGENSEN ET AL | 380 PELICAN AVE S | | VERGAS | MN | 56587 | 4105 |
| BOOGAARD,JAMES C & HANNAH | 160 ELM ST E | PO BOX 6 | VERGAS | MN | 56587 | |
| BOSCH,KELLY & MICKIE | 822 246TH ST S | | HAWLEY | MN | 56549 | 9601 |
| BOWLES,LAURA M & BEAR R | 2801 23RD ST S | | FARGO | ND | 58103 | 5805 |
| BOYD,ANTHONY E | 601 4TH ST W | | PARK RAPIDS | MN | 56470 | 1333 |
| BREMER,DENNIS C & CYNTHIA A | 1030 TONKAWA RD | | LONG LAKE | MN | 55356 | 9238 |
| BROWN,SHARI & CHRISTOPHER | 1130 TOWN LINE RD S | | VERGAS | MN | 56587 | |
| BRUHN,PAUL E & CARMEN I | 955 GABRIEL CIR | | DETROIT LAKES | MN | 56501 | 4835 |
| BUEIDE,DANIEL A & MICHELLE M | 3214 45TH AVE S | | FARGO | ND | 58104 | 6650 |
| BUERMANN,KODY M | 381 PELICAN AVE S | | VERGAS | MN | 56587 | 4106 |
| BUGBEE FAMILY REV LIV TST | 46917 BIG OWL TRL | | VERGAS | MN | 56587 | 9570 |
| BUNKOWSKE,ANDREW & JACQUELINE | 44571 MOSQUITO HEIGHTS RD | | PERHAM | MN | 56573 | 8807 |
| BUNKOWSKE,KEITH M & SHELLEY R | 202 TOWN LINE RD S | | VERGAS | MN | 56587 | 4223 |
| BURG,RONALD J | 46851 BIG OWL LOOP | | VERGAS | MN | 56587 | 9500 |
| BURLINGTON NORTHERN RR CO | | PO BOX 961089 | FORT WORTH | TX | 76161 | 89 |
| CALVIN MILLER & D FRATTERELLI | 311 SCHARF AVE E | | VERGAS | MN | 56587 | 4202 |
| CATTAIL COVEY LLP | | PO BOX 335 | FARGO | ND | 58107 | 335 |
| CHRISTOPHER G EIDEN ET AL | 281 BENNETT RD | | VERGAS | MN | 56587 | 4121 |
| CITY OF VERGAS | | PO BOX 32 | VERGAS | MN | 56587 | 32 |
| CITY OF VERGAS HRA | | PO BOX 32 | VERGAS | MN | 56587 | 32 |

| | | | | | | |
|--------------------------------|------------------------|------------|---------------|----|-------|------|
| GOEDDERTZ,DAVID E & MARY A | 46956 BIG OWL TRL | | VERGAS | MN | 56587 | 9570 |
| GOLKOWSKI,LARRY F | 12288 353RD AVE | | FRAZEE | MN | 56544 | 8507 |
| GROSSMAN,SETH & JORDAN A | 220 HILL ST W | | VERGAS | MN | 56587 | 4116 |
| GW LARSON COMPANIES LLC | 1209 KENNETH ST | | DETROIT LAKES | MN | 56501 | 4306 |
| HAAG,DANIEL P & PATTI J | 46965 BIG OWL LP | | VERGAS | MN | 56587 | 9500 |
| HAARSTICK,DEAN W | | PO BOX 160 | VERGAS | MN | 56587 | 160 |
| HAGLUND,ERWIN THORAS & BRIAN | 351 PELICAN AVE S | | VERGAS | MN | 56587 | 4106 |
| HALVERSON,JOHN D & SUE K | 401 6TH AVE N APT 117 | | FARGO | ND | 58102 | 4501 |
| HANSON,JEFFREY R & TERRIE L | 451 PELICAN AVE S | | VERGAS | MN | 56587 | 4108 |
| HANSON,JEFFRY R & ROBIN D | | PO BOX 301 | PERHAM | MN | 56573 | 301 |
| HANSON,JOHN E & MARY L | 19532 232ND ST | | AUDUBON | MN | 56511 | 9511 |
| HANSON,MATTHEW C | 45750 310TH AVE | | VERGAS | MN | 56587 | 9101 |
| HANSON,ROBIN D & JEFFRY R | 646 3RD AVE SE | | PERHAM | MN | 56573 | 1744 |
| HARILUK,LOGAN L | 281 HILL ST W | | VERGAS | MN | 56587 | 4117 |
| HASSE,REBECCA & SHANE | 231 HILL ST W | | VERGAS | MN | 56587 | 4117 |
| HEEMSTRA,DELBERT G | 15872 RIDGEVIEW LN E | | DETROIT LAKES | MN | 56501 | 7152 |
| HILL,KAREN LEE | 3514 HUNTERS DEW | | SAN ANTONIO | TX | 78230 | 2860 |
| HILLSTROM,CHARLES W & KATHRYN | 32267 COUNTY HIGHWAY 4 | PO BOX 88 | VERGAS | MN | 56587 | 9400 |
| HOARD,DANIEL | 390 PELICAN AVE S | | VERGAS | MN | 56587 | 4105 |
| HODNEFIELD,PATRICK E | 441 PELICAN AVE S | | VERGAS | MN | 56587 | 4108 |
| HOFFMAN,JILL | | PO BOX 7 | VERGAS | MN | 56587 | 7 |
| HOFFMANN,CARL W & CONNIE L | 106 ELM ST E | | VERGAS | MN | 56587 | 4017 |
| HOFFMANN,JAMES & MELAINE JOYCE | 440 PELICAN AVE S | | VERGAS | MN | 56587 | 4107 |
| HOWE,JEREMIAH | 370 PELICAN AVE S | PO BOX 191 | VERGAS | MN | 56587 | 4105 |
| HUCK,JASON A & BERET E | 5509 15TH ST S | | FARGO | ND | 58104 | 6395 |
| HUDDLESTON HARDWARE INC | | PO BOX 204 | VERGAS | MN | 56587 | 204 |
| HUDDLESTON,BRADLEY & MALLORY | 34226 SYBIL LAKE RD | | VERGAS | MN | 56587 | 9550 |
| INGBERG,JULIE | | PO BOX 101 | VERGAS | MN | 56587 | 101 |
| JACOBY,ROBERT & DEBRA | 1030 SCHARF AVE E | | VERGAS | MN | 56587 | 4214 |
| JACQUELINE BUERMANN & J AXTON | 220 HILL ST W | | VERGAS | MN | 56587 | 4116 |
| JAMES A BONHAM REV TST | 1306 BAY VIEW DR | | DEVILS LAKE | ND | 58301 | 8628 |
| JEANETTE C BRUHN TST | | PO BOX 116 | VERGAS | MN | 56587 | 116 |
| JEANETTE CARRELL ET AL | 3187 PARK OVERLOOK DR | | SHOREVIEW | MN | 55126 | 4113 |
| JEFFREY DOSTAL ET AL | 5070 PROSPERITY WAY S | | FARGO | ND | 58104 | 7567 |

| | | | | | | |
|---------------------------------|-------------------------|--------------|---------------|----|-------|------|
| MANEVAL,MICHAEL F | | PO BOX 37 | VERGAS | MN | 56587 | 37 |
| MANEVAL,ROBIN & BARBARA | | PO BOX 93 | VERGAS | MN | 56587 | 93 |
| MARIE E SCHULTZ REV TST | 640 TOWN LINE RD S | | VERGAS | MN | 56587 | 4225 |
| MARK SAND & GRAVEL COMPANY | | PO BOX 458 | FERGUS FALLS | MN | 56538 | 458 |
| MCCORQUODALE,KATIE M | | PO BOX 50 | VERGAS | MN | 56587 | 50 |
| MELBYE, TYLER J & KATELYNN E | 225 MAIN ST W | | VERGAS | MN | 56587 | |
| MENZ, LOREN K & DIANE K | | PO BOX 17 | VERGAS | MN | 56587 | 17 |
| METHODIST CHURCH OF VERGAS | | PO BOX 243 | VERGAS | MN | 56587 | 243 |
| METZGER, GLENN M & PAT A | 46859 BIG OWL TRL | | VERGAS | MN | 56587 | 9509 |
| MITCHELL B & B J GOLDSTEIN TST | 1000 SCHARF AVE E | | VERGAS | MN | 56587 | 4214 |
| MITCHELL, GERALD S & AUDREY D | | PO BOX 294 | FRAZEE | MN | 56544 | 294 |
| MOE, CLIFFORD D | | PO BOX 242 | VERGAS | MN | 56587 | 242 |
| MOE, JANE ESTHER | | PO BOX 44 | VERGAS | MN | 56587 | 44 |
| MOLTZAN, RICKY A & MELISSA A | | PO BOX 148 | VERGAS | MN | 56587 | 148 |
| NATALIES SERENDIPITY LLC | | PO BOX 85 | VERGAS | MN | 56587 | 85 |
| NEIL J & D STRAWHORN REV TSTS | | PO BOX 173 | VERGAS | MN | 56587 | 173 |
| NELSON, AMBER & RYAN | 610 KROSHUS DR | | DILWORTH | MN | 56529 | 1638 |
| NELSON, RICHARD A & MARGARET J | 2551 66TH AVE S | | FARGO | ND | 58102 | 7960 |
| NERESON, BRUCE A & JANICE K | 4132 ARTHUR DR | | FARGO | ND | 58104 | 4574 |
| NESEMEIER, AMY | | PO BOX 10723 | FARGO | ND | 58103 | 723 |
| NIEMANN, KEVIN LEE | 1232 LINCOLN AVE | | DETROIT LAKES | MN | 56501 | 4015 |
| NUSTAD, RACHEL K | 151 LINDEN ST E | | VERGAS | MN | 56587 | 4013 |
| OHMAN, ALEXANDER G & ALYSSA J | 208 MAIN ST W | | VERGAS | MN | 56587 | |
| OLDS, NOAH J | 14680 LAKE SALLIE DR W | | DETROIT LAKES | MN | 56501 | 7114 |
| OLSON OIL CO INC | 1425 LINCOLN AVE W | | FERGUS FALLS | MN | 56537 | 1005 |
| OSBORN, LAURA | 110 ELM ST | | VERGAS | MN | 56587 | 4016 |
| OTTER TAIL CO HRA | 500 FIR AVE W | | FERGUS FALLS | MN | 56537 | |
| PALMER, ELAINE E | 1025 SCHARF AVE E | | VERGAS | MN | 56587 | 4230 |
| PATRICK T SKELLY ET AL | 4279 HAWKS BURY CIR | | EAGAN | MN | 55123 | 3062 |
| PEIL, TIMOTHY S & KATHRYN A | 46949 BIG OWL TRL | PO BOX 252 | VERGAS | MN | 56587 | 252 |
| PENNEY, JOYCE A | | PO BOX 161 | VERGAS | MN | 56587 | 161 |
| PERHAM COOP CREAMERY ASSOC | | PO BOX 247 | PERHAM | MN | 56573 | 247 |
| PERRY, BRYAN & VANESSA | 49186 COUNTY HIGHWAY 31 | | VERGAS | MN | 56587 | 9421 |
| PETERSON, RICHARD L & MICHELE J | 1827 26TH AVE NW | | NEW BRIGHTON | MN | 55112 | 1744 |

| | | | | | | |
|--------------------------------|--------------------------|------------|----------------|----|-------|------|
| STONE,SUSAN R | 551 PELICAN AVE S | | VERGAS | MN | 56587 | 4110 |
| STRAND,KERRY & MICHELLE | 100 TOWNLINE RD S | | VERGAS | MN | 56587 | 4218 |
| STRAND,PATRICIA A | | PO BOX 71 | VERGAS | MN | 56587 | 71 |
| STROM,TIMOTHY W & CHERYL L | | PO BOX 208 | VERGAS | MN | 56587 | 208 |
| SUMMERS HOLDINGS LLC | 300 OLD DETROIT RD | | VERGAS | MN | 56587 | 4032 |
| TANGEN,BRIAN A & BRENDA K | 604 2ND ST SW | | FRAZEE | MN | 56544 | 4318 |
| TEGTMEIER,AUSTIN C | | PO BOX 171 | VERGAS | MN | 56587 | 171 |
| THEISEN,KYLE | 275 RAILWAY AVE S | | VERGAS | MN | 56587 | 4006 |
| THOMAS J & PATRICIA HENG TST | 46821 BIG OWL LOOP | | VERGAS | MN | 56587 | 9500 |
| THOMAS,HELEN M | 819 SCHARF AVE E | | VERGAS | MN | 56587 | |
| TINA EISCHENS & CAROLYN HARRIS | 221 HILL ST W | | VERGAS | MN | 56587 | 4117 |
| TJADEN,LORI K | 33178 SYBLING HILLS RD | | VERGAS | MN | 56587 | 9506 |
| TUTTLE,ROBERT J & JEANINE | 39878 298TH ST | | ROSEAU | MN | 56751 | 8327 |
| UEKE,DONALD R & RHONDA D | 371 PELICAN AVE S | | VERGAS | MN | 56587 | 4106 |
| VANESSA PERRY & JORDAN SLEEN | 49186 COUNTY HIGHWAY 31 | | VERGAS | MN | 56587 | 9421 |
| VAUN R BRUHN REV TST ET AL | 45531 385TH AVE | | FRAZEE | MN | 56544 | 8928 |
| VERGAS STATE BANK | | PO BOX 67 | VERGAS | MN | 56587 | 67 |
| WACKER,THOMAS J C & SARAH N | 35224 FREEDOM FLYER RD | | VERGAS | MN | 56587 | 9559 |
| WALLACE FAMILY LIVING TST | 1040 PASTURE CANYON DR E | | SAN TAN VALLEY | AZ | 85143 | 5846 |
| WALLACE,LEIGHTON & BRYCE | 530 PELICAN AVE S | | VERGAS | MN | 56587 | |
| WATSON,DARREN & MICHELLE | 813 UNIVERSITY DR N | | FARGO | ND | 58102 | 3544 |
| WELDON,BENJAMIN J & NICOLE | | PO BOX 215 | VERGAS | MN | 56587 | 215 |
| WIEBEN,TIMOTHY E & MARY A | 2627 ITHICA DR | | BISMARCK | ND | 58503 | 945 |
| WILLIAM ESSER TST | 810 WOODCREEK RANCH RD | | WIMBERLEY | TX | 78676 | 5524 |
| WOODS,CORY D & CASSANDRA | 304 PELICAN AVE S | | VERGAS | MN | 56587 | 4105 |
| WOUTERS,KATHLEEN | 180 3RD AVE S | PO BOX 124 | VERGAS | MN | 56587 | 124 |
| YGGDRASIL LLC | 219 FRAZEE AVE E | | VERGAS | MN | 56587 | |
| ZITZOW,BYRON P & CONNIE S | 46828 BIG OWL LOOP | | VERGAS | MN | 56587 | 9500 |
| ZITZOW,KEVIN R | 240 HILL ST W | PO BOX 73 | VERGAS | MN | 56587 | 4116 |

Bunkowski Gravel Pit

2024 Compliance Report

Prepared for:
City of Vergas, Minnesota

May 2024

2024

Bunkowski Gravel Pit Compliance Report

Vergas, Minnesota

Widseth Project #2024-10088

Report for the City of Vergas, MN

By: Widseth

CERTIFICATION

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

PRINTED NAME: BLAINE GREEN

SIGNATURE: 

DATE: 5/20/2024 LICENSE NUMBER: 57140

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EXECUTIVE SUMMARY

The purpose of this report is to assess whether the current Bunkowski Gravel Pit adheres to the regulations set forth in City of Vergas Ordinance No. 2023-004, titled "151.7 Excavation, Mining, and Gravel Pits." As the consultant for the City of Vergas, Widseth conducted an aerial survey of the gravel pit property and created maps to obtain areas of active mining, reclaimed area, virgin land, prohibited zone, potential minable, and non-compliant areas. These areas were then compared against the stipulations outlined in the ordinance to ascertain whether the property complies with the regulations or if any violations are present.

This report can determine the compliance of the following:

151.77.02 Fencing or Berm: The fencing on site meets the requirements of this section.

151.77.03 Screening: Obvious efforts have been made to replant dead trees. At the time of the inspection it looked as if several additional trees had been replanted, but the inspector was unable to determine health of trees due to the time of year. The screening will be continually monitored.

151.77.04 Access Roads: The current access roads meet the requirements set forth by the ordinance regarding safety, noise, and dust.

151.77.08 Maximum Slopes: The slopes meet the requirements as described in this section. See maps in **Appendix G**.

151.77.09 Setbacks: Per the map in **Appendix F** there are areas in the gravel pit that do not meet the setback requirements. When comparing to the previous gravel pit report, it appears there's been an effort to remedy these setback conditions. Approximately 2.45 acres have entered "reclaimed" status in areas that were previously non-compliant.

151.77.10 Limits of Excavation: Approximately 26.13 of the 89.91 acres can be considered "active excavation" at the time of survey. This number is roughly 29% of the potential mineable area which meets the 50% requirement. A caveat to this information: Approximately 2.72 acres of the active excavation is in the prohibited zone.

151.77.11 Noxious Weeds: No obvious noxious weeds were observed.

Widseth's assessment indicates that the Bunkowski Gravel Pit, which is under the ownership and operation of Mark Sand & Gravel Co., is presently not in accordance with the provisions outlined in City of Vergas Ordinance No. 2023-004, titled "151.70 Excavation, Mining, and Gravel Pits." Specifically, the setback distances do not comply with the ordinance as of the reporting period. The specific violations are outlined below:

- One setback violation located along the east side of the property line off East Looney Lane (CSAH 35) due to being within 100' of the property line. This area does not meet the setback or reclamation requirement.
- Two setback violations located along the south property line off East Looney Lane (CSAH 35) due to being within 500' of occupied structures. These areas do not meet the setback or reclamation requirement.

Widseth recommends that the applicant makes continued efforts to bring the pit back into compliance with the ordinance prior to the next inspection expected in the spring of 2025.

INTRODUCTION

The Bunkowski gravel pit, situated in Vergas, Minnesota, was established during the 1960s and is presently under the ownership of Mark Sand & Gravel. Its primary function is the extraction of non-metallic materials. The map pinpointing the gravel pit's location is in **Appendix A**, while **Appendix B** contains a copy of the contract for deed, which includes the property's legal description. The aggregate materials extracted from this pit will serve as a crucial resource for various road construction projects across the region, with a planned utilization spanning a 20-year period.

