

Street / Sidewalks/ Yard Waste Committee
Streets/Sidewalks/Yard Waste
Government Services Center & Zoom Id 267-094-2170 password 56587
2:00 PM on Wednesday, August 28, 2024

- 1. Call to Order**
- 2. Agenda Additions or Deletions**
- 3. Minutes**
July 10, 2024
- 4. Alley/parking lot paving/drainage**
- 5. Yard Waste**
- 6. Ordinance Updates**
- 7. Budget- goal setting**
A 5 Year Budget
- 8. Adjournment**

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3. Minutes

July 10, 2024

Files Attached

- 07.10.24 SSYW Minutes.pdf

Street/Sidewalks/Yard Waste Committee Meeting Minutes
Government Services Center
July 10, 2024

1.) A meeting of the Vergas Streets/Sidewalks/Yard Waste (SSYW) Committee was held on Wednesday, July 10, 2024 at 9:00 AM at the Vergas Government Services Center. Present was Bruce Albright and Paul Pinke, Vergas City Council; Julie Lammers, City Clerk; Mike DuFrane, Utility Superintendent; and Dean Haarstick, Citizen. Attending via Zoom was Blaine Green, Widseth. Albright called the meeting to order at 9:04 AM.

2.) Agenda Additions/Deletions. Albright wanted to add Glenn Street (ST), Scharf Avenue (AVE), crosswalks, speed limit signs, and parking lot stripping to the agenda. **Approved.**

3.) Minutes for the 06/17/24 SSYW Committee meeting was presented. **Motion** by Pinke to approve, **seconded** by Albright, **approved.**

4.) Parking Lot Paving. Dean Haarstick said when the 1993 sewer and water project was done in Vergas, the engineer designed that his property's runoff should drain north in the east curb and gutter along 1st AVE South (S). However, unless conditions are perfect, the water will backup into his shop. He remedied this by lowering the asphalt in the alley near his roof drainage point, so the water can also drain east down the alley. Anything done to the alley during the proposed repaving project could change this, and once again put water into his building. He wanted the SSYW Committee to be aware of this. He also thought that all of the alley drainage issues should be resolved with this project, if the intent is to repave the entire area. Now is the time to add additional catch basins and piping. It was also noted that the grade of the ground on the west side of the Hardware Store should be raised to drain to the catch basin(s), as they've had water problems before in their basement. The Committee felt we were at a point in time where the Council could schedule the preliminary hearing.

Minnesota Statutes 2021, Chapter 429, Local Improvements, Special Assessments govern the development/hearing process. The City's Special Assessment and Trunk Area Policies and Procedures for Public Improvements and Maintenance Costs, dated October 3, 2011, addresses the project's costs. The Project can be initiated by the Council when, in its judgment, such action is required. There are several methods of assessment for private owners: the "Adjusted Front Footage" method; "Area" method of assessment; and the "Per Lot" method of assessment. Reconstruction and Overlays are assessed 50% to the benefitted property owners, and 50% to the City. A project of this nature would have a 20-year life expectancy.

Green said that he would take today's discussions into his design considerations. Last night, the Council scheduled the project hearing for Wednesday, August 14, 2024 at 6:00 PM, prior to the Council meeting at 6:30 PM that same night.

5.) Ordinances. Albright still has homework to do on comparing the 2010 Supplemental version (the one the City currently uses) with the 2023 edition received from the Minnesota League of Cities. In question is Title VII: Traffic Code.

6.) Budgets. The Committee agreed to wait with this discussion until the other agenda items were finished so Green could participate. He has another meeting at 11:00 AM.

7.) Glenn ST. Field reviews were conducted of the erosion occurring at Loren Menz's shed driveway. Albright and Green agree the the way to correct the problem is to install a pipe under

the driveway and reshape the area. Two bids should be obtained for doing this work. Albright suggested that costs be split 3 ways between the landowner, developer, and City. The developer is also interested in transferring jurisdiction of the road to the City, once all work is finished. He would especially like to get this done before winter snow removal is required. Green will conduct a field review of the project to prepare a punch list of cleanup items (if needed).

8.) There has been significant erosion problems with the new Scharf AVE associated with Phase III of the Keilley Shores Subdivision with the recent rains. Erosion from the project site is directly entering Long Lake. Neighbors to the project have also filed complaints with the City regarding sediment deposited on their property. The Committee felt it was time to contact the Minnesota Pollution Control Agency (MPCA). MPCA when they issued the Stormwater Permit for the project, had 19 pages of permit conditions. Albright viewed the site, and doesn't think the developer has implemented any of the stormwater plan. The Committee wanted Lammers to find his construction plans, which should contain his stormwater plans. They also directed Lammers to contact the MPCA regarding the violations. Albright will stop at Lammers office tomorrow to view the plans.

