

City Council
2025 March Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Monday, March 10, 2025

- 1. Call to Order**
- 2. Citizens' Concerns**
- 3. Agenda Additions and Deletions**
- 4. Approval of Consent Agenda**
 - A. Council Minutes February 10
 - B. Bills paid between Council meetings and Council bills
 - C. Liquor Store bills for February 2025
 - D. Late water/sewer bills
 - E. 2025 Investment Schedule/Bond Schedule
 - F. General Fund Special Revenue Money Market Account
 - G. 2025 Statement of Receipts, Disbursements and Balances
 - H. Committee Reports:
 1. Planning Commission
 2. Park Board
 3. Event Center
- 5. Energy - Building Assessment and Benchmarking Report**
 1. Daniel Handeen, University of Mn
 2. Climate Resiliency Committee
- 6. City Insurance**
- 7. Vergas Community Club - Looney Days**
 1. Road Closures
- 8. Cannabis Business**
- 9. Committee Reports**
 - A. Municipal Building Committee
 - B. Water and Sewer Committee
 - C. EDA/HRA
- 10. Staff Reports**
 - A. Utilities Superintendent Report
 1. Mn Rural Water Conference
 - B. Clerk Treasurer Report
- 11. Mayor's Minute**
 1. Sanford Clinic
 2. LMC Newly Elected Officials Conference
- 12. Information & Announcements**

Trainings:

 - A. MN Clerks and Finance Officers – March 17 -21, 2025 in Brooklyn Center (Lammers)
 - B. LMC, Loss Control Workshop March 26 in Alexandria (DuFrane, Engebretson, Lammers)
 - C. Municipal Beverage Association (MMBA) April 20-23, 2025 (Theisen) Alexandria Arrowwood
 - D. League of MN Cities Annual Conference June 25-27, 2025 in Duluth (Mayor, Council & Lammers)
 - E. 16th Annual Operator Expo (MN Rural Water) August 20, 2025 DuFrane, Engebretson)
 - F. Clerks Advanced Academy- September 18-19, 2025 (Lammers)

Events:

 - A. Local Board of Review, April 10, 2023 Vergas Event Center Council Chambers, 1:00 pm (Mayor, Council and Lammers)
 - B. Household Hazardous Waste Day, Thursday, June 26, 2025 10:00 - 2:00
- 13. Adjournment**

Table of Contents

4. Approval of Consent Agenda	4
March Meeting	7
February	14
2025	19
2025	21
5. Energy - Building Assessment and Benchmarking Report	22
7. Vergas Community Club - Looney Days	23
8. Cannabis Business	25
Objective	29
Policy Statement	29
Scope	29
Statutory References	29
Section 100: GENERAL PROVISIONS	29
Section 150: DEFINITIONS	30
Section 200: REGISTRATION OF CANNABIS RETAIL BUSINESSES OR CANNABIS RETAIL ENDORSEMENT AND LOW-POTENCY RETAIL BUSINESSES	32
Section 300: REQUIREMENTS FOR CANNABIS RETAIL AND RETAIL ENDORSEMENT BUSINESS	35
Section 400: REQUIREMENTS FOR LOWER-POTENCY HEMP EDIBLE RETAIL BUSINESSES	36
Section 500: ANNUAL COMPLIANCE CHECKS	37
Section 600: TEMPORARY CANNABIS EVENTS	38
Section 700: USE IN PUBLIC PLACES	39
SECTION 800: ADOPTION/EFFECTIVE DATE	40
9. Committee Reports	41
Vergas EDA/HRA	48
Call to Order	48
Grant Applications	48
Sale of Lots	48
Vergas EDA/HRA	49
Call to Order	49
Agenda Additions and Deletions	49
Status of Recommendations to City Council	49
None.	49
Minutes	49
Financial Update	49
None.	49
Old Business	49
CEDA Update - Jordan Grossman	49
SBDC	49
Council Recommendations:	50
Forgive \$16,000 in assessments at 220 Eva Street.	50
Transfer up to \$10,000 to EDA/HRA for CEDA employee.	50
Follow up Actions	50
Lammers and Grossman to work on daycare opportunity.	50
Lammers contact the county regarding daycare at 220 Eva Street.	50
Lammers contact county regarding right of way on Pelican Avenue.	50

Table of Contents

10. Staff Reports	51
11. Mayor's Minute	56
12. Information & Announcements	59

City Council
2025 March Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Monday, March 10, 2025

4. Approval of Consent Agenda

- A. Council Minutes February 10
- B. Bills paid between Council meetings and Council bills
- C. Liquor Store bills for February 2025
- D. Late water/sewer bills
- E. 2025 Investment Schedule/Bond Schedule
- F. General Fund Special Revenue Money Market Account
- G. 2025 Statement of Receipts, Disbursements and Balances
- H. Committee Reports:
 - 1. Planning Commission
 - 2. Park Board
 - 3. Event Center

Files Attached

- 02.10.25 Council Minutes.pdf
- 03.2025 City Bill Listing.pdf
- 03.2025 Claims List for Approval.pdf
- 02.2025 Liquor Store Bill Listing.pdf
- 02.24.25 Planning Commission Minutes Draft.pdf
- 2025-02-25 Event Center Agenda Minutes.pdf
- 2025.02.27 Park Advisory Board Minutes.pdf
- 02.2025 General Fund_Special Revenue Money Market Account Report.pdf
- 03.2025 Investment Schedule & Bond Schedule.pdf

CITY OF VERGAS
COUNCIL MINUTES
VERGAS EVENTS CENTER & ZOOM
Monday, February 10, 2025

The City Council of Vergas met at 6:30 pm, on Monday, February 10, 2025 at the Vergas Event Center and on a Zoom for a hybrid regular council meeting with the following members present: Mayor Dwight Lundgren, Council Members: Bruce Albright, Paul Pinke, Dean Haarstick, and James Stenger. Absent: none. Also present: Clerk/Treasurer Julie Lammers; Utilities Superintendent Mike DuFrane; Liquor Store Manager Kyle Theisen; Attorney Tom Winters; Editor Bob Williams of the Frazee-Vergas Forum; West Center Initiative Representatives Ben Schierer and Griffen Peck; and Citizens Paul Sonnenberg, Ryan Weibye and his Attorney Jack.