Figure 1 - Bunkowski Gravel Pit



The purpose of this compliance report is to determine if the current gravel pit is following the City of Vergas Ordinance No. 2023-004 “151 Excavation, Mining and Gravel Pits.” A copy of this ordinance can be found in **Appendix C**. The City of Vergas passed this ordinance to regulate existing and future mining operations, to establish proper land utilization, and to protect public health, life, and general welfare.

Mark Sand & Gravel submitted an interim use permit, found in **Appendix D**, for the continued use of the pit within city limits.

MINE DESCRIPTION

The gravel pit is located on the northeast corner of South Pelican Avenue and East Looney Lane (CSAH 35) on the south side of Vergas. The property consists of approximately 130 acres. Currently, 26.13 acres can be considered “active gravel pit.” Active gravel pit is defined by the ordinance as any area where the topsoil or overburden has been removed for the purpose of mining earthly deposits or minerals. The remaining 101.80 acres is described as “virgin land.” Virgin land is defined as the area untouched and undisturbed by mining/excavation operations.

PHASING

The phasing plan as applied is provided in the 2024 application. The Pit owner’s intention is to reduce the overall footprint and to bring finished areas to the reclaimed status. Per the provided mining plan, the mining area will continue extending North within the site.

SITE REQUIREMENTS

City of Vergas Ordinance No. 2023-004, titled “151 Excavation, Mining, and Gravel Pits” describes a set of guidelines that must be adhered to by gravel pits situated within the city’s boundaries. Below, a summary of the stipulations concerning maximum slopes, minimum setbacks, and excavation limits can be found:

Maximum Slopes

Throughout the entire operational period, any excavations, excluding the active working face, must exhibit a slope on all sides not exceeding a one-foot horizontal to one-foot vertical ratio, unless the city grants approval for a steeper slope. In cases where excavations border a public roadway, another right-of-way, or neighboring property, the maximum allowable slope should be no steeper than four to one. When excavations are contiguous with or close to bodies of water, the slopes should not exceed a maximum ratio of six to one. See **Table 1** below.

Table 1 - Maximum Slopes

| Location: | Maximum Slope (H:V) |
|---|---------------------|
| Operating Areas other than Working Face | 1:1 |
| Adjacent to Public Roadways or Other Properties | 4:1 |
| Adjacent to Bodies of Water | 6:1 |

Setbacks

Mining within the defined setbacks is subject to specific rules:

1. No mining is allowed within one hundred (100) feet of property lines, road right-of-way, or easements.
2. Furthermore, no part of the operation can be located within five hundred (500) feet from any occupied structure that is not owned by the Operator or Owner and existed at the time of the initial permitting.

Limits of Excavation

No more than 50% of the total potential minable area shall be open to active excavation at any one time. Before any additional land may be mined, the applicant must reclaim portions of the potential minable area to the condition that is indicated on the approved reclamation plan.

INSPECTION

The City of Vergas has made a request for Widseth to conduct annual inspections of the Bunkowski gravel pit. These inspections are intended to confirm adherence to the provisions outlined in City of Vergas Ordinance No. 2023-004, titled "151 Excavation, Mining, and Gravel Pits."

Process

Widseth conducted a visual inspection of the site premises on April 29th, and aerial surveying to obtain an aerial image and a ground surface file of the property.

REPORTING

The aerial image and lidar data was imported into AutoCAD Civil 3D software for the purpose of analyzing and quantifying the current characteristics of the gravel pit. This process resulted in the creation of comprehensive maps that delineate various aspects, including active mining regions, untouched land parcels, areas with potential for mining, restricted zones, property boundaries, and setback distances. A visual representation of the current conditions can be found in **Appendix E**.

Results

A review of the site with its current conditions was conducted. Areas of the gravel pit were classified into different sections. The sections were classified as the following: active mining, virgin land, reclaimed, potential minable, prohibited zone, and non-compliant. Several maps were made outlining these sections. The areas for the sections of active mining, virgin land, reclaimed, potential minable, prohibited zone, and non-compliant are shown in **Table 2** below.

Table 2 - Area Classifications

| Area Classification: | Acres |
|----------------------|--------|
| Active Mining | 26.13 |
| Virgin Land | 101.80 |
| Reclaimed | 2.45 |
| Potential Minable | 89.91 |
| Prohibited Zone | 40.47 |
| Non-Compliant | 2.72 |

It has been determined that several provisions outlined in the City Ordinance are not being met. Specifically, there are violations of the 100-foot property setback along the eastern property line adjacent to E Looney Ln (CSAH 35), and two areas along the southern property line bordering E Looney Ln (CSAH 35) violate the 500-foot structure setback requirement. A map illustrating these setback violations can be found in **Appendix F**.

CONCLUSION

As previously detailed, the Bunkowski gravel pit is not in accordance with the stipulations set forth in City of Vergas Ordinance No. 2023-004, titled "151 Excavation, Mining, and Gravel Pits." Specifically, there are two instances of setback violations. However, it's worth noting that the boundaries of excavation for the "Active Gravel Pit" presently adhere to the ordinance's requirements.

Recommendations

The suggested course of action is for Mark Sand & Gravel to rectify the violations identified in this report utilizing the company's internal resources, methods, procedures, sequences, or techniques. All work carried out within the gravel pit premises should follow this approach. Subsequently, these areas should undergo a grading process, be covered with topsoil, and seeded as stipulated in the interim use permit application submitted by Mark Sand & Gravel.

Summary

The conclusions and recommendations presented in this report have been formulated using measurements derived from aerial imagery. It is expected that addressing the existing violations will necessitate moderate grading and reclamation efforts before the next inspection, scheduled for the spring of 2025, in preparation for the commencement of gravel pit utilization. Rectifying these violations is essential to ensure proper land use and to safeguard the well-being, safety, and overall welfare of the public.

Widseth estimated that the gravel pit had a net change of roughly 27,300 cubic yards from the lidar surfaces from 2023 to 2024.

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APPENDIX A – LOCATION MAP



APPENDIX B - BUNKOWSKI LEGAL DESCRIPTION

**CONTRACT FOR DEED
Individual Seller**

Date: August _____, 2015

THIS CONTRACT FOR DEED is made on the above date by **Donald Bunkowski and Janette Bunkowski, husband and wife**, Seller (whether one or more), and **Mark Sand and Gravel Co.**, Purchaser.

Seller and Purchaser agree to the following terms:

1. **PROPERTY DESCRIPTION.** Seller hereby sells, and Purchaser hereby buys, real property in Otter Tail County, Minnesota, described as follows:

The North One Half of the Southeast One Quarter (N1/2 SE1/4), except 5 acres in the Northeast corner thereof, in Section 25, Township One Hundred Thirty-seven (137) North, Range Forty-one (41) West, which tract is described as follows: Beginning at the Northeast corner of the Southeast One Quarter (SE 1/4) of Section Twenty-five (25), of the unplatted lands of the Village of Vergas, thence South 34 rods and 4 feet following the township line between Candor and Hobart Townships to a point intersection with the Railway right of way of the Minneapolis, St. Paul & Ste. Marie Ry., then in a Northwesternly direction 58 rods and 10 feet to a place where the above named railway right of way intersects with the quarter section line thence due East 45 rods and 10 feet to place of beginning;

The East One Half of the Southwest One-Quarter, (E1/2 SW1/4), EXCEPT the following described tracts, to wit:

- 1) Beginning at the Southeast corner of the Southeast One-Quarter of the Southwest One-Quarter (SE1/4 SW1/4) of Section 25, thence in a straight line 80 rods West, thence in a straight line 80 rods North, thence in a straight line diagonally through said Southeast One-Quarter of the Southwest One-Quarter (SE1/4 SW1/4), to the place of beginning;

- 2) Beginning at a point 2 rods East of the Northwest corner of the East One-Half of the Southwest One-Quarter, (E1/2 SW1/4), running thence South 8 rods, thence East 20 rods, thence North 8 rods, thence West 20 rods to the place of beginning. Containing one acre;
- 3) Beginning at a point that is 33 feet East of the West line and 132 feet South of the North line of the East One-Half of the Southwest One-Quarter (E1/2 SW1/4) of Section 25, thence South along the East line of highway a distance of 173 feet, thence East a distance of 252 feet, thence North a distance of 173 feet, thence West a distance of 252 feet to point of beginning;
- 4) Beginning at a point that is 305 feet South of the North line of the East One-half of the Southwest One-Quarter (E1/2 SW1/4) of Section 25, thence due East a distance of 247 1/2 feet, thence due South a distance of 87 1/2 feet, thence due West 247 1/2 feet, thence North 87 1/2 feet to place of beginning, all in Section 25.

Subject to any easements, covenants, or restrictions of record.

together with all hereditaments and appurtenances belonging thereto (the Property).

SUBJECT TO THE RESERVATION OF A LIFE ESTATE IN THE SELLERS IN AND TO THE FOLLOWING:

That part of the East One-Half of the Southwest One-Quarter, (E1/2 SW1/4) of Section 25, Township 137, Range 41, lying west of the following described line:

Commencing at the northwest corner of the East One-Half of the Southwest One-Quarter, (E1/2 SW1/4), thence easterly on and long the north line of said east half a distance of 700 feet to the point of beginning; thence south and parallel to the west line of the said east half to a point of intersection with East Loony Lane and there terminating.

2. **TITLE.** Seller warrants that title to the Property is, on the date of this contract, subject only to the following exceptions:

- (a) Covenants, conditions, restrictions, declarations and easements of record, if any;
- (b) Reservations of minerals or mineral rights by the State of Minnesota, if any;
- (c) Building, zoning and subdivision laws and regulations;
- (d) The lien of real estate taxes and installments of special assessments which are payable by Purchaser pursuant to paragraph 6 of this contract; and

APPENDIX C - CITY OF VERGAS ORDINANCE NO. 2023-004 “151 EXCAVATION, MINING AND GRAVEL PITS”

**CITY OF VERGAS
COUNTY OF OTTER TAIL
STATE OF MINNESOTA
ORDINANCE NO. 2023-004**

AN ORDINANCE OF THE CITY OF VERGAS, MINNESOTA, AMENDING CHAPTER 151 OF THE VERGAS CITY CODE EXCAVATION, MINING AND GRAVEL PITS

151.70 PURPOSE AND INTENT

It is the purpose of this ordinance to regulate the existing and future Mining Operations in the city. Mining Operations are inherently accompanied by noise and dust, often create hazardous conditions, and may result in lasting disfigurement of the land where they are conducted on, and therefore can tend to interfere with the use of nearby property or the quality of life for the residents adjacent or in proximity to Mining Operations. It is also the city's intent to ensure that the disturbed areas are restored upon completion of Mining Operations, and overall, to protect public health, life and general welfare.

151.701 DEFINITIONS.

For the purposes of this section, the definitions listed below shall be construed as follows:

Abandonment. The inactivity of a worksite for one year or more without the act of extracting any minerals.

***Active Gravel Pit.** The terms "active gravel pit" and "active excavation" mean any area where the topsoil or overburden has been removed for the purpose of mining earthy deposits or minerals.

Berm. A mound of earth designated to provide screening of areas and to reduce noise.

Dust. Airborne mineral particulate matter.

Engine Retard Breaking. Dynamic Brake, Jake Brake, Jacobs Brake, C Brake, Paccar Brake, transmission brake or other similar engine retarding brake system which alters the normal compression of the engine and subsequently releases that compression.

Excavation. The movement or removal of soil and minerals.

Interim Use Permit. A permit for temporary use of a property until a particular date, until the occurrence of a particular event, or until zoning regulations no longer permit it.

Manufacturing. Any activity that includes Portable, Permanent, or Temporary Asphalt Plants, Concrete Ready-Mix Plants, Processing and Recycling Plants.

Manufacturing Area. Such operations may include, but are not limited to, concrete mixing, concrete block production, asphalt production, the grinding and/or crushing of concrete or asphalt, and the processing of petroleum-contaminated soil being managed pursuant to the Minnesota Pollution Control Agency (MPCA) approval, so long as the processing or recycling does not violate any federal or state law or any of the requirements of any regulatory agencies having jurisdiction over said operations.

Mineral. Sand, gravel, rock, clay and similar higher density non-metallic natural minerals.

Mineral Extraction. The removal of sand, gravel, rock, clay and other minerals from the ground.

Open Gravel Pit. Open-pit mines that produce building materials and dimension stone are commonly referred to as "quarries." Open-pit mines are typically enlarged until either the mineral resource is exhausted, or an increasing ratio of overburden to ore makes further mining uneconomic.

Operator. Any person or persons, partnership, corporations or other entities or a combination or assignees thereof, including public or governmental agencies, engaging in mineral extraction and any processing, recycling, and manufacturing activities derivatives.

Operation. "Operation" includes the driving of all hauling trucks or equipment into or out of a gravel pit, loading, roadwork or engine start-up of any kind.

Owner. Any person or persons, partnership, corporation or other entities owning fee title to the Subject Property.

Processing Area. Any area that is being used for stockpiling, storage, or processing or recycling of sand, gravel, soils, or other materials or products derived from gravel mining, even if such materials did not originate or were not produced on the premises.

Processing Plant. Machinery used to crush, wash, compounding, mixing, or treat dirt, sand, gravel, rocks, or similar mineral products into consumable products such as construction grade sand, gravel, and other similar products. This does not include Asphalt Plants and Concrete Ready-Mix Plants. (see Manufacturing Area)

***Potential Minalable Area.** The area within the subject property that can be mined/excavation that meets the conditions and setbacks as described in this ordinance. This area includes any existing mined area and any virgin land that meets the conditions and setbacks within the subject property.

***Prohibited Zone for Mining Operations.** The area within the subject property that cannot be mined/excavated as it does not meet the conditions and setbacks as described in this ordinance. Potential minable area should also exclude wetlands and other areas that cannot be legally mined under any local, county, state or federal laws, rules or regulations without proper permits.

Reclamation. To claim land to self-sustaining long-term use which is compatible with contiguous land uses, present and future, in accordance with the standards set forth in this Ordinance.

***Reclaimed Area.** Areas of the subject property that have met the reclamation standards.

Rough Grade. The stage at which the grade approximately conforms to the approved plan.

Slope. An inclined ground surface the inclination of which is expressed as a rate of horizontal distance to vertical distance.

Soil. Is naturally occurring superficial deposits overlaying bedrock.

Stockpiling. Move or handle a reserve supply of goods or raw material accumulated for future use.

Subject Property. The real property on which Mineral Extraction Facilities, Processing Plant, Asphalt Plant and/or Ready-Mix Plant is sought to be permitted.

Topsoil. Is the upper most layer of naturally occurring soil.

***Virgin Land.** The area untouched and undisturbed by mining/excavation operations.

* Areas to be monitored annually per inspections.

151.71 PERMIT REQUIRED.

Mineral Extraction.

- A. Permit Required. Irrespective of the zoning classification of a subject property a permit, as provided herein, is required for Mineral Extraction or Manufacturing unless specifically excepted from such permit.
- B. Interim Use Permit (I.U.P.) is required for any Mineral Extraction or Manufacturing Facility.
- C. Interim Use Permits are valid for one year. City has 60 days to issue permit.

151.72 PERMIT APPLICATION REQUIREMENTS.

An application for a permit required by this Ordinance shall contain the following:

- A. The legal description of the lands from which it is proposed to excavate, remove, process, store or handle minerals.
- B. The name and address of the applicant and the name and address of the owner of the land.
- C. Names and addresses of all adjacent landowners within one-half mile radius.
- D. Copies of any agreements pertaining to the operation including the duration of any lease, if applicable.
- E. The purpose of the excavation or related activities.
- F. The estimated time required to complete the excavation or related activities.
- G. The highways, streets or other public ways within the city upon and along which the material removed shall be transported.
- H. The plan of operation, including, but not limited to:
 - 1. Soil processing (any operation other than direct mining and removal),
 - 2. Nature of the processing and equipment,
 - 3. The area to be included in the operation,
 - 4. Depth of topsoil and soil type,
 - 5. The depth and grade of excavation,
 - 6. The estimated quantity of material to be added to or removed from the premises,
 - 7. Location of the plant,
 - 8. Location of stockpiles,
 - 9. Source of water, disposal of water and reuse of water. In the event that water is used in the operation of a pit, approval from the state department of natural resources and other appropriate state or federal agencies shall be obtained as to the type, location and depth of such well and contained with such application.

10. The number and location of trees prior to excavation.
11. Adjacent and on-site buildings and land uses.
12. Map or plat of the proposed pit or excavation showing the confines or limits thereof, together with the proposed finished elevations based on sea level readings.
13. Elevations and percent slope within 100 feet beyond the perimeter of the excavation and other such information necessary to analyze the site shall be provided by the applicant. United States Geological Survey datum shall be used for all topographic mapping where feasible.
14. Phasing plan which provides no more than 50% of the total potential minable area shall be open to active excavation at any one time. Before any additional land may be mined, the applicant must reclaim portions of the potential minable area to the condition that is indicated on the approved reclamation plan.
 - I. The operation plan must also identify actions to be taken during operation to mitigate adverse environmental impacts, particularly erosion and rising dust out of any sand or gravel pit.
 - J. A reclamation plan including, but not limited to:
 1. Final grade of the property;
 2. Depth of topsoil reclaimed;
 3. Type of vegetation replanted;
 4. Number of trees to be replanted, replacing the trees removed during excavation.
- 15 Minimum Potential Movable Area. No permits shall be granted for lots with less than thirty (30) Acres of potential movable area.

151.73 BOND.

A. The city council shall require the applicant apply for a special use permit under this ordinance. Owner or user of the property on which the pit or excavation is located, shall post a cost bond with surety acceptable to the city or cash escrow in such form and sum as the city council shall determine, with sufficient surety running to the city, conditioned to pay the city the extraordinary cost and expense of managing or repairing, from time to time, any highways, streets or other public ways where such repair work is made necessary by the special burden resulting from hauling and travel, in removing material from any pit or excavation, the amount of such cost and expense to be determined by the city engineer; and conditioned further to comply with all the requirements of this ordinance, and the particular permit, and to pay any expense the city may incur by reason of doing anything required to be done by any applicant to whom a permit is issued.

The city council, for failure of any person to comply with any requirements made of them in writing, under the provisions of this ordinance, as promptly as the same can reasonably be done, may proceed to such requirement to be complied with and the cost of such work to be taxed against the property, whereon the pit or excavation is located or the city council may at its option proceed to collect such costs by an action against the entity to whom such permit has been issued and its sureties.