9.) Crosswalks. The County Highway Department is willing to enter into an agreement with the City to install crosswalks at their expense, provided the City maintains the crosswalks, and repaints them when necessary. The Committee talked about 4 crosswalks in the intersection of Main Street and 1st AVE. There was also discussion to put one over Main ST from Billy's Corner Bar to the Hardware Store. DuFrane thought there should also be one from Fire Department to Phillip's 66, over Linden ST. **Motion** by Albright to request said crosswalks. **Seconded** by Pinke, **approved**. Lammers will contact the County Highway Engineer. Albright thought it would be nice if these were installed by Loony Daze.

10.) Parking Lot Stripping. Albright felt the lines needed to be repainted behind the Event Center, behind the Liquor Store, and the diagonal lines on 1ST AVE S. DuFrane will get the work done, hopefully before Loony Daze.

11.) Speed Limit Signs. Last fall, Bruce Sonnenberg requested an electronic sign for the corner on County Road (C.R.) No. 4 by his place. Lammers contacted the County to see where we were on the County's list for a second electronic sign. Albright attested that electronic signs do work, as he's seen that by his place on C.R. No. 4. Lammers will contact the County Engineer.

Green left the meeting at 11:00 AM.

12.) Budgets. In today's SSYW agenda packet, Lammers included 5-year budgets (2024-2029) for those budgets under the SSYW's jurisdiction. The numbers discussed were preliminary, and will be annually set by the Budget Committee. The Committee talked about future needs, such as upgrading or expanding the City Shop. The future paving of Glenn ST was also discussed. Discussions have been ongoing for upgrading the street lighting on Main ST. This will also increase the City's annual lighting costs. Dust control for city streets was also added to the budget. There was also discussion about the City's snowplow. It didn't get much use last winter, but that can change. To the list of the City's snow removal equipment, we've added the 2023 Ford F-350 pickup and snowplow, but that can't plow all the roads. To get an used snowplow truck, we're probably looking at a price of at least \$75,000. Lammers will factor into the budget the numbers discussed by the SSYW Committee today,

13.) Next Meeting. A date for the next SSYW Committee meeting was not scheduled at this time. Committee members should check their schedules and get back to Lammers for a meeting after Loony Daze.

14.) Adjournment. Albright adjourned the meeting at 12:00 PM.

Respectfully prepared and submitted by;

Bruce E. Albright, City Council Member

Council Recommendations:

- None

Follow up Actions:

- Continue to work on budgets, and future road funding needs.
- Continue to work on City parking, Work on handicap parking spots.
- Continue to work on snow removal, sidewalk, and parking ordinances/policies to address concerns.
- Continue to work with the Community Club on possible lighting changes for Main ST.
- Research options for W Lake ST funding. R/W acquisition. Meet w/Candor Twp.
- Status of E Lake ST and N Railway AVE R/W acquisitions. Finish process.
- Meet with Garrett Dahlgren/Heath Courynea regarding W Sunset Strip R/W.
- Finish slope work on Scharf AVE and Dianne AVE.

Future Meeting Agenda Items:

- Alley/parking lot paving/drainage.


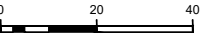
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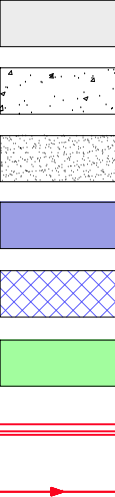
4. Alley/parking lot paving/drainage