Call to Order

Mayor Dwight Lundgren called the meeting to order.

Citizens' Concerns

Snowmobile trail was addressed. Snowmobilers are driving across lots in the new development by Glenn Street and on the wrong side of the road along Scharf. Lammers has spoken with the club, and they will be resigning the trail. DuFrane stated the fence along Townline Road is in the road right of way and would like to see it moved out of the right of way. Discussed the trail issue is an ongoing project, and we will need to continue to educate people.

Agenda Additions and Deletions

Motion by Albright, seconded by Pinke to approve the agenda with the following item added: Ryan Weibye, Lake Access and the following item removed: City Insurance. Motion passed unanimously.

Approval of Consent Agenda

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

- A. Council Minutes of January 10 and January 30, 2025
- B. Bills paid between Council meetings and Council bills totaling \$60,819.36.
- C. Liquor Store bills for January 2025 totaling 82,913.82.
- D. Late water/sewer bills
- E. 2025 Investment Schedule/Bond Schedule
- F. General Fund Special Revenue Money Market Account
- G. 2025 Statement of Receipts, Disbursements and Balances
- H. Committee Reports: Planning Commission, Municipal Building, Event Center and EDA/HRA
- I. Forms: Computer Use Policy and Social Media Policy

Motion passed unanimously.

West Central Initiative Energy

Griffen Peck, West Central Initiative provided a presentation regarding solar power on city buildings. The Vergas Event Center is the best investment for solar panels. Incentives include Otter Tail Power rebate, IRS credit and West Central Incentive Grant Gap. (The written report is available at the City Office). Motion by Albright, seconded by Pinke, to allow West Central Initiative to proceed with getting quotes for panels with Lake Country Service Co-op. Motion passed unanimously.

Ryan Weibye Lake Access

Ryan Weibye, owner of property at 1156 E Frazee Avenue stated he has no access to his property, but the past owner had permission to store his dock and drive down the trail twice a year to put his dock in. The trail and boardwalk was already in place when Weibye purchased the property. Weibye requested permission to drive motorized vehicles on the non-motorized trail. Albright reviewed the past discussions regarding the steps and the trail. Asking for a golf cart to bring elderly people and fuel for his boats along the trail. City Attorney Winters stated the city cannot enter into a written agreement to disobey the law. Weibye stated he has been charged with a misdemeanor for putting steps in the county right of way. Weibye stated the misdemeanor has been dropped for putting in the steps but asked the city for permission to have the steps from the city. Weibye's attorney requested access to his property. Weibye requested an easement be adjusted. Lundgren stated we cannot revise our easement without the county's approval. Weibye asked for permission for steps, permission to drive golf cart and vehicle on the trail. The council asked attorneys to bring an agreement to council to review. The council also asked Weibye to put in writing exactly what they want as it keeps changing. This property is owned by Otter Tail County and the City has a lease for the property. Winters will contact Otter Tail County regarding what they are requesting.

Park Board

Lammers reviewed the park advisory committee meeting held January 23, 2025 (minutes available at the Vergas City Clerks' Office). Motion by Albright, seconded by Stenger to approve allowing Vergas Community Club to put sponsorship banners on the baseball field fence. Motion passed unanimously. Motion by Albright, seconded by Pinke to approve Vergas Community Club to hold events on the ballfield excluding the infield for Looney Days, Hairy Man and Small Town Christmas with the understanding the conditions are favorable by DuFrane and Tony Sailer. Motion passed unanimously.

Streets

Albright reviewed streets/sidewalks/yard waste committee meeting held February 4, 2025 . (minutes available at the Vergas City Clerks' Office) Motion by Albright, seconded by Pinke to approve Widseth engineering (Blaine Green) to advertise for construction bids for alley/parking lot project. Motion passed unanimously. Motion by Albright, seconded by Stenger to transfer 2024 funds of \$500 to the city shop, \$1,500 for sidewalks and \$1,500 for recycling to be carried over to the money market account. Motion passed unanimously. The committee is still discussing dust control policy.

Staff Reports

Utilities Superintendent

Lundgren congratulated DuFrane on the certificate of recognition for drinking water from the MN Department of Health.

Clerk-Treasurer Report

Lammers provided written report.

Mayor's Minute

Lundgren has spoken with Frazee about working together with some items and he has brought this to the community club. Lundgren will be doing a Vergas history project and would like to have information others may have. Lundgren stated all employees are doing a good job and he does not have a problem with any of them. Lundgren is still looking at setting up a coffee with the Mayor at the coffee shop.

Information & Announcements

Trainings:

- A. MN Rural Water Conference – March 4-6, 2025 in St Cloud (DuFrane)
- B. MN Clerks and Finance Officers – March 17 -21, 2025 in Brooklyn Center (Lammers)
- C. Clerks Advanced Academy- September 18-19, 2025 (Lammers)
- D. LMC, Loss Control Workshop March 26 in Alexandria (DuFrane, Engebretson, Lammers)
- E. League of MN Cities Annual Conference June 25-27, 2025 in Duluth (Mayor, Council & Lammers)
- F. Municipal Beverage Association (MMBA) April 20-23, 2025 (Theisen) Alexandria Arrowwood
- G. 16th Annual Operator Expo (MN Rural Water) August 20, 2025 DuFrane, Engebretson)

Events:

- A. Local Board of Review, April 10, 2025 Vergas Event Center Council Chambers, 1:00 pm (Mayor, Council and Lammers)
- B. Household Hazardous Waste Day, Thursday, June 26, 2025 10:00 - 2:00

Adjournment

Motion by Albright, seconded by Stenger to adjourn the meeting. Motion passed unanimously. The business for which the meeting was called was completed, the meeting was adjourned at 7:50 pm.