B. In addition to the bond required in subsection (A), the applicant for the permit shall post a performance bond of at least \$50,000.00. The amount may be greater based on the city engineer's recommendation(S). The performance bond shall be executed by a corporate surety company authorized to do business in the state. The performance bond shall be used for the subject property for which a permit is granted and conditioned upon full

performance of the terms and conditions of this chapter by the applicant and/or owner of the premises described in the permit application. The bond shall remain in effect for at least one year after the expiration of the permit or until reclamation of the subject property . The bond shall guarantee the required restoration of the entire site.

151.74 AGREEMENT TO HOLD CITY HARMLESS

No person shall open, operate or maintain any mineral extraction facility or engage in mineral extraction on a subject property without an agreement with the city, saving the city free and harmless from any and all suits or claims for damage resulting from negligent excavation, removal or storage of minerals or operation of any mineral extraction facility within the city.

151.75 FEES AND APPLICATIONS.

151.75.001. Annual fee required. An annual fee will be required for the Interim Use Permit. Such fee shall be established by council resolution as adopted from time to time.

151.75.002. Inspection and review permit fee. The inspection and review permit fee shall be established by council resolution adopted from time to time.

151.75.003. Denial of Permit. In the event an application for the issuance of a permit is denied, the city council shall retain such amount of said fees as shall be necessary to defray costs of engineering and legal services incurred by the council in connection with such application and the balance, if any, shall be returned to the applicant.

151.75.004. Reimbursement to city for engineering and legal services. In the event of the cost of engineering and legal services exceeds the permit fee, then and in that event the applicant shall, upon notice from the city, reimburse the city for the same within 30 days.

151.75.005. Form of application. The application shall be in such form and shall furnish such information as shall be required by the city council.

151.76 INSPECTIONS.

The City Engineer shall inspect operating and gravel mining pits annually, approximately May 1, weather permitting, and have the report to the City Clerk by June 1. The Engineer shall inspect and certify as compliant or, if deficient, note the deficiency and corrective action(s) to be taken pursuant to a checklist to be developed by the Engineer and the City to ensure compliance with this Ordinance.

151.77. CONDITIONS OF PERMIT.

151.77.01. Hours of Operation. Operation shall be conducted only between the hours of 7:00 a.m. and 7:00 p.m., Monday through Saturday, unless specifically authorized by the City. No mineral extraction or manufacturing shall take place on holidays. In cases of public emergencies, hours of operation may be extended by the City Clerk. It is the specific intent of this section that no crushing, loading, hauling, or engine startup activity of any kind shall take place on or upon any area or subject property other than during those hours specified above.

151.77.02. Fencing or Berm: Where deemed necessary by the City, a fence or berm may be required prior to the commencement or as a condition of the continuous operation of any Mineral Extraction or Manufacturing operation enclosing the area authorized by the applicable permit. If required, the fencing must have a minimum

of two (2) single strand wires with posts a maximum of twelve (12) feet apart and at least four (4) feet in height. A berm must be a minimum of thirty (30) inches high and six (6) feet in width at the base.

151.77.03. Screening. The applicant or owner shall plant suitable and fast growing screening trees which shall be a minimum of six feet high placed in two rows, staggered with trees not more than ten feet apart in each row, reducing unsightly view of the operations and reducing noise and dust.

151.77.04. Access Roads. All access roads will be of a sufficient length from a public road so that any turns onto the public road can be completed with a margin of safety. All access roads shall be maintained so as to minimize noise and dust from vehicles using such access road.

151.77.05. Dust Control. The Operator shall utilize all practical means to reduce the amount of dust cause by the operation. In no case shall the amount of dust or other particulate matter exceed the standards established by the MPCA pollution control agency and the United States Environmental Protection Agency (EPA).

151.77.06. Noise. Maximum noise levels at the perimeter of the Operation will be consistent with the standards established by the MPCA and the United States EPA.

151.77.07. Air Quality. All activities on the Subject Property will be conducted in a manner consistent with the MPCA standards.

151.77.08. Maximum slopes. During the entire period of operations, all excavations other than the working face shall be sloped on all sides at a maximum ratio of one foot horizontal to one foot vertical, unless a steeper slope shall be approved by the city. Where excavations are adjacent to a public roadway or other right-of-way, or the property adjacent to the excavation, the excavation shall have a maximum four to one slope. Slopes adjacent to or contiguous to bodies of water shall be sloped at a maximum of six to one.

151.77.09. **Setbacks. The following setbacks shall apply:**

a. No mining shall take place within one-hundred (100) feet of any property lines, road right-of-way or easement;

b. No part of the operation shall be within five hundred (500) feet of any occupied structure not owned by the Operator or Owner and existing at the time of the original permitting.

151.77.10. Limits of Excavation. No more than 50% of the total potential minable area shall be open to active excavation at any one time.

151.77.11. Noxious Weeds. The Operator shall utilize all practical means to reduce and prevent the growth of noxious weeds.

151.77.12. Spillage on Public Roadways. Spillage of material on and damage to public streets used as haul roads shall be cleaned up and repaired to the satisfaction of the City Engineer in a timely manner.

151.77.13. Water pollution. Operators shall comply with all applicable state pollution control agency regulations and federal and EPA regulations for the protection of water quality. No waste products or process residue, including untreated wash water, shall be deposited in any lake or natural drainage system, except that lakes or ponds wholly contained within the extraction site may be so utilized.

151.77.131. Topsoil preservation. All topsoil shall be retained at the site until complete reclamation of the site has taken place according to the reclamation plan.

151.78. **RECLAMATION.**

151.78.01. All mining areas shall be reclaimed immediately after mining operations cease. Reclamation shall be complete within one (1) year. The following standards shall apply:

- 1) The peaks and depressions shall be graded and backfilled to a surface which will result in a gentle rolling topography in substantial conformity to the land area immediately surrounding. All interior slopes shall be graded to a maximum of 4:1.
- 2) The slope to adjacent properties shall be four foot horizontal to one foot vertical (4/1) of mined areas;
- 3) Reclaimed areas shall be surfaced with an amount equal to the surrounding area with a minimum of 2 inches of soil of a quality at least equal to the topsoil of the land areas immediately surrounding; and
- 4) The reclaimed areas shall be seeded, sodded or planted with native grasses, legumes and grasses. Trees and shrubs may also be planted, but not as a substitute to native grasses, grasses and legumes. Erosion control measures must be implemented until ground cover is established.

151.79. Standards for filling and compaction.

- 1) Prior to reclamation, the operator shall provide to the city engineer the location, area, and depth of the land before and after the anticipated activity. Such activity and the materials used shall be subject to the following:
- 2) Prior to such activity, the operator shall submit an engineering analysis of the proposed fill and compaction method to the city engineer. Side slopes of the excavation shall be graded to a maximum 1:1 slope prior to the placement of fill and achieve a maximum final slope of 4:1 after filling operations are complete.
- 3) Unless otherwise approved by the city council, materials including, but not limited to, organic soils and debris (topsoil, peat, muskeg, muck, stumps, roots, logs, brush, etc.), demolition debris (broken concrete or bituminous fragments, brick, lumber, metal, etc.) and any other solid or hazardous wastes shall not be used as fill in reclamation.
- 4) Imported materials used as fill in reclamation shall consist of mineral soils which typically demonstrate a minimum soil bearing capacity.
- 5) The top ten feet of all fill areas shall be compacted by mechanical equipment as the fill is placed, unless otherwise approved by the council, to a minimum of 95 percent of maximum density for a particular soil as determined by the Standard Proctor method.

151.79.00 PERMIT RENEWAL

Operations in compliance with the Interim Use Permit may renew the permit on an annual basis. Renewal applications must be submitted to the City, 60 days before current permit expires.

151.80.00 TERMINATION OF PERMIT.

- 1) Violations. The Council may terminate an Interim Use Permit for violation of this Ordinance, or a condition of this permit, or for violation of other applicable laws.
- 2) Notice to Terminate. To terminate a permit, the Council shall give notice of the violation or other cause for termination along with an order that the condition be remedied. If the condition has not been repaired within two (2) weeks, the Council shall hold a hearing to determine whether the permit should be terminated.
- 3) Cease Operation Upon Termination. No mining shall take place after the permit is terminated.

151.81.000 PENALTY

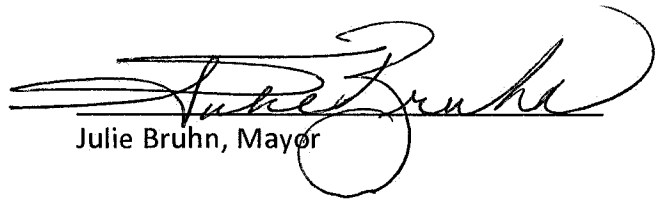
1) Violation a misdemeanor. Any person, firm or corporation who violates or who fail to comply with any of the provision of this ordinance or who make any false statement or omission in any document required to be submitted under the provisions shall be guilty of a misdemeanor and upon conviction shall be punished not more than the maximum penalty for a misdemeanor as prescribed by state law.

2) Each day an offense. Each day that a violation continues shall constitute a separate offense.

151.82 ENFORCEMENT.

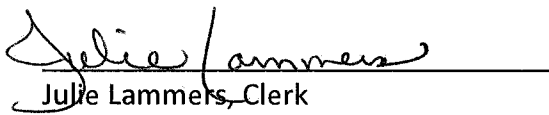
Shall be pursuant to Ordinance 151.99, as amended.

Adopted this 13th day of June, 2023 by the City Council of the City of Vergas.



Julie Bruhn, Mayor

ATTEST:



Julie Lammers, Clerk

Established: January 25, 2017

Updated: June 13, 2023

APPENDIX D - APPLICATION FOR INTERIM USE PERMIT - MARK SAND & GRAVEL

APPLICATION FOR INTERIM USE PERMIT

CITY OF VERGAS
111 Main Street
Vergas, Minnesota 56587
218-342-2091

APPLICATION FOR INTERIM USE PERMIT

Application is hereby made for an Interim Use Permit for (description of Interim Use Permit)_____

Continued use of the existing gravel pit for extraction, stock piling and portable hot mix plant

Address of Property: 560 Pelican Ave S, Vergas, MN 56587

Owner: Mark Sand & Gravel Co.

Address: 525 Kennedy Park Rd, Fergus Falls, MN 56537

Phone: 218-736-7523

Applicant: Mark Sand & Gravel Co.

Address: 525 Kennedy Park Rd, Fergus Falls, MN 56537

Phone: 218-736-7523

The following information is submitted in support of this application.

- ☒ 1) Completed application for Interim Use Permit.
- ☒ 2) Cash fee \$400.00
- ☒ 3) Legal description of the property. See affirmation of sufficient interest form.
- ☒ 4) Acknowledgement of Responsibility form completed. See attachment
- ☒ 5) Affirmation of Sufficient Interest form completed. See attachment
- ☒ 6) A narrative explaining the purpose of the request, the exact nature of the Interim use, and the justification for the request. See attachment
- ☒ 7) Copies of all MPCA permits. See attachments
- ☒ 8) Other See attachments as required by the Sand & Gravel ordinance

APPLICATION FOR INTERIM USE PERMIT

I fully understand that all of the above required information must be submitted at least **28** days prior to a Planning Commission meeting to ensure review by that date.

Jeff Hollowick
Applicant's Signature

04/18/2024
Date

Comments/Revisions. _____

Received by:

City Clerk's Signature

Date

APPLICATION FOR INTERIM USE PERMIT

ACKNOWLEDGEMENT OF RESPONSIBILITY

This is to certify that I am making application for the described action by the City and that I am **responsible for complying with all City requirements** with regard to this request. This application should be processed in my name and I am the party whom the City should contact regarding any matter pertaining to this application.

I have read and understand the instructions supplies for processing this application. The documents and/or information I have submitted are true and **correct** to the best of my knowledge. I will keep myself informed of the deadlines for submission of material and of the progress of this application.

If this is an application for **underground tank installation**, I understand that I must notify the Fire Marshall immediately in writing upon any change in required resident agent information.

I further understand that additional information, such as a traffic analysis or expert testimony, may be required for analysis of this request, and that upon my authorization the fees for such will be my responsibility.

I agree to allow access by City authorized persons in, on, or to the property for purposes of review of this application and any necessary inspections.


Applicant's Signature

04/18/2024

Date

Name of Applicant: Mark Sand & Gravel Co.

Address: 525 Kennedy Park Rd., Fergus Falls, MN 56537

Phone: 218-736-7523

Name and Address of Additional Contract(s): Jeff Hatlewick, Vice President of Administration

PO Box 458, Fergus Falls, MN 56538

Phone: 218-766-6977

APPLICATION FOR INTERIM USE PERMIT

AFFIRMATION OF SUFFICIENT INTEREST

I hereby affirm that I am the fee title owner of the below described property or that I have written authorization from the owner to pursue the described action.

Name of Applicant: Mark Sand & Gravel Co.

Phone: 218-736-7523

Street address/legal description of subject project: _____

560 Pelican Ave S, Vergas, MN 56587

N1/2 SE1/4 EX 5 AC TR IN NE COR & NELY 1/2 SE1/4 SW1/4 & NE1/4 SW1/4


Signature

04/18/2024
Date

If you are not the fee owner, attach another copy of this form which has been completed by the fee owner or a copy of your authorization to pursue this action.

If a corporation is fee title holder, attach copy of the resolution of the Board of Directors authorizing this action.

If a joint venture or partnership is the fee owner, attach a copy of agreement authorizing this action on behalf of the joint venture or partnership.

MINUTES OF MEETING OF DIRECTORS

The meeting of the Board of Directors of MARK SAND & GRAVEL CO. was held at the offices of Mark Sand & Gravel Co., Fergus Falls, MN on February 22, 2024 at 11:30 am.

Present were Mark Thorson, the sole director, Justin Rodeman Vice President and Jeffrey Hatlewick, Vice President/Secretary.

The director and officers, discussed the business of the corporation as it relates to the Bunkowski Pit Conditional Use Permit thereafter, upon motion duly made, seconded and carried, adopted the following resolutions:

RESOLVED, That Mark Thorson as sole director did direct the following:

Mark Sand & Gravel Co. continues to have interest in mining and material production for aggregate supply and bituminous asphalt production. The company shall again apply for a conditional use permit as required on an annual basis to continue this production.

There being no further business to come before the meeting, the meeting adjourned.

A handwritten signature in blue ink, reading "Jeff Hatlewick", is written over a horizontal line.

Secretary, Mark Sand & Gravel Co.

Application for Interim Use Permit

Date: April 18, 2024

Application Fee: \$400.00

1. Applicant's Name: Mark Sand & Gravel Co. Phone: 218-736-7523
 525 Kennedy Park Road
 Fergus Falls, MN 56537 Fax: 218-736-2647
2. Owner of premises on which Mining and Reclamation is to take place:
 Mark Sand & Gravel Co. Phone: 218-736-7523
 525 Kennedy Park Rd
 Fergus Falls, MN 56537 Fax: 218-736-2647
3. Legal description or other description of land:
 - Bunkowski Pit
 - - **N1/2 SE1/4 Ex 5 AC TR in NE corner & NELY1/2 SE1/4 SW1/4 & NE1/4 SW1/4**

Appendix I

Plan of Operation

Purpose

To continue the extraction of non-metallic minerals from this existing non-conforming use mine that was established in the late 1960's during the installation of the sewer system in the City of Vergas. Mark Sand & Gravel Co., under current ownership, has actively leased, mined aggregate materials and operated portable hot mix plants at this location since 1998. The aggregates from this mine are used for various road construction projects throughout the region. This particular mine has an extremely large aggregate deposit with hundreds of thousands of tons of aggregate materials still remaining to be mined. The rate of mining will depend on the local road construction projects offered for bid letting and the number of those projects awarded to Mark Sand & Gravel Co. At the current rate of mining there may be up to 20 years or more of aggregate materials remaining in this deposit.

Plan of Operation

Mining will continue an existing pit face to the north and away from Otter Tail County Highway 35 in the existing pit until resources are exhausted. Approximate depth of material to be mined is 25 to 40 feet. All entrances and exits will occur off of Otter Tail County Highway 35 from the existing approach. All materials will be transported by trucks on Otter Tail County Highway 35, Otter Tail County Highway 4 and/or Otter Tail County Highway 17. Any material that is hauled by Mark Sand & Gravel Co. authorized trucks and is spilled on these roadways will be removed as soon as reasonably possible.

The open portion of this aggregate resource (currently 30 acres) has had the topsoil stripped and piled in berms at the edge of the excavation. This top soil will be spread over the areas that have been completely mined as they are reclaimed. If there is not sufficient top soil to cover the entire mined area to the desired depth it may be feasible to borrow topsoil from the eastern most lowland pasture area or import topsoil during the final reclamation process.

We will move in portable crushing/screening machines with several conveyors to stockpile the materials. These machines will be located in the area necessary to complete the mining of each phase. Stockpiles of aggregate materials will be located in each area of the mining phase. These stockpiles will be hauled to the end user as needed or used in the reclamation process. Our primary source of power will be a self-contained generator. Water during heavy rainfalls may be pooled in an approximate 1 acre area located at the lowest elevation. We will utilize front-end loaders, track excavators, skid steers, and dozers on this site to mine the land. Dump trucks and semi-trucks will be used to haul the equipment in as well as truck the finished product to the end-users. Dust control will be applied to ensure minimal disturbance for the neighbors near the pit.

Water resources are used for dust control as needed. In the past the water has been acquired through purchasing from the City of Vergas or by an approved Department of Natural Resources water appropriation permit for the pumping of water from nearby lakes. All of the water that is used for the mining operation, including dust control is allowed to pool and absorb into the soil at the lowest elevation of the pit. Dust control at the crusher is mainly attained by spraying water at the point of rock crushing. Dust

control for the gravel roads within the pit area is attained by spraying a mixture of calcium chloride and water onto the roadway. The pit entrance driveway has been paved to reduce the amount of fugitive dust created by vehicles entering and exiting.

The trees on this property are considered a valuable resource. It is our intention to avoid removing any trees if possible and especially those that are located near the property boundaries. Please see included maps for additional information on tree locations. The proposed direction of mining map impacts an extremely limited number of trees.

The on-site buildings will remain intact and are currently used for storage of personal belongings as related to the farming operation of Tom Bunkowski. Terry Bunkowski has agreed to rent the farmhouse. The hobby farm has great potential value and will remain as it is now and into the future as a rental property. Adjacent properties consist of seasonal storage garages, residential homes, vacant lots and agricultural land.