Files Attached

- Imp 2025-001 1 EXHIBIT-June-6-24.pdf




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



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

DATE:	MONTH, YEAR	BY:
SCALE:	AS SHOWN	
DRAWN BY:	JMK	
CHECKED BY:	BNG	
JOB NUMBER:	2024-10827	

BY: _____

REVISIONS DESCRIPTION: _____

DATE: _____

REV# _____

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

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7. Budget- goal setting

A 5 Year Budget

Files Attached

- 2024 -2029 5 year budget.pdf

2024-2029

5 Year Budget

		2024							
		2023 Actual	2024	Actual to	2026		2028	2029	
		to 12/31/23	Budget	8/26/24	2025 Budget	Budget	2027 Budget	Budget	Budget
City Shop (43000)	Operating Supplies (210)	493.15	300.00	54.93	300.00	330.00	363.00	399.30	439.23
	Repair & Maint. Supplies (220)	201.71	100.00	1,038.05	200.00	220.00	242.00	230.00	230.00
	Small Tools & Minor Equip (240)	472.50	1,000.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
	Internet (321)	742.50	810.00	607.50	810.00	891.00	900.00	900.00	900.00
	Insurance (360)	1,157.00	850.00	980.00	1,157.00	1,160.00	1,165.00	1,170.00	1,175.00
	Utility Services (380)	4,012.98	6,150.00	1,719.26	5,500.00	6,050.00	6,352.00	6,670.00	7,003.00
	Repair & Maintenance Service (400)	305.00	300.00	1,700.00	350.00	385.00	385.00	400.00	400.00
	City Share/Assessments	461.27	120.00	0.00	0.00	300.00	300.00	300.00	300.00
	Improvements (530)	1.00	500.00	0.00	500.00	500.00	500.00	500.00	500.00
Total For City Shop		7,847.11	10,130.00	6,099.74	9,817.00	10,836.00	11,207.00	11,569.30	11,947.23
Recycling Center (43218)									
	Wages and Salaries (100)	7,498.86	8,000.00	5,614.02	8,320.00	8,652.80	8,998.91	9,358.87	9,733.22
	Employer Cont./Soc.Sec. (122)	1,456.07	4,500.00	2,932.05	4,680.00	4,867.20	5,061.89	5,264.36	5,474.94
	Repair & Maintenance (220)	4,146.86	3,000.00	1,231.70	4,000.00	4,200.00	4,400.00	4,500.00	4,600.00
	Office Supplies (200)	461.28	100.00	0.00	400.00	450.00	460.00	470.00	480.00
	Printing & Publishing (350)	315.37	400.00	0.00	400.00	400.00	400.00	400.00	400.00
	Street Lighting (380)	192.50	300.00	88.69	200.00	210.00	210.00	220.00	220.00
	City Share/Assessments	461.28	500.00	416.00	416.00	420.00	425.00	430.00	435.00
	Improvements (530)	0.00	1,500.00	0.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00
Total for Recycling Center		14,532.22	18,300.00	10,282.46	25,416.00	26,200.00	26,955.80	27,643.23	28,343.16
Street Lighting	Street Lighting		7,500.00	5,409.22	9,000.00	1,000.00	15,000.00	17,000.00	17,000.00

2024-2029

5 Year Budget

	2024							
	2023 Actual	2024	Actual to	2026	2028	2029		
	to 12/31/23	Budget	8/26/24	2025 Budget	Budget	2027 Budget	Budget	Budget
Highways, Streets & Wages and Salaries (100)	25,075.09	25,400.00	16,485.58	26,400.00	27,475.00	28,500.00	29,500.00	30,750.00 4% yearly in cease
(43100) Employer Cont./Soc.Sec. (122)	14,110.98	14,147.00	8,237.85	14,700.00	15,300.00	15,910.00	16,500.00	17,215.00
Health Insurance (131)	601.09	4,370.00	2,185.94	4,500.00	4,500.00	4,500.00	4,500.00	4,500.00
Workers Compensation (150)	567.00	1,300.00	0.00	1,400.00	1,400.00	1,500.00	1,500.00	1,500.00
Office Supplies (200)	113.04	100.00	515.41	400.00	410.00	420.00	430.00	440.00
Operating Supplies (210)	11,487.10	9,000.00	5,370.89	10,000.00	10,500.00	10,600.00	10,700.00	10,800.00
Travel, Mtgs, & Schools	20.00	20.00	20.00	20.00	30.00	30.00	30.00	40.00
Repair & Maint. Supplies (220)	1,779.65	3,500.00	90.79	3,600.00	3,900.00	4,000.00	4,100.00	4,200.00
Small Tools & Minor Equip (240)	133.46	600.00	1,100.00	600.00	600.00	600.00	600.00	600.00
Employee Clothing Allowance (245)	0.00	350.00	59.95	350.00	350.00	350.00	350.00	350.00
Engineer (303)	53,870.73	30,000.00	10,397.90	33,000.00	35,000.00	37,500.00	39,000.00	41,500.00
Telephone	375.00	375.00	268.75	375.00	375.00	375.00	375.00	375.00
Insurance (360)	7,339.00	4,725.00	849.00	7,400.00	7,500.00	7,600.00	7,700.00	7,800.00
Repair & Maintenance Service (400)	29,308.77	5,000.00	4,648.95	7,000.00	7,500.00	8,000.00	8,500.00	9,000.00
								To be reimbursed by property
Dust Guard	0.00	0.00	0.00	2,500.00	3,000.00	3,500.00	4,000.00	4,500.00 owners
Seal Coating (410)	7,798.26	10,000.00	0.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
Improvements (530)	48,381.20	42,861.00	8,275.00	45,000.00	48,000.00	50,000.00	52,000.00	55,000.00 Street Improvements
Other Equipment (580)	16,161.92	5,000.00	0.00	10,000.00	12,000.00	14,000.00	15,000.00	16,000.00 Loader, Pickups, Snow Plow
Sidewalk								
Repair & Maintenance (400)	0.00	1,500.00	0.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
Ice and Snow Remo								
Sand & Salt	1,143.22	1,500.00	0.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
Snow Removal (415)	0.00	1,000.00	0.00	750.00	750.00	500.00	500.00	500.00 Independent Contractors
Capital Outlay	0.00	1,000.00	0.00	500.00	500.00	500.00	500.00	500.00 Snow blower
Total for Streets, Sidewalks, Ice Control	218,265.51	161,748.00	58,506.01	181,495.00	192,090.00	201,385.00	208,785.00	218,570.00
	Actual		Actual					