Vergas Clerk-Treasurer
Julie Lammers, CMC

CITY OF VERGAS
 Bill Listing for Feb. 12 to March 7, 2025

VENDOR	DESCRIPTION	TOTAL
City of Vergas	Water and Sewer	62.05
City of Vergas	Payroll	
	General Fund	1,742.27
	Council	0.00
	Planning Commission	0.00
	Streets	3,392.92
	Yard Waste	400.91
	Parks	428.17
	Event	32.16
	Water	2,285.68
	Sewer	3,137.67
Internal Revenue Services	2025 Withholding Tax	3,368.52
Lake Region Electric	Sign, electricity	61.16
Marco Inc	Copier Lease	288.23
MN Dept. Revenue	2025 Withholding Tax	634.67
MN Revenue	Sales Tax	
	General Fund	28.00
	Water Fund	92.00
MN Pollution Control	WWTF, DuFrane Operator Certification	23.00
Olson Oil	Operating Supplies	331.88
Public Employees Retirement Assoc.	Payroll	2,202.96
Vergas Fire & Rescue	Fire, reimbursed training	756.00
Wallwork Truck Center	St, Light cam	135.06
Vergas State Bank	HAS Contribution	610.00
Total for bills paid between Council Meetings		<u>\$20,013.31</u>

Date Range : 2/8/2025 To 3/10/2025

<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>
03/10/2025	Anderson Pumping and Portables	WW, meter pumped at lift station, Beach, porta potty Inv# 44251, 44252, 43118	516275	\$639.21			
					602-49490-400-	Sewer Utilities - Administration and General	\$400.00
					100-45210-210-	Parks	\$239.21
03/10/2025	Arvig Communication Systems	All Depts, cameras, internet, phone Feb, March 2025	516276	\$890.06			
					609-49751-321-	Liquor Store - Manager - Off-Sale	\$248.54
					100-43010-321-	City Shop	\$136.90
					100-45110-321-	EVENT CENTER	\$170.80
					100-41010-321-	GENERAL GOVERNMENT	\$333.82
03/10/2025	Blue Cross Blue Shield of Minnesota	Employees Health Insurance Premium 2025	516277	\$4,164.29			
					100-41405-131-	Clerk	\$373.26
					601-49440-131-	Water Utilities - Administration and General	\$640.86
					602-49490-131-	Sewer Utilities - Administration and General	\$640.86
					100-43110-131-	Highways, Streets & Roadways	\$267.59
					100-45210-131-	Parks	\$267.59
					609-49751-131-	Liquor Store - Manager - Off-Sale	\$1,974.13
03/10/2025	Colonial Life	2025 Employee Reimbursed Insurance	516278	\$182.24			
					100-41405-999-	Clerk	\$58.12
					609-49751-999-	Liquor Store - Manager - Off-Sale	\$124.12
03/10/2025	Corporate Technologies, LLC	All Depts, Technology and Computer Inv #167391, 166360, 166980, 169021	516279	\$925.60			
					100-41010-200-	GENERAL GOVERNMENT	\$82.80
					609-49751-200-	Liquor Store - Manager - Off-Sale	\$39.60
					100-45110-200-	EVENT CENTER	\$42.20

Date Range : 2/8/2025 To 3/10/2025

<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>
					100-43110-200-	Highways, Streets & Roadways	\$42.20
					100-45210-200-	Parks	\$42.20
					601-49440-200-	Water Utilities - Administration and General	\$60.00
					602-49490-200-	Sewer Utilities - Administration and General	\$54.76
					100-41110-200-	Council/Town Board	\$60.00
					100-41310-200-	Mayor	\$15.00
					100-41405-400-	Clerk	\$162.28
					601-49440-400-	Water Utilities - Administration and General	\$162.28
					602-49490-400-	Sewer Utilities - Administration and General	\$162.28
03/10/2025	Dewey's Septic Service	Sewer, lift stations & manhole	516280	\$1,000.00			
					602-49490-300-	Sewer Utilities - Administration and General	\$1,000.00
03/10/2025	Michael DuFrane	St, Park, Sewer, Water, cell phone reimbursment, meal expenses at Rural Water	516281	\$116.08			
					601-49440-321-	Water Utilities - Administration and General	\$18.75
					601-49440-321-	Water Utilities - Administration and General	\$18.75
					100-43110-321-	Highways, Streets & Roadways	\$18.75
					100-45210-321-	Parks	\$18.75
					601-49440-330-	Water Utilities - Administration and General	\$41.08
03/10/2025	Matthew Engebretson	St, Pk, reimbursed cell phone	516282	\$25.00			
					100-43110-321-	Highways, Streets & Roadways	\$12.50
					100-45210-321-	Parks	\$12.50
03/10/2025	Elan Financial Services	Mayor, education GG, software Event, supplies	516283	\$730.74			
					100-41010-210-	GENERAL GOVERNMENT	\$75.19
					100-41310-330-	Mayor	\$594.78
					100-45110-210-	EVENT CENTER	\$60.77

Date Range : 2/8/2025 To 3/10/2025

<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>
03/10/2025	Frazee-Vergas Forum	Event, GG, legal ads	516284	\$240.60			
					100-41010-350-	GENERAL GOVERNMENT	\$185.60
					100-45110-340-	EVENT CENTER	\$55.00
03/10/2025	Forum Communications Company	EVENT, Ads	516285	\$239.00			
					100-45110-340-	EVENT CENTER	\$239.00
03/10/2025	Great Plains Natural Gas Company	City Shop, Event Center utility	516286	\$839.15			
					100-43010-380-	City Shop	\$332.25
					100-45110-380-	EVENT CENTER	\$506.90
03/10/2025	HOBART TOWNSHIP	2024 Town Line Road grading	516287	\$486.30			
					100-43110-400-	Highways, Streets & Roadways	\$486.30
03/10/2025	Hansons Plumbing & Heating, Inc.	Event, Sewer, Water, supplies	516288	\$313.96			
					601-49400-210-	Water Utilities - Source of Supply	\$3.44
					602-49490-210-	Sewer Utilities - Administration and General	\$74.44
					100-45110-210-	EVENT CENTER	\$236.08
03/10/2025	Karla Juven	Event, return deposit for March 1 rental	516289	\$75.00			
					100-45110-999-	EVENT CENTER	\$75.00
03/10/2025	Julie Lammers	Clerk, cell phone reimbursement	516290	\$75.00			
					100-41405-321-	Clerk	\$25.00
					601-49440-321-	Water Utilities - Administration and General	\$25.00
					602-49490-321-	Sewer Utilities - Administration and General	\$25.00
03/10/2025	Leighton Broadcasting	Event, 2025 advertising	516291	\$360.00			
					100-45110-340-	EVENT CENTER	\$360.00