Mining Plan – Currently there are just under 30 acres that have been mined or have been stripped to prepare for mining or stockpiling. Once the areas are completely mined the sloping and backfilling will begin to a rough grade as the mining continues near that area. It is important that this sloped area be brought to finish grade before spreading the topsoil. The sloped area will need to be leveled again to fix any possible area of erosion before the land is seeded into grassland.

Hot Mix Asphalt Plant – This existing site includes approximately 7 acres of level ground at the pit bottom. Included in this 7-acre area will be at least two stockpiles of aggregate materials. The hot mix plant is portable and temporary. It will be placed only as long as is needed to complete the local road construction projects and removed promptly when completed. The existing paved approach will be the entrance and exit to the hot mix asphalt production area. Semi-trucks will be utilized to haul the equipment into the pit area and to truck the finished product to the construction sites.

Reclamation

Sloping of the boundaries of the mined area will occur at a ratio of four to one as the mining progresses. Reclamation of the mined site will continue to occur during the mining process. Sloped areas that have been rough graded after the completion of mining in that area are considered to be partially reclaimed. At the completion of a mining in each area the topsoil will be spread at the depth of the surrounding area or a minimum of 3 inches and it will be seeded with a MNDOT approved natural grass mixture. This mix is a general dry prairie mix for native roadsides, ecological restoration, or conservation program plantings. Our goal will be to leave the land mostly level with gently rolling hills and sloped borders near the mine boundaries. Any on-site water will be minimized into a temporary pond. 250 trees will be maintained and/or replaced as needed along the County Highway 35 property border for privacy and security until future development occurs.

Hot Mix Asphalt Plant – A seven-acre level stockpile area may be utilized throughout the permit period. The Hot Mix Asphalt Plant will be set in the pit bottom as the mining continues to the north. The plant site will follow the mining to the north to allow for future sloping along the south border of the pit.

Appendix II

151.72 PERMIT APPLICATION REQUIREMENTS.

An application for a permit required by this article shall contain the following:

- A. The legal description of the lands from which it is proposed to excavate, remove, process, store or handle minerals. **See affirmation of sufficient interest form.**
- B. The name and address of the applicant and the name and address of the owner of the land. **See application for interim use permit**
- C. Names and addresses of all adjacent landowners within one-half mile radius.
See attached list of property owners.
- D. Copies of any agreements pertaining to the operation including the duration of any lease, if applicable. **Not applicable**
- E. The purpose of the removal. **See attachment Appendix I**
- F. The estimated time required to complete removal. **See attachment Appendix I**
- G. The highways, streets or other public ways within the city upon and along which the material removed shall be transported. **See attachment Appendix I**
- H. The plan of operation, including, but not limited to:
 - 1. Soil processing (any operation other than direct mining and removal),
 - 2. Nature of the processing and equipment, **See attachment Appendix I**
 - 3. The area to be included in the operation, **See attached maps**
 - 4. Depth of topsoil and soil type, **See attached Soils Map and legend**
 - 5. The depth and grade of excavation, **See attachment Appendix I**
 - 6. The estimated quantity of material to be added to or removed from the premises, **See attachment Appendix I**
 - 7. Location of the plant, **all plants are portable, See attached map**
 - 8. Location of stock piles, **See attached maps**
 - 9. Source of water, disposal of water and reuse of water. In the event that water is used in the operation of a pit, approval from the state department of natural resources and other appropriate state or federal agencies shall be obtained as to the type, location and depth of such well and contained with such application. **See attachment Appendix I**
 - 10. The number and location of trees prior to excavation, **See attachment Appendix I and several maps**
 - 11. Adjacent and on-site buildings and land uses **See attachment Appendix I**

12. Map or plat of the proposed pit or excavation showing the confines or limits thereof, together with the proposed finished elevations based on sea level readings. See attached maps
 13. Elevations and percent slope within 100 feet beyond the perimeter of the excavation and other such information necessary to analyze the site shall be provided by the applicant. United States Geological Survey datum shall be used for all topographic mapping where feasible. See attached maps
 14. Phasing plan which provides no more than ten (10) acres of the site to be open to active mining at any one time. Before any additional land may be mined, the applicant must reclaim the site to the condition that is indicated on the approved reclamation plan. See attached maps
- I. The operation plan must also identify actions to be taken during operation to mitigate adverse environmental impacts, particularly erosion and rising dust out of any sand or gravel pit. **See attachment Appendix I**
 - J. A reclamation plan including, but not limited to:
 1. Final grade of the property; **See attachment Appendix I**
 2. Depth of topsoil reclaimed; **See attachment Appendix I**
 3. Type of vegetation replanted; **See attachment Appendix I**
 4. Number of trees to be replanted, replacing the trees removed during excavation. **See attachment Appendix I and attached maps**

151.73 Bond

A. A cost bond of \$10,000.00 as determined by the city council will be placed in escrow once this permit application is approved.

B. A performance bond of \$100,000.00 will be provided for upon approval of this permit. This property is owned by Mark Sand & Gravel Co. and will be maintained at a high level during the future of this operation. We want this property to maintain the high value that it has for future sales and development once the area has been completely mined.

151.74 Agreement to hold city harmless

Mark Sand & Gravel Co. will provide the city with a certificate of current insurance upon approval of this permit which will name the city as an additional insured. We will hold the city harmless as required.

151.75.002 Inspection and Review Permit Fee

Upon approval of this permit application Mark Sand & Gravel Co. agrees to provide the City of Vergas with the established inspection and review permit fee. This fee is to be held in escrow account and used strictly for the engineering fees that are required due to the ordinance. An accounting for all expenses charged to the escrow account will be provided to the applicant annually by February 15th of each year.

151.76 Inspections

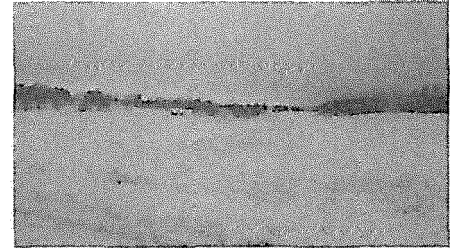
Mark Sand & Gravel Co. wishes to be notified of each inspection by the city engineer so that we may accompany him on site during the inspection.

151.77.03 Screening

Mark Sand & Gravel Co. will continue to maintain and or upgrade the trees as necessary during the 2024 season.



Parcel Number: 82-000-50-0022-000
Deed Holder: MARK SAND & GRAVEL COMPANY
Property Address: 560 PELICAN AVE S
 VERGAS, MN 56587-0000 [MAP THIS ADDRESS](#)
Mailing Address: PO BOX 458
 FERGUS FALLS, MN 56538-0458 USA
PDF Name: VERGAS-VILLAGE
Subdivision: N/A
Sec-Twp-Rng: 25-137-041
Legal Description: N1/2 SE1/4 EX 5 AC TR IN NE COR & NELY 1/2 SE1/4 SW1/4 & NE1/4 SW1/4 EX TRS



Prior Year Value Information

| Year | Land Value | Dwelling Value | Improvement Value | Total Value |
|------|------------|----------------|-------------------|-------------|
| 2024 | \$423,700 | \$237,400 | \$35,100 | \$696,200 |
| 2023 | \$384,600 | \$205,100 | \$35,100 | \$624,800 |
| 2022 | \$312,100 | \$150,300 | \$35,100 | \$497,500 |

Land Information

| Lot Type | Square Feet | Acres |
|--------------|----------------|--------------|
| Acres x Rate | 43,560 | 1.000 |
| Acres x Rate | 130,680 | 3.000 |
| Total | 174,240 | 4.000 |

Agricultural Land Information

| Description | Acres |
|------------------------------|--------|
| 000318 - TILL-CE NONPROD | 58.000 |
| 001200 - HIGH PAST NON PROD | 5.660 |
| 001000 - HIGH WOODS NON-PROD | 30.000 |
| 001300 - WASTELAND | 5.000 |
| 001203 - GRAVEL | 20.000 |
| 003000 - ROAD - 2A | 3.680 |
| 001200 - HIGH PAST NON PROD | 6.000 |

Residential Building Information

| Occupancy | Style | Year Built |
|--------------------------------|---------------|------------|
| Single-Family / Owner Occupied | 1 Story Frame | 1919 |

Agricultural Building Information

| Building Type | Building Count | Year Built |
|-----------------------------|----------------|------------|
| Barn - Pole | 1 | 1969 |
| Barn - Pole | 1 | 1962 |
| Machine or Utility Building | 1 | 1963 |
| Barn - Pole | 1 | 1974 |
| Steel Utility Building | 1 | 1969 |
| Barn - Pole | 1 | 1984 |
| Barn - Dairy | 1 | 1925 |
| Barn - Dairy | 1 | 1967 |
| Barn - Dairy | 1 | 1983 |
| Silo - Concrete | 1 | 1969 |
| Silo - Concrete | 1 | 1971 |



Minnesota Pollution Control Agency

520 Lafayette Road North | St. Paul, MN 55155-4194 | 651-296-6300 | 800-657-3864 | 651-282-5332 TTY | www.pca.state.mn.us

June 9, 2009

Mr. Jeff Hatlewick
Director of Safety and Compliance
525 Kennedy Park Road
Fergus Falls, MN 56537

RE: Air Emission Permit No. 11100082-001 and Voiding Air Emission Registration Permit
Nos. 99000305-001, 99000234-002, 99000264-001, 99000263-001, and 99000306-001

Dear Mr. Hatlewick:

The enclosed permit, Air Emission Permit No. 11100082-001, authorizes operation of your nonmetallic mineral processing facilities.

Please read through the permit and review its conditions and requirements. Distribute the permit to staff members responsible for ensuring compliance with the conditions and limitations in the permit.

Minn. R. 7007.1110, subp. 2b requires facilities that hold a registration permit and are eligible for a nonmetallic mineral processing general permit to apply for the general permit. This letter also serves as your notice that the MPCA has voided, effective the date of this letter, the following Air Emission Permits in accordance with Minn. R. 7007.1110, subp. 17 (see below):

| <u>Permit No.</u> | <u>Name of Facility</u> | <u>Date Permit Issued</u> |
|-------------------|--|---------------------------|
| 99000305-001 | Mark Sand & Gravel Acquisition – Plant 2 | April 25, 2002 |
| 99000234-002 | Mark Sand & Gravel Acquisition – Plant 3 | January 17, 2003 |
| 99000264-001 | Mark Sand & Gravel Acquisition – Plant 4 | August 8, 1997 |
| 99000263-001 | Mark Sand & Gravel Acquisition – Plant 5 | August 8, 1997 |
| 99000306-001 | Mark Sand & Gravel Acquisition – Plant 6 | April 25, 2002 |

Minn. R. 7007.1110

Subp. 17. Voiding an existing permit. The commissioner shall void a part 70, capped, or state permit for a stationary source which is issued a registration permit. A stationary source which is covered under the terms of a general permit is no longer covered by the general permit when it is issued a registration permit. The commissioner shall void a registration permit issued under one registration permit option for a stationary source that is issued a registration permit for a different registration permit option. The commissioner shall void a registration permit for a stationary source that is issued a part 70, state, capped, or general permit.

The reason to void the registration permits is the issuance of Air Emission Permit No. 11100082-001.



AIR EMISSION PERMIT NO. 99000150 - 002

'OPTION D' REGISTRATION PERMIT

FOR A

HOT MIX ASPHALT FACILITY

According to Minnesota Statutes Chapter 115 and 116, Minnesota Rules Chapters 7001 and 7007, and 40 CFR part 52, subp. Y:

Mark Sand & Gravel Acquisition Co
PO Box 458
Fergus Falls, MN 565380458

(hereinafter Permittee) is issued an Air Emission Registration Permit by the Minnesota Pollution Control Agency for its Mark Sand & Gravel Acquisition - Plant 9 facility located at various locations throughout the state of Minnesota.

The permit authorizes modification, construction, reconstruction, and operation of the stationary source under the conditions set forth below.

Issue Date: 09/26/2002

Expiration: Pursuant to Minn. Rules pt. 7007.1050, subp. 3a, the permit shall be considered not to expire until a new permit is issued.

Compliance Requirements: The Permittee shall comply with Minn. Rules pts. 7007.1110 (Registration Permit General Requirements) and 7007.1130 (Option D Requirements) and all applicable requirements.

A handwritten signature in dark ink, appearing to read "Karen A. Studders", is written over a horizontal line.

for Karen A. Studders
Commissioner
Minnesota Pollution Control Agency



National Pollutant Discharge Elimination System/State Disposal System
MNG490000

Permittee: Multiple
Facility name: Nonmetallic Mining/Associated Activities General Permit
Issuance date: June 10, 2022
Expiration date: May 31, 2027

The Permittee is an owner or operator of facilities within the boundary of the state of Minnesota that:

- a. Discharge stormwater to waters of the state, including groundwater, from the construction sand and gravel, industrial sand, dimension stone, crushed and broken limestone, crushed and broken granite, crushed and broken stone (not elsewhere classified) mining and quarrying areas, asphalt production areas, (including portable asphalt plants), concrete block and brick, concrete products (other than block and brick), and ready-mix concrete, as well as aggregate dredging operations and uncontaminated asphalt and concrete rubble recycling at sites already listed.
- b. Discharge mine site dewatering to waters of the state, including groundwater, from construction sand and gravel, industrial sand, dimension stone, crushed and broken limestone, crushed and broken granite, and crushed and broken stone (not elsewhere classified) mining and quarrying areas.
- c. Non-stormwater discharges that meet the requirements of this permit and occur at the above-mentioned facilities.

The state of Minnesota, on behalf of its citizens through the Minnesota Pollution Control Agency (MPCA), authorizes the Permittee to construct, install and operate a disposal system at the facilities named above and to discharge to a receiving water of the state of Minnesota in accordance with the requirements of this permit.

The goal of this permit is to reduce pollutant levels in point source discharges and protect water quality in accordance with the U.S. Clean Water Act, Minnesota statutes and rules, and federal laws and regulations.

This permit is effective on the issuance date identified above. This permit expires at midnight on the expiration date identified above.

Signature: *Elise M. Doucette*

This document has been electronically signed.

Elise M. Doucette, Supervisor
Water Section
Industrial Division

for the Minnesota Pollution Control Agency

Submit eDMRs

Submit via the MPCA e-Services at

https://rsp.pca.state.mn.us/TEMPO_RSP/Orchestrate.do?initiate=true

Submit WQ reports to:

Electronically: wq.submittals.mPCA@state.mn.us

Include *Water quality submittals form*:

<https://www.pca.state.mn.us/sites/default/files/wq-wwprm7-71.docx>

wq-wwprm7-33b

Questions on this permit?

For eDMR and other permit reporting issues, use the directory listed at the bottom of the DMR page:

<https://www.pca.state.mn.us/water/discharge-monitoring-reports>

For specific permit requirements, contact your compliance staff:

<https://www.pca.state.mn.us/water/wastewater-compliance->

LICENSE AND PERMIT BOND**KNOW ALL MEN BY THESE PRESENTS:**

THAT WE, Mark Sand & Gravel Co., PO Box 458, Fergus Falls, MN 56538 as Principal, and Liberty Mutual Insurance Company, a Massachusetts Corporation, as Surety, are held and firmly bound unto City of Vergas, PO Box 32, 111 Main St., Vergas, MN 56587 in the sum of One Hundred Thousand and 00/100 DOLLARS (\$100,000.00) for the payment of which sum, well and truly to be made, we bind ourselves, our personal representatives, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION of this bond is such that the Principal has applied for an Interim Use Permit for Reclamation of Aggregate Mining at 560 Pelican Ave S, Vergas, MN 56587, Vergas, Minnesota; Plat or Addition 82000500022000 in accordance with the requirements of ordinances of said Obligee, and has agreed to hold said Obligee harmless from suffering and loss or damage occasioned by said Principal's failing to comply with any provisions of any ordinances applicable to the work performed by said Principal.

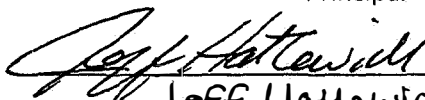
NOW, THEREFORE, if the Principal shall, during the period commencing on the aforesaid date, faithfully perform all the duties according to the requirement of the Ordinances regulating said license, and protect said Obligee from and damage as hereinbefore stated, then this obligation shall become void and of no effect, otherwise to be and remain in full force and virtue.

This bond may be terminated as to future acts of the Principal upon thirty (30) days written notice by the Surety. Otherwise, this bond expires at midnight May 19, 2024. All claims must be made before the expiration date.

Dated this 16th day of March, 2023.

Mark Sand & Gravel Co.

Principal


Jeff Hattewick, VP

Liberty Mutual Insurance Company

Surety


Attorney-in-Fact



This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: **8207173 - 190054**

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Brian J. Oestreich; C. White; Emily White; Joshua R. Loftis; Lin Ulven; Melinda C. Blodgett; Nathan Weaver; Nicole Stillings; R. C. Bowman; R. W. Frank; Rachel Thomas; Ross S. Squires; Sandra M. Engstrom; Ted Jorgensen; Tina L. Domask

all of the city of Minneapolis state of MN each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 24th day of January, 2022.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By:

David M. Carey
David M. Carey, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 24th day of January, 2022 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number 1128244
Member, Pennsylvania Association of Notaries

By:

Teresa Pastella
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 16th day of March, 2023.



By:

Renee C. Llewellyn
Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

CORPORATE ACKNOWLEDGMENT

State of Minnesota)
) ss
County of Otter Tail)

On this 16 day of March, before me appeared Jeff Hattewick
to me personally known, who, being by me duly sworn, did say that he/she is the Vice President
of Mark Sand & Gravel Co., a corporation, that the seal affixed to the
foregoing instrument is the corporate seal of said corporation, and that said instrument was executed in
behalf of said corporation by authority of its Board of Directors, and that said Jeff Hattewick
acknowledged said instrument to be the free act and deed of said corporation.