Date Range : 2/8/2025 To 3/10/2025

<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>
03/10/2025	League of Minnesota Cities	LMC, Due, Safety Training, DuFrane, Engebretson Loss Control, Mayor, newly elected	516292	\$1,528.58			
					100-43110-331-	Highways, Streets & Roadways	\$20.00
					100-45210-331-	Parks	\$20.00
					100-42010-300-	PUBLIC SAFETY	\$545.58
					100-41310-331-	Mayor	\$350.00
					100-41010-345-	GENERAL GOVERNMENT	\$593.00
03/10/2025	Lakes Community Cooperative	Street, operating fuel	516293	\$71.32			
					100-43110-210-	Highways, Streets & Roadways	\$71.32
03/10/2025	Minnesota Life Insurance Company	Employee Life Ins, EmployeeLife Ins. 2025	516294	\$63.30			
					100-41405-131-	Clerk	\$3.00
					100-43110-131-	Highways, Streets & Roadways	\$3.00
					100-43110-999-	Highways, Streets & Roadways	\$20.50
					609-49751-999-	Liquor Store - Manager - Off-Sale	\$6.00
					609-49751-131-	Liquor Store - Manager - Off-Sale	\$27.80
					100-45210-131-	Parks	\$3.00
03/10/2025	MCFOA	Clerk, meeting expense Friday, April 11	516295	\$50.00			
					100-41405-345-	Clerk	\$50.00
03/10/2025	MINNESOTA DEPARTMENT OF HEALTH	Water, connection fee	516296	\$410.00			
					601-49440-438-	Water Utilities - Administration and General	\$410.00
03/10/2025	MENARDS - DETROIT LAKES	Shop, Air compressor Event, electric lever	516297	\$720.95			
					100-43010-999-	City Shop	\$570.96
					100-49440-210-	Water Utilities - Administration and General	\$149.99

Date Range : 2/8/2025 To 3/10/2025

<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>
03/10/2025	Olson Oil Co.	St, 2025 operating supplies	516298	\$480.39	100-43110-210-	Highways, Streets & Roadways	\$480.39
03/10/2025	Otter Tail County Highway Dept.	St, salt/sand (2025)	516299	\$837.64	100-43125-210-	Ice and Snow Removal	\$837.64
03/10/2025	Otter Tail Power Company	All depts, utility	516300	\$3,012.79	602-49490-380-	Sewer Utilities - Administration and General	\$234.79
					100-43160-380-	Street Lighting	\$601.52
					100-45110-380-	EVENT CENTER	\$181.05
					100-45210-380-	Parks	\$91.30
					601-49440-380-	Water Utilities - Administration and General	\$591.30
					100-41010-380-	GENERAL GOVERNMENT	\$667.95
					100-43010-380-	City Shop	\$101.85
					100-45210-380-	Parks	\$543.03
03/10/2025	Productive Alternatives, Inc.	Event Center, 2025 Cleaning Inv#INV 3075	516301	\$130.78	100-45110-300-	EVENT CENTER	\$130.78
03/10/2025	Soland Rock & Gravel	Streers, Class -5 (2024)	516302	\$270.00	100-43110-220-	Highways, Streets & Roadways	\$270.00
03/10/2025	Steve's Sanitation, Inc.	Event, Parks, garbage pickup	516303	\$418.96	100-45210-384-	Parks	\$307.58
					100-45110-384-	EVENT CENTER	\$111.38
03/10/2025	Kyle Theisen	LS, Cell Phone Reimbursement	516304	\$25.00	609-49751-321-	Liquor Store - Manager - Off-Sale	\$25.00
03/10/2025	Verizon	GG & Event, 2025 internet and cell phone	516305	\$54.97	100-45110-321-	EVENT CENTER	\$20.01
					100-41010-321-	GENERAL GOVERNMENT	\$34.96

Date Range : 2/8/2025 To 3/10/2025

<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>
03/10/2025	Vestis	Event, 2025 rugs and supplies (2520549597, 2520542076)	516306	\$254.56			
					100-45110-210-	EVENT CENTER	\$254.56
03/10/2025	Vergas Hardware	All Depts, supplies	516307	\$162.06			
					100-43110-210-	Highways, Streets & Roadways	\$121.09
					100-45110-210-	EVENT CENTER	\$5.49
					602-49490-210-	Sewer Utilities - Administration and General	\$6.49
					602-49490-210-	Sewer Utilities - Administration and General	\$28.99
03/10/2025	Widseth	Engineering;	516308	\$2,633.62			
					100-43110-303-	Highways, Streets & Roadways	\$2,633.62
Total For Selected Claims				\$22,427.15			\$22,427.15

Bruce E Albright	City Council/Town Board	Date
Dean Haarstick	City Council/Town Board	Date
James Stenger	City Council/Town Board	Date
Paul Pinke	City Council/Town Board	Date

City of Vergas Liquor Store Checks Paid in February 2025

Vendor	Description	Total
Artisan Beer Company		261.45
Arvig Communications	Security, phone	124.27
Bergseth Bros		4,986.20
Beverage Wholesalers		2,815.85
Blue Cross/Blue Shield	Employee Insurance	1,974.13
Breakthru Beverage MN Wine and Spirits		5,949.46
City of Vergas	Water/Sewer	63.66
City of Vergas	Payroll	5,340.78
Corporate Technologies	Computer Support	39.60
D-S Beverage		5,207.00
Elan Financial Services	Supplies	185.40
Fricke Consultin Sale	POS service fee	165.00
Great Plains Nat Gas	Utility	232.84
Internal Revenue Service	2025 Withholding Tax	1,616.13
Johnson Brothers Liquor Co		8,093.51
League of MN Cities	Workers Comp	1,009.00
Menards	supplies	16.87
Merchant Service	Credit Card Fees	903.42
MN Dept. of Revenue	Sales Tax	4,411.00
MN Dept. Revenue	2025 Withholding Tax	239.79
MN Life Insurance company	Employee Life Ins	42.00
PB Pey-Barker Fire & Safety	Fire extinguisher inspection	52.00
Perham Printing	Envelopes	88.70
Phillips Wine & Spirits		8,244.24
Public Employees Retirement Assoc.	Payroll	1,033.39
Southern Glazer's of MN		4,490.37
Theisen, Kyle	Cell phone reimbursement	25.00
Unwind Distribution		439.00
Vergas Community Club	Membership	100.00
Vergas State Bank	HSA	407.00
Viking Coca-Cola Bottling Co		260.80
Vinocopia		354.50
Vestis	Rugs	39.12
Wine Merchants		775.85
Total		<u>\$59,987.33</u>
February Receipts		<u>42,529.18</u>
	February Operating Income (Loss)	(17,458.15)
	January Operating Income (Loss)	(32,542.12)
2025 Total Operating Income (Loss)		<u>(50,000.27)</u>