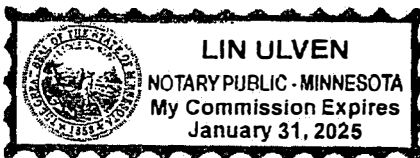


Susan Rund
Notary Public Grant County, MN
My commission expires 1-31-2026

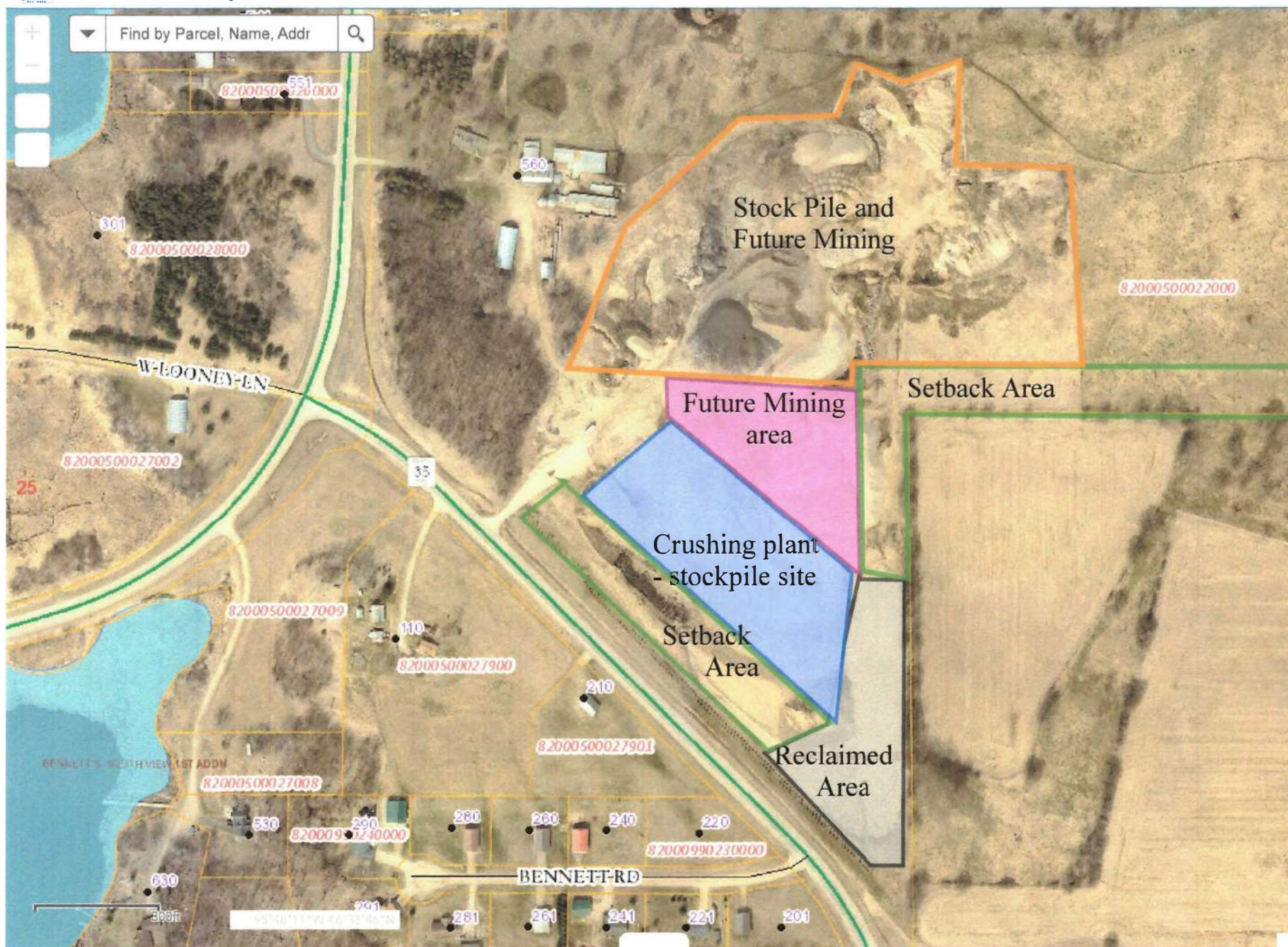
SURETY ACKNOWLEDGMENT

State of Minnesota)
) ss
County of Hennepin)

On this 16th day of March 2023, before me appeared Joshua R. Loftis,
to me personally know, who being by me duly sworn, did say that (s)he is the Attorney-in-Fact of
Liberty Mutual Insurance Company, a corporation, that the seal
affixed to the foregoing instrument is the corporate seal of said corporation and that said instrument was
executed in behalf of said corporation by authority of its Board of Directors; and that said
Joshua R. Loftis acknowledged said instrument to be the free act and deed of said corporation.



[Signature]
Notary Public Ramsay County, MN
My commission expires 1/31/2025



Bunkowski Wetlands map 2024



Soil Map—Otter Tail County, Minnesota
(Bunkowski Pit Vergas MN)



Natural Resources
Conservation Service


Web Soil Survey
National Cooperative Soil Survey

2/19/2021
Page 1 of 3

Soil Map—Otter Tail County, Minnesota
(Bunkowski Pit Vergas MN)

MAP LEGEND

Area of Interest (AOI)

 Area of Interest (AOI)

Soils

 Soil Map Unit Polygons

 Soil Map Unit Lines

 Soil Map Unit Points

Special Point Features



Blowout



Borrow Pit



Clay Spot



Closed Depression



Gravel Pit



Gravelly Spot



Landfill



Lava Flow



Marsh or swamp



Mine or Quarry



Miscellaneous Water



Perennial Water



Rock Outcrop



Saline Spot



Sandy Spot



Severely Eroded Spot



Sinkhole



Slide or Slip




Sodic Spot

 Spoil Area

 Stony Spot


 Very Stony Spot

 Wet Spot

 Other

 Special Line Features

Water Features

 Streams and Canals

Transportation

 Rails

 Interstate Highways

 US Routes

 Major Roads

 Local Roads

Background

 Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:20,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service

Web Soil Survey URL:

Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Otter Tail County, Minnesota

Survey Area Data: Version 16, Jun 10, 2020

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Jul 25, 2014—Oct 23, 2016

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.



Natural Resources
Conservation Service

Web Soil Survey
National Cooperative Soil Survey
Page 120 of 149

2/19/2021
Page 2 of 3

Map Unit Legend

| Map Unit Symbol | Map Unit Name | Acres in AOI | Percent of AOI |
|------------------------------------|---|--------------|----------------|
| 441B | Almora loam, 2 to 6 percent slopes | 4.9 | 13.8% |
| 1196B | Lida-Two Inlets complex, 1 to 8 percent slopes | 26.8 | 76.2% |
| 1196C | Lida-Two Inlets complex, 8 to 15 percent slopes | 3.5 | 10.0% |
| Totals for Area of Interest | | 35.2 | 100.0% |

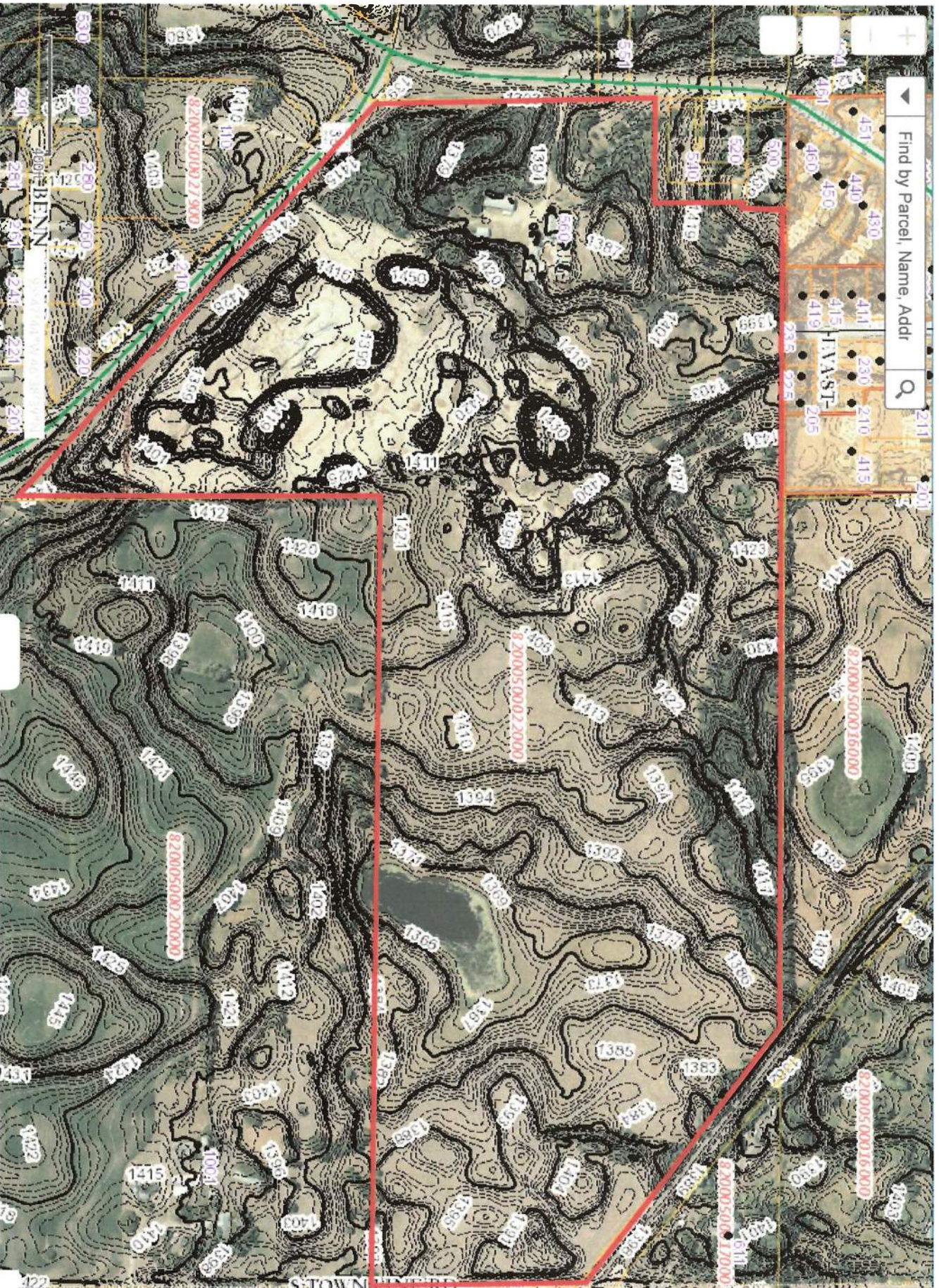


Bunkowski Topographical Map 2024



Otter Tail County

Visit the County Website Give Feedback Report an Error



Property Owners within 1/2 mile of the Bunkowski Pit - Vergas, MN

| Name | Mailing address | MADDR2 | City | State | Zip code | ZIP4 |
|--------------------------------|---------------------------|---------------|------------------|-------|----------|------|
| AMANDA GRONHOVD & T TUMBERG | 220 9TH AVE S | | SOUTH SAINT PAUL | MN | 55075 | 2212 |
| AMBER DAHLGREN & ADAM BRISTLIN | | PO BOX 67 | VERGAS | MN | 56587 | 67 |
| ANDERSON,DENNIS D & JANICE A | | PO BOX 171 | VERGAS | MN | 56587 | 171 |
| ANDERSON,MARK & MARY | 11000 XYLON LN N | | CHAMPLIN | MN | 55316 | 3713 |
| ANDREW PETERSON REV TST | 80343 ERICSON SCOTIA AVE | | SCOTIA | NE | 68875 | 5126 |
| AUSTAN SCHMIDT & ZOE M SCHWAB | 815 SCHARF AVE E | | VERGAS | MN | 56587 | 4209 |
| BAUMGART,MICHAEL J | 520 PELICAN AVE S | | VERGAS | MN | 56587 | 4109 |
| BELLEFEUILLE,DARCY L & BONNIE | 221 BENNETT RD | | VERGAS | MN | 56587 | 4121 |
| BENNETT,DONALD | 32257 COUNTY HIGHWAY 4 | | VERGAS | MN | 56587 | 9400 |
| BERVEN,DWIGHT & STACY A | 450 PELICAN AVE S | | VERGAS | MN | 56587 | 4107 |
| BJ'S REAL ESTATE INC | 3200 11TH ST S UNIT 113 | | FARGO | ND | 58104 | 4609 |
| BLIXT,SANDRA K | 225 CHAFFEE AVE | | AMENIA | ND | 58004 | 4018 |
| BOBBIE SCHRUPP JORGENSEN ET AL | 380 PELICAN AVE S | | VERGAS | MN | 56587 | 4105 |
| BOOGAARD,JAMES C & HANNAH | 160 ELM ST E | PO BOX 6 | VERGAS | MN | 56587 | |
| BOSCH,KELLY & MICKIE | 822 246TH ST S | | HAWLEY | MN | 56549 | 9601 |
| BOWLES,LAURA M & BEAR R | 2801 23RD ST S | | FARGO | ND | 58103 | 5805 |
| BOYD,ANTHONY E | 601 4TH ST W | | PARK RAPIDS | MN | 56470 | 1333 |
| BREMER,DENNIS C & CYNTHIA A | 1030 TONKAWA RD | | LONG LAKE | MN | 55356 | 9238 |
| BROWN,SHARI & CHRISTOPHER | 1130 TOWN LINE RD S | | VERGAS | MN | 56587 | |
| BRUHN,PAUL E & CARMEN I | 955 GABRIEL CIR | | DETROIT LAKES | MN | 56501 | 4835 |
| BUEIDE,DANIEL A & MICHELLE M | 3214 45TH AVE S | | FARGO | ND | 58104 | 6650 |
| BUERMANN,KODY M | 381 PELICAN AVE S | | VERGAS | MN | 56587 | 4106 |
| BUGBEE FAMILY REV LIV TST | 46917 BIG OWL TRL | | VERGAS | MN | 56587 | 9570 |
| BUNKOWSKE,ANDREW & JACQUELINE | 44571 MOSQUITO HEIGHTS RD | | PERHAM | MN | 56573 | 8807 |
| BUNKOWSKE,KEITH M & SHELLEY R | 202 TOWN LINE RD S | | VERGAS | MN | 56587 | 4223 |
| BURG,RONALD J | 46851 BIG OWL LOOP | | VERGAS | MN | 56587 | 9500 |
| BURLINGTON NORTHERN RR CO | | PO BOX 961089 | FORT WORTH | TX | 76161 | 89 |
| CALVIN MILLER & D FRATTERELLI | 311 SCHARF AVE E | | VERGAS | MN | 56587 | 4202 |
| CATTAIL COVEY LLP | | PO BOX 335 | FARGO | ND | 58107 | 335 |
| CHRISTOPHER G EIDEN ET AL | 281 BENNETT RD | | VERGAS | MN | 56587 | 4121 |
| CITY OF VERGAS | | PO BOX 32 | VERGAS | MN | 56587 | 32 |
| CITY OF VERGAS HRA | | PO BOX 32 | VERGAS | MN | 56587 | 32 |

| | | | | | | |
|--------------------------------|-------------------------|--------------|-------------|----|-------|------|
| CLAUDIA SCHMID REV TST ET AL | 46267 LANDS END RD | | VERGAS | MN | 56587 | 9533 |
| CLIFFORD MOE & CATHLEEN SIMMON | | PO BOX 242 | VERGAS | MN | 56587 | 242 |
| CONTRACTORS LEASING | | PO BOX 10325 | FARGO | ND | 58106 | 325 |
| COURNEYA,HEATH GERALD | 34257 DUSTY TRL | | FRAZEE | MN | 56544 | 8966 |
| COURNEYA,JAMES T & JAYNE A | 301 LOONEY LN W | | VERGAS | MN | 56587 | 4119 |
| CRAIG FRISCHMAN & C SILLERUD | 5645 ST CROIX AVE N | | MINNEAPOLIS | MN | 55422 | 4417 |
| DAHL,RICKEY L & KAREN | 611 TOWNLINE RD | | VERGAS | MN | 56587 | 4226 |
| DAHLGREN,GARRETT | 410 SUNSET STRIP | PO BOX 67 | VERGAS | MN | 56587 | 67 |
| DANIEL & KAROL ZITZOW ET AL | 3021 14TH AVE S | | MOORHEAD | MN | 56560 | 3907 |
| DAY,SHAWN P | 251 1ST AVE N | | VERGAS | MN | 56587 | 4026 |
| DAY,SHELLY A | 404 SUNSET STRIP W | | VERGAS | MN | 56587 | 4102 |
| DAY,VERLA A | 320 PELICAN AVE S | | VERGAS | MN | 56587 | 4105 |
| DEBORAH M SONNENBERG REV TST | 50637 LAKE SEVEN RD E | | FRAZEE | MN | 56544 | 2807 |
| DILLON OIEN & JENNY COLLINS | 260 LINDEN ST W | | VERGAS | MN | 56587 | |
| DITTERICH,HENRY & MARY LYNN | 46963 COUNTY HIGHWAY 35 | | VERGAS | MN | 56587 | 9520 |
| DOYLE,CARSON I | 141 LINDEN ST E | | VERGAS | MN | 56587 | 4013 |
| DOYLE,DANIEL J & KIMBERLY I | | PO BOX 234 | VERGAS | MN | 56587 | 234 |
| EAST OTTER TAIL TEL CO | 150 2ND ST SW | | PERHAM | MN | 56573 | 1461 |
| EHLKE,SCOTT JENNINGS | | PO BOX 111 | VERGAS | MN | 56587 | 111 |
| EILEEN M CARLISLE REV TST | 1040 SCHARF AVE | | VERGAS | MN | 56587 | 4214 |
| ENDERSBY,JAMES M | | PO BOX 65 | VERGAS | MN | 56587 | 65 |
| ENGEBRETSON,MATTHEW W | | PO BOX 285 | VERGAS | MN | 56587 | 285 |
| ENGEL,TERRY | 31172 ACORN LAKE RD | | FRAZEE | MN | 56544 | 9152 |
| ERICKSON,DEREK & SHARI | 9338 PEONY LN N | | MAPLE GROVE | MN | 55311 | 4451 |
| ERIN N GOTELAERE & B SCHREURS | 241 BENNETT RD | | VERGAS | MN | 56587 | 4121 |
| FICK,MICHAEL W | 26324 485TH ST | | VERGAS | MN | 56587 | 9419 |
| FLATAU,JASON & JENNIFER | 44390 452ND AVE | | PERHAM | MN | 56573 | 8742 |
| FLATELAND,MYLES A & BEVERLY L | 812 SCHARF AVE E | | VERGAS | MN | 56587 | 4219 |
| FLEMMING,RONALD L & LINDA J | 1130 5TH AVE W | | WEST FARGO | ND | 58078 | 1450 |
| FRANKLIN,PAMELA | 260 1ST AVE S | PO BOX 205 | VERGAS | MN | 56587 | 205 |
| FUGERE,ZACHARY | 48563 LEEK LAKE WAY | | VERGAS | MN | 56587 | 9459 |
| GARRETT BUNKOWSKE ET AL | 5479 RYAN ROAD | | DULUTH | MN | 55804 | 3344 |
| GEORGE & JUDITH JACOBS TST | 11983 JENKINS ST NE | | BLAINE | MN | 55449 | 5471 |
| GJERDE,JOSEPH JEROME | 46933 BIG OWL LOOP | | VERGAS | MN | 56587 | 9500 |

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|--------------------------------|------------------------|------------|---------------|----|-------|------|
| GOEDDERTZ,DAVID E & MARY A | 46956 BIG OWL TRL | | VERGAS | MN | 56587 | 9570 |
| GOLKOWSKI,LARRY F | 12288 353RD AVE | | FRAZEE | MN | 56544 | 8507 |
| GROSSMAN,SETH & JORDAN A | 220 HILL ST W | | VERGAS | MN | 56587 | 4116 |
| GW LARSON COMPANIES LLC | 1209 KENNETH ST | | DETROIT LAKES | MN | 56501 | 4306 |
| HAAG,DANIEL P & PATTI J | 46965 BIG OWL LP | | VERGAS | MN | 56587 | 9500 |
| HAARSTICK,DEAN W | | PO BOX 160 | VERGAS | MN | 56587 | 160 |
| HAGLUND,ERWIN THORAS & BRIAN | 351 PELICAN AVE S | | VERGAS | MN | 56587 | 4106 |
| HALVERSON,JOHN D & SUE K | 401 6TH AVE N APT 117 | | FARGO | ND | 58102 | 4501 |
| HANSON,JEFFREY R & TERRIE L | 451 PELICAN AVE S | | VERGAS | MN | 56587 | 4108 |
| HANSON,JEFFRY R & ROBIN D | | PO BOX 301 | PERHAM | MN | 56573 | 301 |
| HANSON,JOHN E & MARY L | 19532 232ND ST | | AUDUBON | MN | 56511 | 9511 |
| HANSON,MATTHEW C | 45750 310TH AVE | | VERGAS | MN | 56587 | 9101 |
| HANSON,ROBIN D & JEFFRY R | 646 3RD AVE SE | | PERHAM | MN | 56573 | 1744 |
| HARILUK,LOGAN L | 281 HILL ST W | | VERGAS | MN | 56587 | 4117 |
| HASSE,REBECCA & SHANE | 231 HILL ST W | | VERGAS | MN | 56587 | 4117 |
| HEEMSTRA,DELBERT G | 15872 RIDGEVIEW LN E | | DETROIT LAKES | MN | 56501 | 7152 |
| HILL,KAREN LEE | 3514 HUNTERS DEW | | SAN ANTONIO | TX | 78230 | 2860 |
| HILLSTROM,CHARLES W & KATHRYN | 32267 COUNTY HIGHWAY 4 | PO BOX 88 | VERGAS | MN | 56587 | 9400 |
| HOARD,DANIEL | 390 PELICAN AVE S | | VERGAS | MN | 56587 | 4105 |
| HODNEFIELD,PATRICK E | 441 PELICAN AVE S | | VERGAS | MN | 56587 | 4108 |
| HOFFMAN,JILL | | PO BOX 7 | VERGAS | MN | 56587 | 7 |
| HOFFMANN,CARL W & CONNIE L | 106 ELM ST E | | VERGAS | MN | 56587 | 4017 |
| HOFFMANN,JAMES & MELAINE JOYCE | 440 PELICAN AVE S | | VERGAS | MN | 56587 | 4107 |
| HOWE,JEREMIAH | 370 PELICAN AVE S | PO BOX 191 | VERGAS | MN | 56587 | 4105 |
| HUCK,JASON A & BERET E | 5509 15TH ST S | | FARGO | ND | 58104 | 6395 |
| HUDDLESTON HARDWARE INC | | PO BOX 204 | VERGAS | MN | 56587 | 204 |
| HUDDLESTON,BRADLEY & MALLORY | 34226 SYBIL LAKE RD | | VERGAS | MN | 56587 | 9550 |
| INGBERG,JULIE | | PO BOX 101 | VERGAS | MN | 56587 | 101 |
| JACOBY,ROBERT & DEBRA | 1030 SCHARF AVE E | | VERGAS | MN | 56587 | 4214 |
| JACQUELINE BUERMANN & J AXTON | 220 HILL ST W | | VERGAS | MN | 56587 | 4116 |
| JAMES A BONHAM REV TST | 1306 BAY VIEW DR | | DEVILS LAKE | ND | 58301 | 8628 |
| JEANETTE C BRUHN TST | | PO BOX 116 | VERGAS | MN | 56587 | 116 |
| JEANETTE CARRELL ET AL | 3187 PARK OVERLOOK DR | | SHOREVIEW | MN | 55126 | 4113 |
| JEFFREY DOSTAL ET AL | 5070 PROSPERITY WAY S | | FARGO | ND | 58104 | 7567 |

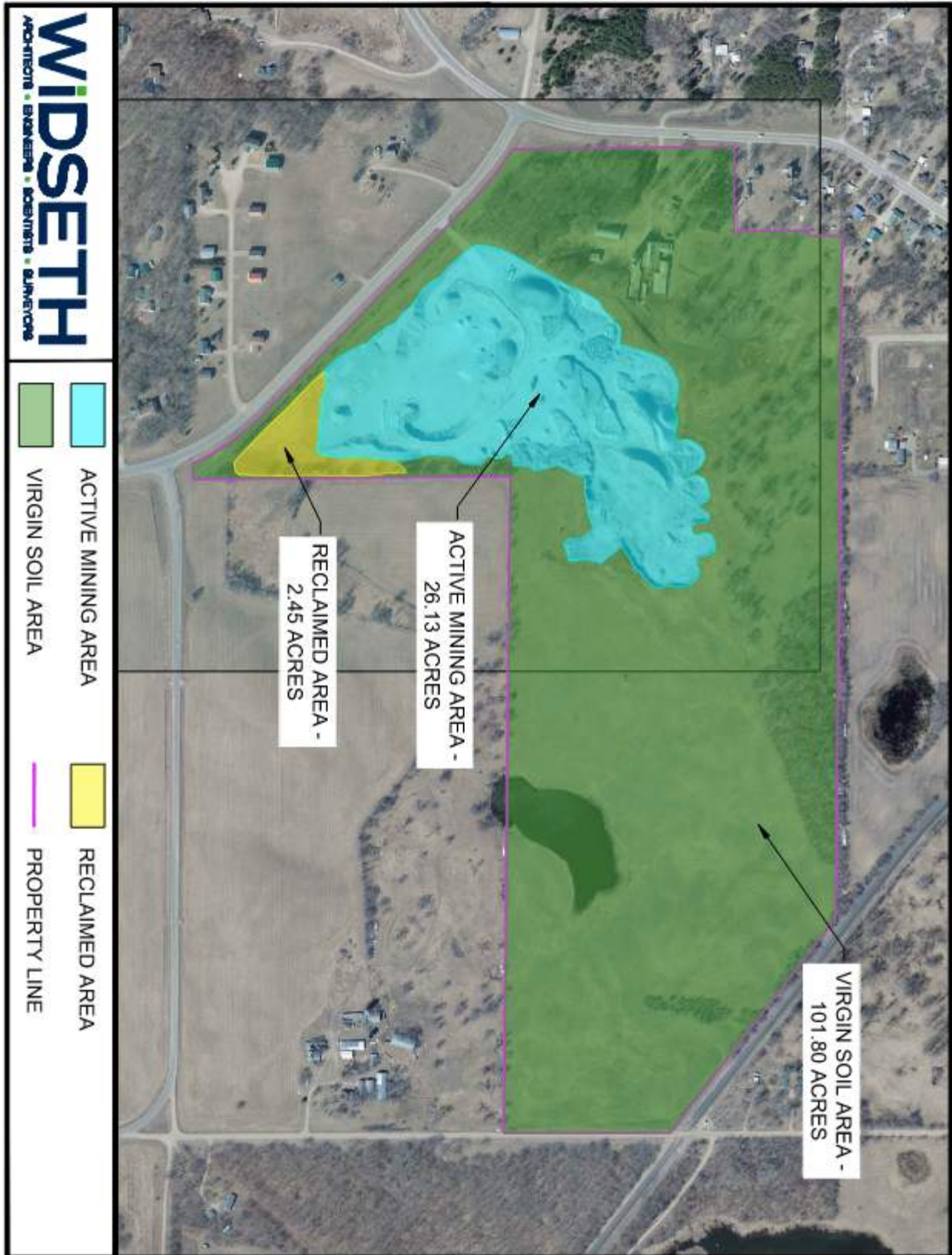
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| JOHNSON,KIRK E & DANIELLE M | 24647 E 1500 N RD | | FAIRBURY | IL | 61739 | 9250 |
| JRMH HOLDINGS LLC | | PO BOX 9 | VERGAS | MN | 56587 | 9 |
| KADING,WALTER L | 31243 440TH ST | | VERGAS | MN | 56587 | 9351 |
| KADING,WALTER L & ELIZABETH I | 215 FRAZEE AVE E | PO BOX 97 | VERGAS | MN | 56587 | 97 |
| KARGER,TERRY & JULIE | 31033 VALLEY VIEW RD | | FRAZEE | MN | 56544 | 9126 |
| KASPER,MICHAEL | 34713 COUNTY HIGHWAY 4 | | FRAZEE | MN | 56544 | 8967 |
| KEITH E SANDAU REV TST | 361 PELICAN AVE S | | VERGAS | MN | 56587 | 4106 |
| KEY STONE STOR & RENTALS LLC | 49186 COUNTY HIGHWAY 31 | | VERGAS | MN | 56587 | 9421 |
| KING,BRADLEY L & REBECCA R | 1434 STERLING CT | | WEST FARGO | ND | 58078 | 4250 |
| KINNEBERG,ANDREW J & RACHEL L | 949 PARKWAY DR | | WEST FARGO | ND | 58078 | 8118 |
| KLATT,JERRY D & PATRICIA S | 32125 COUNTY HIGHWAY 4 | | VERGAS | MN | 56587 | 9400 |
| KNUDSON,MICHAEL DAVID | 131 MILL ST E | | VERGAS | MN | 56587 | |
| KOLLE,SHARON L | 211 MILL AVE E #204 | | PELICAN RAPIDS | MN | 56572 | 4249 |
| KREIG,BENJAMIN | 149 ELM STREET | | VERGAS | MN | 56587 | 4005 |
| KROETSCH,MELISSA C & AARON C | 908 BYGLAND RD SE | | EAST GRAND FORKS | MN | 56721 | 2300 |
| KUBSCH,JEFFERY & SHERRY | 8799 QUEENSLAND LN N | | MAPLE GROVE | MN | 55311 | 5501 |
| KVAM,JUDY & MEREL | 131 1ST AVE N | | VERGAS | MN | 56587 | |
| KVAM,MEREL A & JUDY M | 131 1ST AVE N | | VERGAS | MN | 56587 | 4025 |
| LAHR,ZACHARY & AMANDA | 29163 460TH ST | | VERGAS | MN | 56587 | 9366 |
| LAKES AREA WORD FELLOWSHIP | | PO BOX 218 | VERGAS | MN | 56587 | 218 |
| LAKES RENOVATION LLC | 59491 385TH ST | | NEW YORK MILLS | MN | 56567 | 9216 |
| LARSON,CRAIG L & MICHELLE T | 3008 MORGAN CIR | | BISMARCK | ND | 58503 | 124 |
| LEMON,BRANDON J | 213 MAIN ST W | | VERGAS | MN | 56587 | |
| LENDE,BRIAN S | 201 HILL ST W | | VERGAS | MN | 56587 | |
| LEROY & MARGARET LINDSAY TST | 14829 COUNTY HIGHWAY 24 | | ROTHSAY | MN | 56579 | 9348 |
| LEWIS,TRISTYN LEE | 430 PELICAN AVE S | | VERGAS | MN | 56587 | 4107 |
| LIBBY BIRCH & MIGUEL CHAVEZ | 360 PELICAN AVE S | | VERGAS | MN | 56587 | 4105 |
| LICENCE,ANTHONY M | | PO BOX 82 | VERGAS | MN | 56587 | 82 |
| LIND,NEIL H & LINDA L | 12867 STILKE LAKE RD | | FRAZEE | MN | 56544 | 8606 |
| LONGTIN,TRISHA M | | PO BOX 22 | VERGAS | MN | 56587 | 22 |
| LORZ REAL ESTATE HOLDINGS LLC | 9570 42ND ST S | | FARGO | ND | 58104 | 4010 |
| LUNDGREN,DWIGHT & KARIN | 420 PELICAN AVE S | | VERGAS | MN | 56587 | 4107 |
| LUTHI,BRUCE A & LINDA R | 46792 BIG OWL LOOP | | VERGAS | MN | 56587 | 9500 |
| MACNEILL,ANABELLE L | 210 MAIN ST W | | VERGAS | MN | 56587 | 4002 |

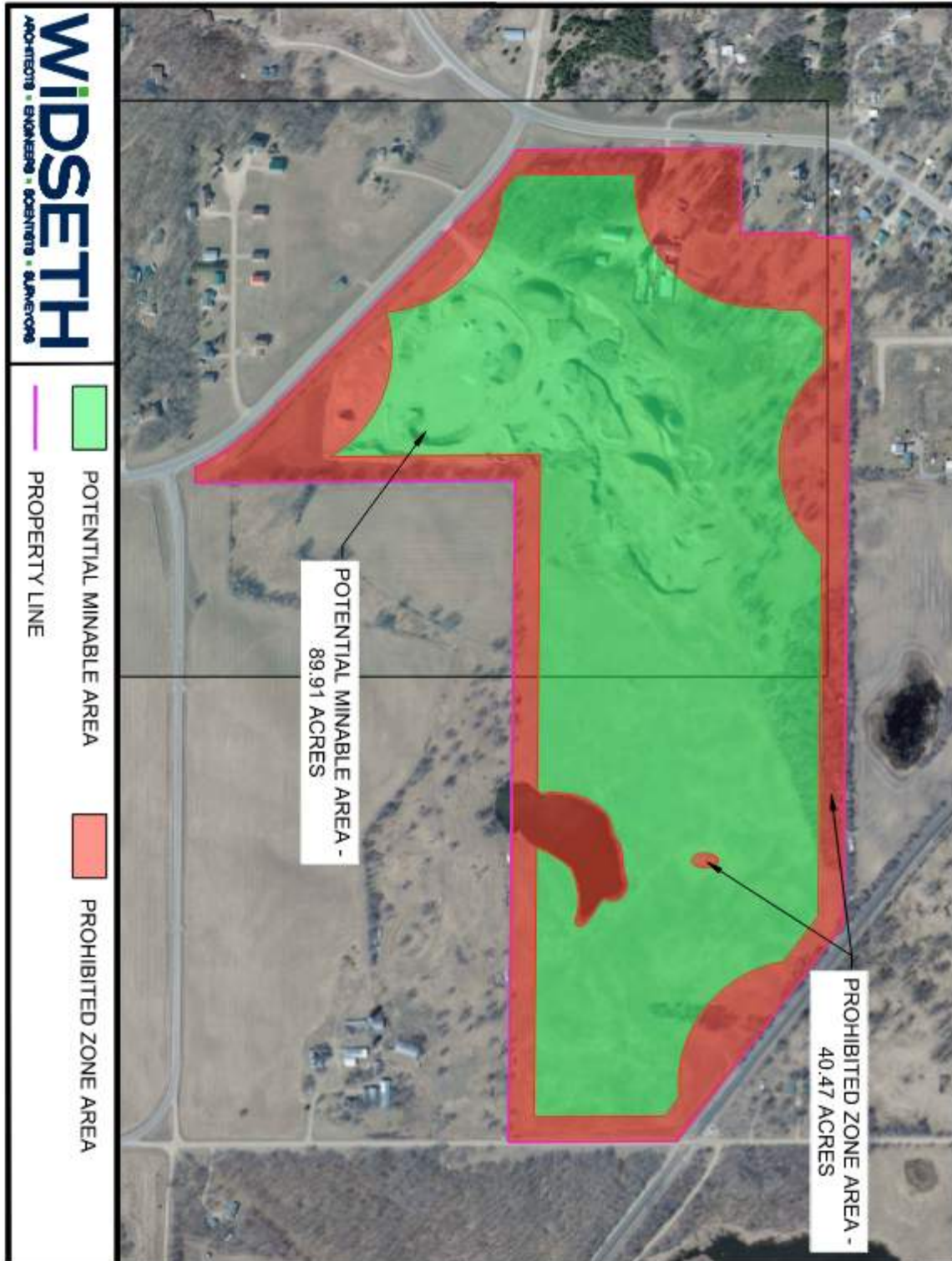
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| MANEVAL,MICHAEL F | | PO BOX 37 | VERGAS | MN | 56587 | 37 |
| MANEVAL,ROBIN & BARBARA | | PO BOX 93 | VERGAS | MN | 56587 | 93 |
| MARIE E SCHULTZ REV TST | 640 TOWN LINE RD S | | VERGAS | MN | 56587 | 4225 |
| MARK SAND & GRAVEL COMPANY | | PO BOX 458 | FERGUS FALLS | MN | 56538 | 458 |
| MCCORQUODALE,KATIE M | | PO BOX 50 | VERGAS | MN | 56587 | 50 |
| MELBYE,TYLER J & KATELYNN E | 225 MAIN ST W | | VERGAS | MN | 56587 | |
| MENZ,LOREN K & DIANE K | | PO BOX 17 | VERGAS | MN | 56587 | 17 |
| METHODIST CHURCH OF VERGAS | | PO BOX 243 | VERGAS | MN | 56587 | 243 |
| METZGER,GLENN M & PAT A | 46859 BIG OWL TRL | | VERGAS | MN | 56587 | 9509 |
| MITCHELL B & B J GOLDSTEIN TST | 1000 SCHARF AVE E | | VERGAS | MN | 56587 | 4214 |
| MITCHELL,GERALD S & AUDREY D | | PO BOX 294 | FRAZEE | MN | 56544 | 294 |
| MOE,CLIFFORD D | | PO BOX 242 | VERGAS | MN | 56587 | 242 |
| MOE,JANE ESTHER | | PO BOX 44 | VERGAS | MN | 56587 | 44 |
| MOLTZAN,RICKY A & MELISSA A | | PO BOX 148 | VERGAS | MN | 56587 | 148 |
| NATALIES SERENDIPITY LLC | | PO BOX 85 | VERGAS | MN | 56587 | 85 |
| NEIL J & D STRAWHORN REV TSTS | | PO BOX 173 | VERGAS | MN | 56587 | 173 |
| NELSON,AMBER & RYAN | 610 KROSHUS DR | | DILWORTH | MN | 56529 | 1638 |
| NELSON,RICHARD A & MARGARET J | 2551 66TH AVE S | | FARGO | ND | 58102 | 7960 |
| NERESON,BRUCE A & JANICE K | 4132 ARTHUR DR | | FARGO | ND | 58104 | 4574 |
| NESEMEIER,AMY | | PO BOX 10723 | FARGO | ND | 58103 | 723 |
| NIEMANN,KEVIN LEE | 1232 LINCOLN AVE | | DETROIT LAKES | MN | 56501 | 4015 |
| NUSTAD,RACHEL K | 151 LINDEN ST E | | VERGAS | MN | 56587 | 4013 |
| OHMAN,ALEXANDER G & ALYSSA J | 208 MAIN ST W | | VERGAS | MN | 56587 | |
| OLDS,NOAH J | 14680 LAKE SALLIE DR W | | DETROIT LAKES | MN | 56501 | 7114 |
| OLSON OIL CO INC | 1425 LINCOLN AVE W | | FERGUS FALLS | MN | 56537 | 1005 |
| OSBORN,LAURA | 110 ELM ST | | VERGAS | MN | 56587 | 4016 |
| OTTER TAIL CO HRA | 500 FIR AVE W | | FERGUS FALLS | MN | 56537 | |
| PALMER,ELAINE E | 1025 SCHARF AVE E | | VERGAS | MN | 56587 | 4230 |
| PATRICK T SKELLY ET AL | 4279 HAWKSBURY CIR | | EAGAN | MN | 55123 | 3062 |
| PEIL,TIMOTHY S & KATHRYN A | 46949 BIG OWL TRL | PO BOX 252 | VERGAS | MN | 56587 | 252 |
| PENNEY,JOYCE A | | PO BOX 161 | VERGAS | MN | 56587 | 161 |
| PERHAM COOP CREAMERY ASSOC | | PO BOX 247 | PERHAM | MN | 56573 | 247 |
| PERRY,BRYAN & VANESSA | 49186 COUNTY HIGHWAY 31 | | VERGAS | MN | 56587 | 9421 |
| PETERSON,RICHARD L & MICHELE J | 1827 26TH AVE NW | | NEW BRIGHTON | MN | 55112 | 1744 |