City of Vergas Planning Commission Minutes
Monday, February 24, 2025
6:00pm
Government Services Building and Zoom

The City of Vergas Planning Commission meeting held a public hearing on Monday, February 24, 2025, in a hybrid Zoom meeting at the Vergas Government Services Building with the following members present: Alex Ohman, Bruce Albright, Jim Courneya, Rebecca Hasse, and Shane Hasse. Absent: none. Also present: Clerk-Treasurer Julie Lammers and Utilities Superintendent Mike DuFrane; citizens Tony Sager and Elliot Steinbrink.

Call to Order

Chairman Ohman called the meeting to order at 6:00pm.

Agenda Additions and Deletions

Motion by Albright, seconded by Courneya to approve the agenda as presented. Motion passed unanimously.

Minutes

Motion by Courneya, seconded by R. Hasse to approve minutes for January 27, 2025. Motion passed unanimously.

Status of Council Recommendations

No items were presented to the city council for recommendations.

Construction Permits

There are no construction permits needing approval.

New Business

No new business discussed.

Old Business

A. Zoning Map C-2 update. Discussed building plans for the development on the corner of Pelican Avenue and County Hwy 35. This will be a common interest community plat. Commissioners will bring proposed ideas on changing zoning map to next month's meeting.

B. Updated nuisance letter: Lammers provided letter, and commission requested the wording of 1st notice, 2nd notice, and final notice be added to the letter. The city office will begin using the new format.

C. Attached Accessory Structures. Ohman provided a sample ordinance and commission discussed and asked Lammers to have the City Attorney review the following: 151.21.F.1

(1) *Building requirements; attached garages*. No garage attached to the dwelling unit shall exceed 40% of the total area of the building.

Adjournment

Motion by R. Hasse, seconded by Courneya to adjourn at 6:50 pm. Motion passed unanimously.

Secretary,

Julie Lammers, CMC

Vergas City Clerk-Treasurer

Follow up actions:

Lammers have attorney review ordinance proposed.

Council Recommendations:

None.

CITY OF VERGAS
Event Center Advisory Minutes
Vergas Event Center & Zoom Teleconference
5:30 P.M. on Tuesday, February 25, 2025

The City of Vergas Event Center Advisory Committee was called to order by James Stenger on Tuesday, February 25, 2025, at 5:30 pm with the following members present: James Stenger, Deb Jacoby, Vanessa Perry and Robert Jacoby. Absent: Sarah Stone. Also present: Clerk-Treasurer Julie Lammers .

Approval of the Agenda

Following item added to the agenda: Sculpture.

Minutes

Motion by R. Jacoby, seconded by D. Jacoby to approve the minutes for November 26, 2024 and January 28, 2025. Motion carried unanimously.

Status of Recommendations to City Council

No items presented to the council.

Income and Expense

Lammers reviewed income and expenses provided for 2025 report.

Building Review

Reviewed kitchen window/door closure. Perry will look into and provide information. Jacoby has looked into garage door type closures, but they will not be soundproof. Griddle is working, knobs work on whatever setting they are set on.

Stenger and Lammers looked at the projector and it needs to be replaced. Stenger will look into options to replace. Stenger reviewed the sound system and will work with Lammers to replace old cables.

Committee "To-Do" List was discussed. Committee members will continue to look for items at the center needing to be done. Currently the maintenance staff is looking into placing the microphone on the ceiling and moving up the camera.

Lammers reviewed the energy information presented by WCI at the past council meeting. They are going out for bids on solar panels, and it will be 2026 before panels would be placed at the event center depending on the bid prices.

Sculpture

Perry questioned the committee regarding adding a sculpture to the front of the event center at no cost to the city. The committee felt this would be a good contribution and looks forward to hearing more regarding the sculpture.

Adjournment

Motion by D. Jacoby, seconded by R. Jacoby to adjourn the meeting at 6:35 pm. Motion passed unanimously.

Respectfully submitted,

Julie Lammers, CMC
Recording Secretary

Council Recommendations

None.

Follow up Actions

Perry will look into and provide information on window/door closures.

Stenger will look into options to replace the projector.

Perry will email Lammers comments from Facebook post and Lammers will provide to members.

CITY OF VERGAS
Park Board Advisory Board Minutes
Vergas Event Center & Zoom Teleconference
3:00 P.M. on Thursday, February 27, 2025

Call to Order

The City of Vergas Park Advisory Board was called to order by Sherri Hanson on Thursday, February 27, 2025 at 3:00 pm with the following members present: Sherri Hanson, Chuck Hanson, Tony Sailer, Maggie Puetz, Steph Hogan, Dean Haarstick, Mike DuFrane and Julie Lammers. Absent: none. Also present Dwight Lundgren.

Additions and Deletions of the Agenda

Motion by C. Hanson, seconded by Sailer to approve the agenda as presented.

Minutes

Motion by C. Hanson, seconded by Sailer to approve the minutes for January 23, 2024 with the correction of spelling for Sailer and Puetz. Motion carried unanimously.

Status of Recommendations to City Council

The City Council approved Vergas Community Club to install sponsorship banners on the baseball field fence for Looney Days, Hairy Man and Small Town Christmas to use ballfield weather permitting. DuFrane and Sailer will decide if the fields can be used.

Pickleball

No report provided.