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|-------------------------------|--------------------------|--------------|-------------|----|-------|------|
| PINKE,PAUL A & CORAL L | | PO BOX 159 | VERGAS | MN | 56587 | 159 |
| PIXLEY,DARYL L | 102 MAIN ST | | DENT | MN | 56528 | |
| PRIEM,TIMOTHY J | 46919 BIG OWL LOOP | | VERGAS | MN | 56587 | 9500 |
| PUETZ,MAGDALENA PEARL | | PO BOX 207 | VERGAS | MN | 56587 | 207 |
| RAILWAY PROPERTY HOLDINGS LLC | 21587 ANDERSON LAKE RD | | LAKE PARK | MN | 56554 | 9203 |
| RICHARD BLAIR & CONNIE LEE | | PO BOX 19 | VERGAS | MN | 56587 | 19 |
| RICHARDS,RONOLA F | 241 HILL ST W | | VERGAS | MN | 56587 | 4117 |
| RONALD W PINKEPANK ET AL | S75W22305 GLENECHO RD | | BIG BEND | WI | 53103 | 9633 |
| ROSWICK,ROBERT & JULIE | 4315 ENGLAND ST | | BISMARCK | ND | 58504 | 8970 |
| RUST,TAMARA J | 438 S POND CT E | | WEST FARGO | ND | 58078 | 5432 |
| S & Z PROPERTIES LLC | 49605 COUNTY HIGHWAY 17 | | VERGAS | MN | 56587 | 9447 |
| SALVESON,LYNNAE | 340 PELICAN AVE S | | VERGAS | MN | 56587 | 4105 |
| SANDAU,JAMES & ROSEMARY | 1001 TOWNLINE RD S | | VERGAS | MN | 56587 | 4227 |
| SANDAU,JERRY | 1804 E 6TH ST A | | COAL VALLEY | IL | 61240 | 2306 |
| SANDY PROPERTIES LLC | 420 HARWOOD DR | | FARGO | ND | 58104 | 6229 |
| SAZAMA,STEPHANIE & TYLER J | 401 PELICAN AVE S | | VERGAS | MN | 56587 | 4108 |
| SCHLAUDERAFF,BRUCE M | 301 UNIT AVE S | | VERGAS | MN | 56587 | |
| SCHOENEBERGER,WILLIAM & LYNN | | PO BOX 183 | VERGAS | MN | 56587 | 183 |
| SCHRUPP,KYLE | 110 COUNTY HIGHWAY 35 | | VERGAS | MN | 56587 | 4100 |
| SCHRUPP,LARRY G | 375 RAILWAY AVE S | | VERGAS | MN | 56587 | |
| SCHRUPP,RANDY & JENNIFER | 291 BENNETT RD | | VERGAS | MN | 56587 | 4121 |
| SCHRUPP,THOMAS & SUSAN | | PO BOX 91 | VERGAS | MN | 56587 | 91 |
| SCHULTZ FAMILY REV LVG TST | 35412 ADAMS POINT RD | | FRAZEE | MN | 56544 | 9019 |
| SCHULTZ,AUSTEN D | 33196 SYBLING HILLS RD | | VERGAS | MN | 56587 | 9506 |
| SCHULTZ,MESA | 1955 RED OAK PATH | | SHAKOPEE | MN | 55379 | 4680 |
| SHARP,CAROL | 817 SCHARF AVE E | | VERGAS | MN | 56587 | 4209 |
| SHEILA L BENNETT & SHANE POSS | 290 BENNETT RD | | VERGAS | MN | 56587 | 4121 |
| SHIPMAN,JILL | | PO BOX 281 | VERGAS | MN | 56587 | 281 |
| SIELING,JOHN M & JULIE A | 830 SCHARF AVE E | | VERGAS | MN | 56587 | 4219 |
| SILBERNAGEL,BRUCE A & ELAINE | 24738 DERBY DR | | SORRENTO | FL | 32776 | 8403 |
| SMITH,KAYLA M | 46943 COUNTY HIGHWAY 35 | | VERGAS | MN | 56587 | 9520 |
| SONNENBERG,BRUCE L & GAIL | 461 PELICAN AVE S | | VERGAS | MN | 56587 | 4108 |
| SOO LINE RAILROAD CO | 7TH FLOOR TAX DEPARTMENT | 120 6TH ST S | MINNEAPOLIS | MN | 55402 | 1803 |
| STATE OF MINNESOTA | | PO BOX 45 | SAINT PAUL | MN | 55155 | 4045 |

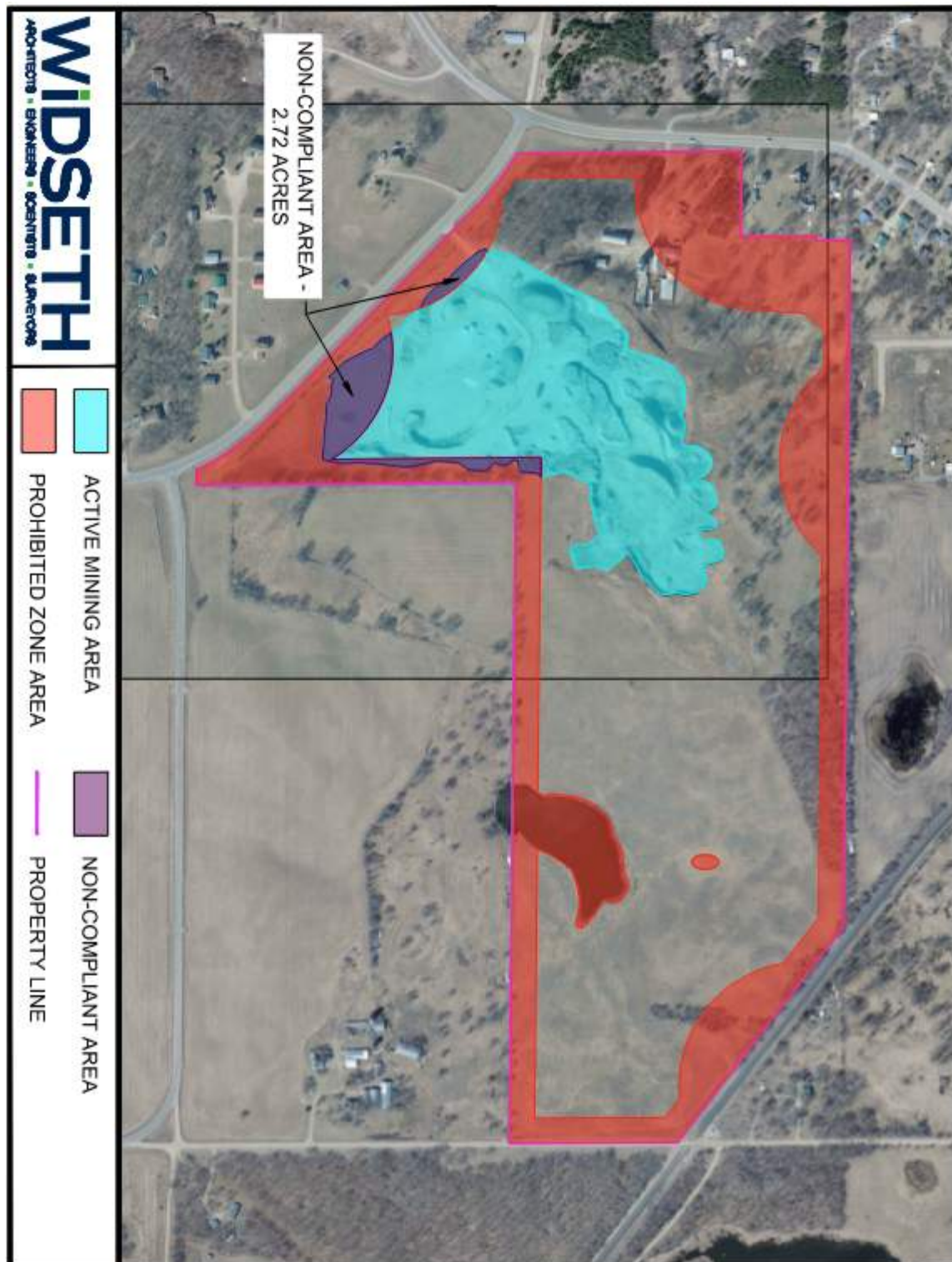
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|--------------------------------|--------------------------|------------|----------------|----|-------|------|
| STONE,SUSAN R | 551 PELICAN AVE S | | VERGAS | MN | 56587 | 4110 |
| STRAND,KERRY & MICHELLE | 100 TOWNLINE RD S | | VERGAS | MN | 56587 | 4218 |
| STRAND,PATRICIA A | | PO BOX 71 | VERGAS | MN | 56587 | 71 |
| STROM,TIMOTHY W & CHERYL L | | PO BOX 208 | VERGAS | MN | 56587 | 208 |
| SUMMERS HOLDINGS LLC | 300 OLD DETROIT RD | | VERGAS | MN | 56587 | 4032 |
| TANGEN,BRIAN A & BRENDA K | 604 2ND ST SW | | FRAZEE | MN | 56544 | 4318 |
| TEGTMEIER,AUSTIN C | | PO BOX 171 | VERGAS | MN | 56587 | 171 |
| THEISEN,KYLE | 275 RAILWAY AVE S | | VERGAS | MN | 56587 | 4006 |
| THOMAS J & PATRICIA HENG TST | 46821 BIG OWL LOOP | | VERGAS | MN | 56587 | 9500 |
| THOMAS,HELEN M | 819 SCHARF AVE E | | VERGAS | MN | 56587 | |
| TINA EISCHENS & CAROLYN HARRIS | 221 HILL ST W | | VERGAS | MN | 56587 | 4117 |
| TJADEN,LORI K | 33178 SYBLING HILLS RD | | VERGAS | MN | 56587 | 9506 |
| TUTTLE,ROBERT J & JEANINE | 39878 298TH ST | | ROSEAU | MN | 56751 | 8327 |
| UEKE,DONALD R & RHONDA D | 371 PELICAN AVE S | | VERGAS | MN | 56587 | 4106 |
| VANESSA PERRY & JORDAN SLEEN | 49186 COUNTY HIGHWAY 31 | | VERGAS | MN | 56587 | 9421 |
| VAUN R BRUHN REV TST ET AL | 45531 385TH AVE | | FRAZEE | MN | 56544 | 8928 |
| VERGAS STATE BANK | | PO BOX 67 | VERGAS | MN | 56587 | 67 |
| WACKER,THOMAS J C & SARAH N | 35224 FREEDOM FLYER RD | | VERGAS | MN | 56587 | 9559 |
| WALLACE FAMILY LIVING TST | 1040 PASTURE CANYON DR E | | SAN TAN VALLEY | AZ | 85143 | 5846 |
| WALLACE,LEIGHTON & BRYCE | 530 PELICAN AVE S | | VERGAS | MN | 56587 | |
| WATSON,DARREN & MICHELLE | 813 UNIVERSITY DR N | | FARGO | ND | 58102 | 3544 |
| WELDON,BENJAMIN J & NICOLE | | PO BOX 215 | VERGAS | MN | 56587 | 215 |
| WIEBEN,TIMOTHY E & MARY A | 2627 ITHICA DR | | BISMARCK | ND | 58503 | 945 |
| WILLIAM ESSER TST | 810 WOODCREEK RANCH RD | | WIMBERLEY | TX | 78676 | 5524 |
| WOODS,CORY D & CASSANDRA | 304 PELICAN AVE S | | VERGAS | MN | 56587 | 4105 |
| WOUTERS,KATHLEEN | 180 3RD AVE S | PO BOX 124 | VERGAS | MN | 56587 | 124 |
| YGGDRASIL LLC | 219 FRAZEE AVE E | | VERGAS | MN | 56587 | |
| ZITZOW,BYRON P & CONNIE S | 46828 BIG OWL LOOP | | VERGAS | MN | 56587 | 9500 |
| ZITZOW,KEVIN R | 240 HILL ST W | PO BOX 73 | VERGAS | MN | 56587 | 4116 |