Baseball Committee

The baseball committee met on February 26, 2025 and discussed the recognition sign. The first sign will recognize 4 people: Ole Peterson, Jerry Johnson, Dale Glawe and Harvey Sonnenberg. The other 4 recognized will have names submitted to the committee by the community and voted on by the members.

Criteria: Name and what they have done for Vergas Baseball Field.

Advertise: City Newsletter, Facebook (both City and Community Club pages) and Frazee-Vergas Forum.

Date names must be submitted by: May 1, 2025

Signs are a budgeted expense and once they are paid for the committee will be looking to purchase ag lime and black dirt. They already have grass seed.

Currently we do not know if Vergas will have a little league team. After some discussion it has been decided to advertise in the City Newsletter for anyone interested in coaching T-Ball and/or Little League here in Vergas. Lammers will put in the next newsletter. If anyone volunteers Lammers will email C. Hanson and Sailer, the contact information.

City Worker Update

DuFrane reported on the following:

Skating Rink: ice was scrapped.

Long Lake Park: bathhouse will be opened for the "Hook and Slice on Ice" event on Saturday March 1, 2025.

Budget

No report provided.

Other Business

None.

Next Meeting Date/Time

March 27, 2025 at 3:00 pm.

Adjournment

Motion by Sailer, seconded by Hogan to adjourn at 3:25 pm. Motion carried unanimously.

Respectfully submitted,

Julie Lammers, CMC
Recording Secretary

Council Recommendations

None.

Follow up Actions

S. Hanson to investigate Cross Country Skiing Trails.

S. Hanson to speak with Carpentier about pickle ball lessons.

Sailer to provide City Office with information regarding recognition names for signage for newsletter.

Lammers to put information in newsletter regarding a t-ball and/or Little League Coach.

Liquor Store/ 2019 Street Project/General Fund/Special Revenue Money Market Account

			2025	2025		02/28/2025
	2024 Balance	Interest	Interest	Purchased	2025 sold	Balance
Uncommitted Funds	115,586.18	0.00%	73.63	0.00	115,659.77	0.00
City Shop	8,132.17	1.36%	9.26	500.00	0.00	8,641.43
Easements	5,258.92	0.88%	5.99	0.00	0.00	5,264.91
Event Center	966.65	0.16%	0.66	0.00	0.00	967.31
Event Center Electronic Sign	10,103.96	\$0.02	11.52	0.00	0.00	10,115.48
General	14,632.42	2.45%	16.67	0.00	0.00	14,649.09
Park	35,849.15	6.00%	40.85	0.00	0.00	35,890.00
Sand Seal (Seal Coating)	13,098.34	2.19%	14.92	0.00	0.00	13,113.26
Sidewalk	15,037.80	2.52%	17.13	1,500.00	0.00	16,554.93
Street Improvements/Equipment	41,830.28	7.01%	47.66	0.00	0.00	41,877.94
Yard Waste	0.00	0.00%	0.00	1,500.00	0.00	1,500.00
Liquor Store	135,000.00	22.61%	183.06	0.00	0.00	135,183.06
2019 Street Project	201,559.92	33.76%	258.88	0.00	0.00	201,818.80
Balance	597,055.79	80.64%	\$299.89	\$3,500.00	\$115,659.77	485,576.21 ***

***Committed total should not drop below \$170,000 or be above \$290,000 at the end of the year.

Current Committed Total 148,574.35

City of Vergas Investments

	<u>Account Number</u>	<u>12/31/25 Purchase</u>	<u>Sold</u>	<u>Interest Earned</u>	<u>02/28/25</u>	<u>Interest Rate</u>	<u>Maturity Date</u>
General Fund	325657	260,495.85	0.00	0.00	165.94	148,574.35	0.75% MMDA
Street Debt Fund	325657	201,559.92	0.00	0.00	128.43	201,818.80	0.75% MMDA
Liquor Store Fund	325657	135,000.00	0.00	0.00	85.95	135,085.95	75.00% MMDA
Sewer Reserve	19753	27,978.18	0.00	0.00	0.00	27,978.18	3.50% 6/27/2025
Sewer and Water Debt Service	19759	38,473.23	0.00	0.00	0.00	38,473.23	2.50% 7/17/2025
Liquor Fund	20338	152,802.03	0.00	0.00	0.00	152,802.03	2.50% 12/14/2025
Totals		<u>816,309.21</u>	<u>0.00</u>	<u>0.00</u>	<u>380.32</u>	<u>816,689.53</u>	

City of Vergas Bond Schedule

Title	<u>Purchase Date</u>	<u>Beg. Balance</u>	<u>Interest Rate</u>	<u>Bank</u>	<u>Maturity Date</u>	<u>Balance 12/31/2024</u>	<u>Interest Paid in 2025</u>	<u>Balance 02/28/2025</u>	<u>Amount Paid in 2025</u>
Street Debt Service Fund									
General Obligation Improvement Refunding Bonds, Series 2015A	12/15/2015	\$299,000.00	2.42%	Vergas State Bank	2/1/27	90,000.00	1,192.50	61,000.00	29,000.00
General Obligation Improvement Refunding Bonds, Series 2019A (412)	6/11/2019	\$985,000.00	3.26%	Northland Trust Services, Inc	2/1/40	825,000.00	12,520.63	785,000.00	40,000.00
Taxable Lease, 2023	10/24/2023	\$230,000.00	5.90%	Vergas State Bank	2/1/39	230,000.00	7,122.50	224,000.00	6,000.00
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	108,000.00	1,080.00	<u>95,000.00</u>	<u>13,000.00</u>
Total		\$1,646,000.00				1,253,000.00		1,165,000.00	88,000.00

City Council
2025 March Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Monday, March 10, 2025

5. Energy - Building Assessment and Benchmarking Report

1. Daniel Handeen, University of Mn
2. Climate Resiliency Committee

City Council
2025 March Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Monday, March 10, 2025

7. Vergas Community Club - Looney Days

1. Road Closures

Files Attached

- 2025 Parade route.pdf

Parade route



Parade Route →

Line-up →

City Council
2025 March Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Monday, March 10, 2025

8. Cannabis Business

Files Attached

- Ordinance to Regulate Cannabis and Lower-Potency Hemp Edibles-DRAFT-10-08-2024.pdf

OTTER TAIL COUNTY – MINNESOTA
ORDINANCE TO REGULATE
CANNABIS and LOWER-POTENCY HEMP
BUSINESSES

DRAFT for Public Hearing

Adopted:

Revisions:

Original Effective:

OTTER TAIL
COUNTY - MINNESOTA

TABLE OF CONTENTS

Contents

Objective	4
Policy Statement	4
Scope	4
Statutory References	4
Section 100: GENERAL PROVISIONS	4
100.10 PURPOSE, INTENT AND STATUTORY AUTHORITY	4
100.15 Jurisdiction.....	5
100.20 Severability and Savings Clause.....	5
100.30 Enforcement	5
Section 150: DEFINITIONS	5
Section 200: REGISTRATION OF CANNABIS RETAIL BUSINESSES OR CANNABIS RETAIL ENDORSEMENT AND LOW-POTENCY RETAIL BUSINESSES	7
200.10 Registering of Cannabis Businesses and Lower-Potency Hemp Edible Retail Businesses	7
200.15 Compliance Checks Prior to Retail Registration	7
200.20 Registration and Application Procedures	8
Section 300: REQUIREMENTS FOR CANNABIS RETAIL AND RETAIL ENDORSEMENT BUSINESS.....	10
300.05 Age	10
300.10 Minimum Buffer Requirements.....	10
300.15 General Standards	11
300.20 Hours of Operation – Retail Sale	11
300.25 Advertising	11
300.30 Employees	11
Section 400: REQUIREMENTS FOR LOWER-POTENCY HEMP EDIBLE RETAIL BUSINESSES.....	11
400.10 Sale of Lower-Potency Hemp Edibles.....	11
400.30 Additional Standards	12
Section 500: ANNUAL COMPLIANCE CHECKS	12
Section 600: TEMPORARY CANNABIS EVENTS	13
600.10 Registration Required for Temporary Cannabis Events	13
600.15 Temporary Cannabis Event Standards	13
600.20 Application Submittal and Review.....	14
Section 700: USE IN PUBLIC PLACES.....	14
Section 710: Prohibited Acts	14

Section 720: Exceptions to Public Place or Place of Public Accommodation	15
SECTION 800: ADOPTION/EFFECTIVE DATE.....	15



Ordinance to Regulate Cannabis and Lower-Potency Hemp Edibles

Objective

To safeguard public health, safety, and community well-being through responsible regulation of retail or a retail operations endorsement of cannabis microbusiness, cannabis mezzobusiness, cannabis retailer, medical cannabis combination business, or lower-potency hemp edible retailer within Otter Tail County.

Policy Statement

This Ordinance is adopted by Board of Commissioners for the purpose of supporting the legal cannabis market while prioritizing the protection of public health, safety, and community well-being through the regulation of the sale and use of cannabis and cannabinoid derived products, including low-potency hemp businesses within Otter Tail County. This ordinance aims to ensure that regulations governing cannabis mitigate potential health risks, prevent youth access, enhance public safety, and encourage responsible retailing practices.

Scope

Applies to all individuals, businesses, and entities involved in the sale, distribution, cultivation, possession, and consumption of cannabis and cannabinoid-derived products within Otter Tail County, excluding cities or townships that have enacted their own ordinances governing these activities.

Statutory References

Minnesota Chapter 342 Cannabis
Minnesota Chapter 145A Community Health Boards
Minn. Stat. §151.72 Sale of Certain Cannabinoid Products

The Board of Commissioners of Otter Tail County, Minnesota, hereby ordains:

SECTION 100: GENERAL PROVISIONS

100.10 PURPOSE, INTENT AND STATUTORY AUTHORITY

The purpose of this ordinance is to regulate the sale and use of cannabis and cannabis derived products, including lower-potency hemp edibles, within Otter Tail County by implementing the provisions of Minnesota Statutes, Chapter 342 to protect the public health, safety, welfare of Otter Tail County residents by regulating cannabis businesses within the legal boundaries of Otter Tail County.

Otter Tail County has the authority to adopt this ordinance pursuant to:

1. Minn. Stat. §§145.04 and 145.05 regarding the general authority for the regulation of actual and potential threats to public health.
2. Minn. Stat. §342.13(c), regarding the authority of a local unit of government to adopt reasonable restrictions of the time, place, and manner of the operation of a cannabis business provided that such restrictions do not prohibit the establishment or operation of cannabis businesses;

3. Minn. Stat. §342.22, regarding the local registration and enforcement requirements of state-licensed cannabis retail businesses and lower-potency hemp edible retail businesses; and
4. Minn. Stat. §§144,417, Subd. 4(a) and 152.0263, Subd. 5, regarding the use of cannabis in public places.

100.15 JURISDICTION

The registration requirements of this ordinance in Section 200 for cannabis retail or retail endorsement businesses, or lower-potency hemp edible retail businesses applies to the unorganized territory of Otter Tail County and in any city or township located in Otter Tail County that does not register and regulate retail sales of cannabis or lower-potency hemp edibles. All other sections and provisions of this ordinance apply throughout Otter Tail County unless otherwise specified.

100.20 SEVERABILITY AND SAVINGS CLAUSE

If any section, clause, provision, or portion of this ordinance is declared unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected thereby.

100.30 ENFORCEMENT

The Otter Tail County Administrator and designated staff are responsible for the administration and enforcement of this ordinance. Any violation of the provisions of this ordinance or failure to comply with any of its requirements constitutes a misdemeanor and is punishable as defined by law. Violations of this ordinance can occur regardless of whether or not a permit is required for a regulated activity listed in this ordinance.

SECTION 150: DEFINITIONS

Unless otherwise noticed in this section, words and phrases contained in Minn. Stat. §342.01 and the rules promulgated pursuant to any of these acts shall have the same meanings in this ordinance.