APPENDIX E – CURRENT CONDITIONS MAPS

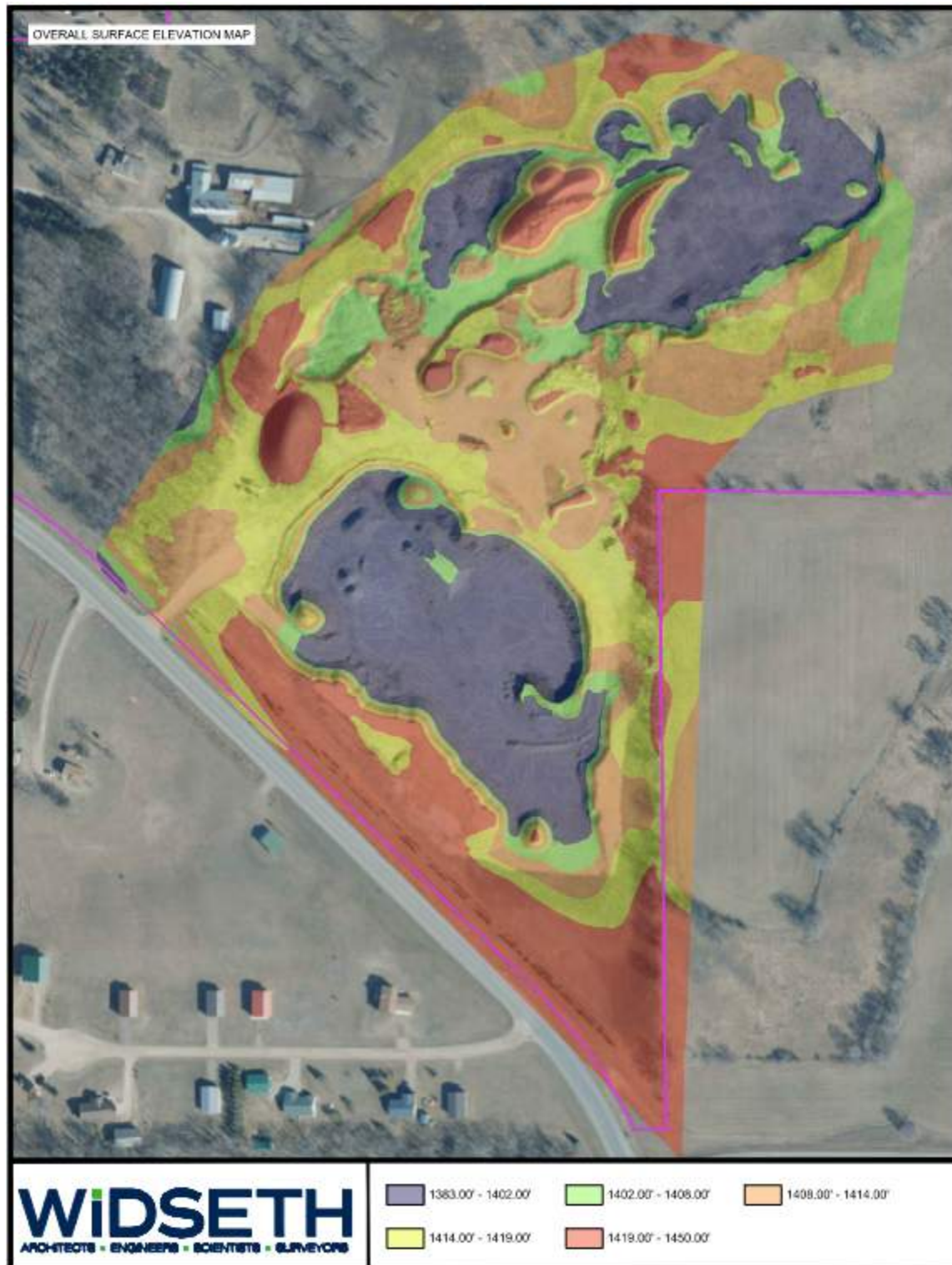




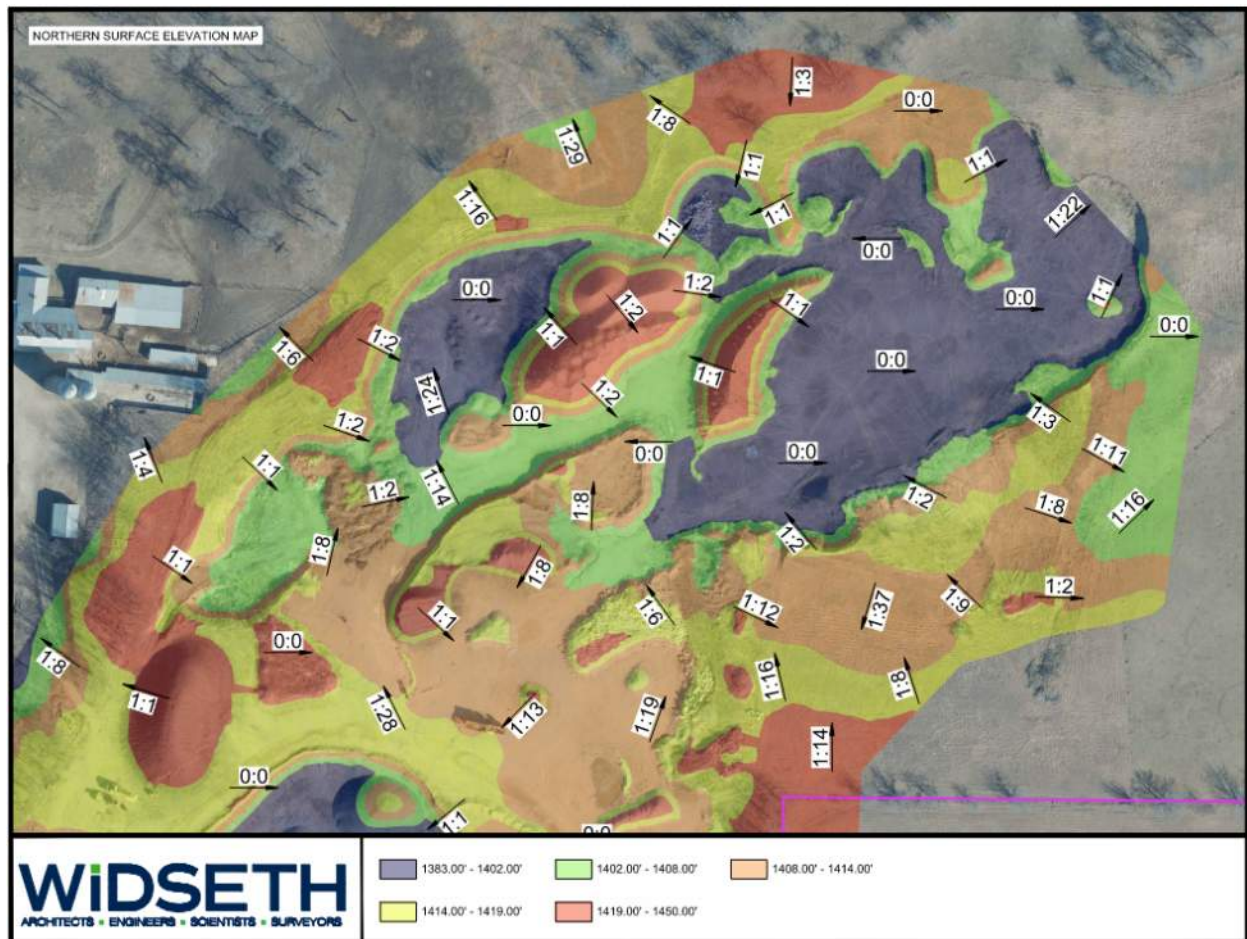
APPENDIX F – SETBACK VIOLATIONS MAP



Appendix G - Surface Maps







CITY OF VERGAS PLANNING COMMISSION MINUTES

Monday, May 20, 2024

6:00 pm

Vergas Government Services Building and Zoom

A City of Vergas Planning Commission meeting was held on Monday, May 20, 2024, in a hybrid meeting at the Government Services Center and on zoom with the following members present: Shane Hasse, Rebecca Hasse, Alex Ohman and Jim Courneya. Absent: Bruce Albright. Also present: Clerk-Treasurer Julie Lammers and Utilities Superintendent Mike DuFrane; Engineer Blaine Green; and Mark Sand and Gravel Vice President Jeff Hattlewick.

Call to Order

Vice Chairman Alex Ohman called the meeting to order at 6:01 pm.

Agenda Additions and Deletions

Approved agenda with following addition: Gravel Permit Report.

Minutes

Motion by Ohman, seconded by R. Hasse to approve minutes for April 22, 2024. Motion passed unanimously.

Status of Council Recommendations

The council approved Shane Hasse as a member of the planning committee.

Construction Permits

Permits Approved by City Clerk

92 Park View Dr – Pergola and riprap

Permits needing Approval.

116 Park View Dr, riprap

106 E Elm St, remove and install addition

Lot 7, Block 1 2nd Addition Lawrence Lake Acres, culvert and building pad

110 Park View Drive, storage shed

101 1st Ave N, cement and new pumps

Motion by Courneya, seconded by S. Hasse to approve the permit at 110 Parkview Dr. for a 6 by 12 storage shed. Motion passed unanimously.

Motion by Ohman, seconded by R. Hasse to approve the permit at 106 E Elm St. to remove 15 by 18 addition and install a 15 by 22 addition. Motion passed unanimously.

Motion by R. Hasse, seconded by Courneya to approve Lawrence Lake Acres lot 7 block 1 for a culvert and building pad. Motion passed unanimously.

Motion by R. Hasse, seconded by Ohman to approve the permit at 116 Parkview Dr. for rip rap. Motion passed unanimously.

Motion by R. Hasse seconded by S. Hasse to approve the permit at 101 1st Ave. north to remodel as stated on the construction permit. Motion passed unanimously.

Discussed permit late fees as currently they are doubling the permit fee. Commissioners felt this was okay for residential properties but would like to raise the fine for commercial properties. Motion by Courneya, seconded by S. Hasse to recommend to council to increase the fee to \$1,000 penalty plus the double fee penalty on all commercial property. Motion passed unanimously.

Grade and Fill Permits

Lawrence Lake Acres 2nd Addition, Lot 4 Block 1 Fill Area

Lawrence Lake Acres 2nd Addition, Lot 7 Block 1 install driveway and build site for slab on grade home

Lawrence Lake Acres 2nd Addition, Lot 7 Block 1 install driveway

Motion by Ohman, seconded by Courneya to approve the three Lawrence Lake Acres Second Addition grade and fill permits.

Motion passed unanimously.

Active Construction Permits

Lammers will provide updated construction permit spreadsheet by email.

Old Business:

Updated Vergas Basic Code

Discussed the changes pertaining to planning commission ordinances, chapter 9, beginning at land usage at our regularly scheduled June planning commission meeting. The following changes were recommended: 92.64 add our current burning

ordinance and 92.98 B) change the word resident to residence.

Nuisance Properties within Vergas

Discussed the following nuisance properties within Vergas; 341 S Unit Avenue with one non licensed vehicle, 390 Pelican Ave. with three unlicensed vehicles, and 110 Elm St. with one unlicensed vehicle. Property at 207 W Main St. has a canvas shed to which they are attaching steel. Motion by Ohman seconded by R. Hasse to send letters to the three properties with unlicensed vehicles. Motion passed unanimously. Motion by Courneya seconded by S. Hasse to send a halt construction permit to 207 W Main. Motion passed unanimously

Vergas Zoning Map

This is a work in progress. Discussed changing a block on Pelican Avenue, from residential to commercial as recommended by Vergas EDA. Mark Sand and Gravel currently own this property. Jeff Hattlewick stated Mark is open to selling property, but we may want to review the property as the bank is very steep and will require an extremely large amount of fill. Commissioners put the item on hold until further investigations can be made.

2024 Planning Commission Budget

Lammers stated there were no changes in planning commission expenditures since last month.

New Business

Mark Sand and Gravel: Gravel Pit.

Interim Use Permit

Mark Sand and Gravel applied for an interim use permit for Planning Commission members to review. Motion by R. Hasse seconded by Courneya to hold a public hearing regarding the Mark Sand and Gravel interim use permit on June 11th at 6:00 PM. Motion passed unanimously

Gravel Pit Report

Blaine Green, City Engineer provided and reviewed the Bunkowski Gravel Pit Report for Mark Sand and Gravel. Motion by Ohman seconded by Courneya to recommend to council to approve the Bunkowski gravel pit report. Motion passed unanimously

Adjournment

Motion by R. Hasse, seconded by S. Hasse to adjourn at 7:45 pm. Motion passed unanimously.

Secretary,

Julie Lammers, CMC
Vergas City Clerk-Treasurer

Follow Up Actions:

Lammers send nuisance letters.

All members review proposed ordinances.

Public Hearing Notices, Newsletter, Frazee-Vergas Forum and send letters.

Council recommendations:

Raise fine for not getting a construction permit for commercial businesses to \$1,000.00 and permit fee doubles.

Approve Bunkowski Gravel Pit Report for 2024.

Review Interim Use Permit for Mark Sand and Gravel

City Council
2024 June Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, June 11, 2024

11. Staff Reports

A. Utilities Superintendent
B. Clerk-Treasurer

Files Attached

- 06 Utilities Superintendent Report.pdf
- 06 Clerk-Treasurer Report.pdf
- 1 EXHIBIT-June-6-24.pdf
- City Center Parking Lot 6-6-24.pdf
- Liability-Coverage-Waiver-Form.pdf
- Lions Raffle.pdf

Utilities Superintendent Report

No report received for June 2024.

Clerk-Treasurer Council Report
June 2024

Attorney

Winters sent property at 339 E Frazee letter to clean up yard.

Camera's

To replace cameras at the yard waste and parks that are better quality we will need to make one of the following changes:

Add internet to the locations

Build a box to hold server at the location and plug a monitor into the server to view cameras.

Construction Permits

In the process of reviewing the current Lakeshore Management Ordinance Council will receive update after meeting with Otter Tail County on June 18.

Grants:

Applied:

Municipal Clerks Advanced Academy Grant, \$100.00. Received.

Government Services Building

New front door, window in Clerk-Treasurer office scheduled to be installed by the end of the month. The door arrived in May and was the wrong size. During installation of door the handicapped sidewalk and railings will be updated. The utilities department is doing front building painting as they have time.

Education and Trainings:

Attended

None.

Attending

Election Training, June 20, 2024 1 pm - 3 pm Thumper Pond

Election Training either July 11 (Fergus Falls) or July 17 (Otter Tail)

Safety Training, Aug 29 9-11 am Fergus Falls

Clerk's Advanced Academy, Sept. 19-20

Safety Training, October 3, 9-11 am Fergus Falls

Clerks Meeting Friday, October 4, 2024 8 am – 4pm zoom

Elections

Primary, Aug. 13 Council Meeting will need to be rescheduled

General Nov. 5

Engineering

Green provided exhibit and cost estimate for the alleys and parking lots per Council request at the May meeting. I have attached information, and this will be discussed at the street meeting on June 17th.

Insurance

Approval of Council requested for the Liability coverage waiver form from the LMC. This waives monetary limits on municipal tort liability as we have done in the past. Form attached.

Lion's Raffle

The Vergas Lion's applied and I approved a raffle to be drawn on October 8, 2024.


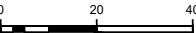
Right of Way


Laura Osborn, 110 E Elm St, called City Office (spoke with Ronola) asking to be placed on Council agenda regarding alley located on her property. I called Otter Tail County who stated there is a 20-foot alley this was recorded when the plat was recorded.

Vergas Community Fund/Park Fundraiser


Fundraising has begun for the park bathhouse. Phase 1 on the Long Lake Park Masterplan. The goal is to raise funds from June 8 to September 28. A goal of \$200,000. The Park Board will be requesting City apply for the 2025 DNR Recreation Grant.





SCALE (IN FEET)





EXISTING BITUMINOUS




EXISTING CONCRETE




EXISTING AGGREGATE




PROPOSED BITUMINOUS




ADDITIONAL PROPOSED BITUMINOUS ALTERNATE



PROPOSED CONCRETE



PROPOSED CONCRETE CURB AND GUTTER



PROPOSED RC STORM SEWER PIPE

WIDSETH
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

CITY CENTER PARKING LOT IMPROVEMENTS
CITY OF VERGAS
VERGAS, MN.
EXHIBIT

SHEET NO.
1

DATE: 2024-10-27
SCALE: AS SHOWN
DRAWN BY: JMK
CHECKED BY: BNG
JOB NUMBER: 2024-10827

BY: [Signature]
REVISIONS DESCRIPTION: [Table]
DATE: [Table]
REV# [Table]

BLAINE M. GREEN
DATE: MM/DD/YYYY: NO. 57140

VERGAS CITY CENTER PARKING LOT IMPROVEMENTS
THIS PLAN, SPECIFICATION, AND REPORT
WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND
THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER
THE LAWS OF THE STATE OF MINNESOTA.

Preliminary Engineer's Estimate

City Center Parking Lot

City of Vergas

June 7, 2024

J:\City of Vergas-47174\2024-10827\Calculations\[City Center Parking Lot 6-6-24.xlsx]Sheet1

WIDSETH

| Item # | Item Description | Unit | Unit Price | City | | Hanson | | Bruhn | | Total | |
|--------|---|------|-------------|----------------------|-------------|----------------------|-------------|----------------------|------------|----------|-------------|
| | | | | 3.5" Bit, 8" Class 5 | | 3.5" Bit, 8" Class 5 | | 3.5" Bit, 8" Class 5 | | | |
| | | | | Quantity | Cost | Quantity | Cost | Quantity | Cost | Quantity | Cost |
| 1 | Mobilization | LS | \$10,000.00 | 0.8 | \$8,000.00 | 0.1 | \$1,000.00 | 0.1 | \$1,000.00 | 1 | \$10,000.00 |
| 2 | Remove Catch Basin | EA | \$300.00 | 2 | \$600.00 | | | | | 2 | \$600.00 |
| 3 | Remove Bituminous Pavement | SY | \$5.00 | 2039 | \$10,195.00 | 591 | \$2,955.00 | 215 | \$1,075.00 | 2845 | \$14,225.00 |
| 4 | Sawing Bituminous Pavement (Full Depth) | LF | \$2.00 | 165 | \$330.00 | | | | | 165 | \$330.00 |
| 5 | Common Excavation | CY | \$15.00 | 651 | \$9,765.00 | 189 | \$2,835.00 | 69 | \$1,035.00 | 909 | \$13,635.00 |
| 6 | Aggregate Base Class 5 (CV) | CY | \$25.00 | 453 | \$11,325.00 | 131 | \$3,275.00 | 48 | \$1,200.00 | 632 | \$15,800.00 |
| 7 | Type SP 12.5 Wearing Course Mixture (3,C) | TON | \$95.00 | 431 | \$40,945.00 | 125 | \$11,875.00 | 45 | \$4,275.00 | 601 | \$57,095.00 |
| 8 | 6" Concrete Driveway Pavement | SY | \$85.00 | 94 | \$7,990.00 | | | | | 94 | \$7,990.00 |
| 9 | 12" RC Pipe Sewer Design 3006 Class III | LF | \$65.00 | 85 | \$5,525.00 | | | | | 85 | \$5,525.00 |
| 10 | Construct Drainage Structure Design G | EA | \$4,250.00 | 2 | \$8,500.00 | | | | | 2 | \$8,500.00 |
| 11 | Connect to Existing Storm Sewer | EA | \$1,000.00 | 1 | \$1,000.00 | | | | | 1 | \$1,000.00 |
| 12 | Concrete Curb and Gutter Desgin B618 | LF | \$25.00 | 53 | \$1,325.00 | 145 | \$3,625.00 | | | 198 | \$4,950.00 |
| 13 | Erosion Control | LS | \$1,000.00 | 0.8 | \$800.00 | 0.1 | \$100.00 | 0.1 | \$100.00 | 1 | \$1,000.00 |
| 14 | Striping | LS | \$2,000.00 | 1 | \$2,000.00 | | | | | 1 | \$2,000.00 |
| 15 | Traffic Control | LS | \$1,500.00 | 0.8 | \$1,200.00 | 0.1 | \$150.00 | 0.1 | \$150.00 | 1 | \$1,500.00 |

| | | | | |
|--|---------------------|--------------------|-------------------|---------------------|
| Estimated Construction Costs | \$109,500.00 | \$25,815.00 | \$8,835.00 | \$144,150.00 |
| 5% Contingency | \$5,475.00 | \$1,290.75 | \$441.75 | \$7,207.50 |
| Plans, Specifications, Bidding, and Construction Admin | \$15,100.00 | | | \$15,100.00 |
| Construction Engineering, Staking, and Observation | \$15,100.00 | | | \$15,100.00 |
| Estimated Total | \$145,175.00 | \$27,105.75 | \$9,276.75 | \$181,557.50 |

LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage.
Email completed form to your city's underwriter, to pstech@lmc.org, or fax to 651.281.1298.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. *The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.* The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: _____

Check one:

- ☐ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).
- ☐ The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____

Position: _____

LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: Lions Club of Vergas MN

Previous Gambling Permit Number: X- X-07445-24-033

Minnesota Tax ID Number, if any: 1362082

Federal Employer ID Number (FEIN), if any: 416090464

Mailing Address: PO Box 12

City: Vergas State: MN Zip: 56587 County: Otter Tail

Name of Chief Executive Officer (CEO): Pam Krieg

CEO Daytime Phone: 701-261-1632 CEO Email: pamkrieg@hotmail.com

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): rpjacoby@comcast.net

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

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

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

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

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

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

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

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

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

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

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

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

GAMBLING PREMISES INFORMATION

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

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

Check one:

☒ City: Vergas Zip: 56587 County: Otter Tail

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): October 8, 2024

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

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

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

LG220 Application for Exempt Permit

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits

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

Print City Name: Vergas

Signature of City Personnel:

Julie Larsen

Title: Clerk-Treasurer Date: 05/16/24

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

COUNTY APPROVAL for a gambling premises located in a township

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

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

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

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

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

Print Name: Pam Krieg

REQUIREMENTS

Complete a separate application for:

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

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

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

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

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

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

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

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

Questions?

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

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

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

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

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

City Council
2024 June Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, June 11, 2024

12. Information & Announcements

Trainings:

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

Events:

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