1. **Cannabis Cultivation:** A cannabis business licensed to grow cannabis plants within the approved amount of space from seed or immature plant to mature plant, harvest cannabis flower from mature plant, package and label immature plants and seedlings and cannabis flower for sale to other cannabis businesses, transport cannabis flower to a cannabis manufacturer located on the same premises, and perform other actions approved by the office.
2. **Cannabis Retail Businesses:** A retail location and the retail location(s) of a mezzobusiness with a retail operations endorsement, microbusinesses with a retail operations endorsement, medical combination businesses operating a retail location, and lower-potency hemp edible retailers.
3. **Cannabis Retailer:** Any person, partnership, firm, corporation, or association, foreign or domestic, selling cannabis product to a consumer and not for the purpose of resale in any form.
4. **Edible Cannabis Product:** Any product that is intended to be eaten or consumed as a beverage by humans; contains a cannabinoid other than artificially derived cannabinoid in combination with food ingredients; is not a drug; and is a type of product approved for sale by OCM, or is substantially similar to a product approved by the office including but not limited to products that resemble nonalcohol beverages, candy, and baked goods. Edible cannabis product does not include lower-potency hemp edibles.

5. **Daycare:** A location licensed with the Minnesota Department of Human Services to provide the care of a child in a residence outside the child's own home for gain or otherwise, on a regular basis, for any part of a 24-hour day.
6. **Lower-Potency Hemp Edible:**
 - A. A product that:
 - 1) Is intended to be eaten or consumed as a beverage by humans;
 - 2) Contains hemp concentrate or an artificially derived cannabinoid, in combination with food ingredients;
 - 3) Is not a drug;
 - 4) Does not contain a cannabinoid derived from cannabis plants or cannabis flower;
 - 5) Is a type of product approved for sale by OCM or is substantially similar to a product approved by OCM, including but not limited to products that resemble nonalcoholic beverages, candy, and baked goods; and
 - 6) Meets either of the requirements as set forth below in paragraph b.
 - B. A lower-potency hemp edible includes:
 - 1) A product that:
 - a) Consists of servings that contain no more than five milligrams of delta-9 tetrahydrocannabinol; no more than 25 milligrams of cannabidiol, cannabigerol, cannabinol, or cannabichromene; any other cannabinoid authorized by OCM; or any combination of those cannabinoids that does not exceed the identified amounts;
 - b) Does not contain more than a combined total of 0.5 milligrams of all other cannabinoids per serving; and
 - c) Does not contain artificially derived cannabinoid other than delta-9 tetrahydrocannabinol, except that a product may include artificially derived cannabinoids created during the process of creating the delta-9 tetrahydrocannabinol and the ratio of delta-1 tetrahydrocannabinol to all other artificially derived cannabinoids is no less than 20 to one; or
 - 2) A product that:
 - a) Contains hemp concentrate processed or refined without increasing the percentage of targeted cannabinoids or altering the ratio of cannabinoids in the extracts or resins of a hemp plant or hemp plant parts beyond the variability generally recognized for the method used for processing or refining or by an amount needed to reduce the total THC in the hemp concentrate; and
 5. Consists of servings that contain no more than five milligrams of total THC.
7. **Lower-Potency Hemp Edible Retailer:** A business with a license or endorsement to sell lower-potency hemp edible products to the public from the Office of Cannabis Management.
8. **Office of Cannabis Management:** Minnesota Office of Cannabis Management, referred to as "OCM" in this ordinance.

9. **Place of Public Accommodation:** A business, accommodation, refreshment, entertainment, recreation, or transportation facility of any kind, whether licensed or not, whose goods, services, facilities, privileges, advantages or accommodations are extended, offered, sold, or otherwise made available to the public.
10. **Preliminary License Approval:** OCM pre-approval for a cannabis license for applicants who qualify under Minn. Stat. §342.17.
11. **Public Place:** A public park, trail, public street, or sidewalk; any enclosed, indoor area used by the general public, including, but not limited to, restaurants; bars; any other food or liquor establishment; hospitals; nursing homes; auditoriums; arenas; gyms; meeting rooms; common areas of rental apartment buildings; and other places of public accommodation. For purposes of this ordinance, public place includes designated outdoor areas where establishments may allow smoking and vape use.
12. **Residential Treatment Facility:** As defined pursuant to Minn. Stat. §245.462, Subd. 23.
13. **Retail Registration:** An approved registration issued by Otter Tail County to a state-licensed cannabis retail business.
14. **School:** A public school as defined under Minn. Stat. §120A.05 or a nonpublic school that must meet the reporting requirements under Minn. Stat. §120A.04.
15. **State License:** An approved license issued by the State of Minnesota's Office of Cannabis Management to a cannabis retail business.

SECTION 200: REGISTRATION OF CANNABIS RETAIL BUSINESSES OR CANNABIS RETAIL ENDORSEMENT AND LOW-POTENCY RETAIL BUSINESSES

200.10 REGISTERING OF CANNABIS BUSINESSES AND LOWER-POTENCY HEMP EDIBLE RETAIL BUSINESSES

- A. No individual or entity may operate a state-licensed cannabis retail business, retail endorsement or lower-potency hemp edible business within Otter Tail County without first registering with Otter Tail County.
- B. Otter Tail County only accepts an application for an individual or entity from the OCM for retail registration.
- C. An individual or entity that has a retail registration in Otter Tail County must be in compliance with all applicable provisions of Chapter 342.
- D. Any state-licensed cannabis retail or lower-potency hemp edible business that sells to a customer or patient without valid retail registration shall incur a civil penalty of up to \$2,000 for each violation.

200.15 COMPLIANCE CHECKS PRIOR TO RETAIL REGISTRATION

- A. Prior to issuance of a cannabis or lower-potency hemp edible retail registration, Otter Tail County may conduct a preliminary compliance check to ensure compliance with local ordinances.
- B. Pursuant to Minn. Stat. §342.13, within 30 days of receiving a copy of a state license application from OCM, Otter Tail County Administration or its designee shall certify on a form provided by OCM

whether a proposed cannabis retail business complies with local ordinances and, if applicable, whether the proposed business complies with the state fire code and building code.

200.20 REGISTRATION AND APPLICATION PROCEDURES

An applicant will submit an application to the OCM and after it has received preliminary approval, the application will be forwarded to Otter Tail County for to meet the retail registration requirements.

A. Fees

1. Otter Tail County shall not charge an application fee.
2. A registration fee, as established in Otter Tail County's Fee Schedule, shall be charged to applicants depending on the type of retail business license applied for.
3. An initial registration fee shall not exceed \$500 or half the amount of an initial state license fee under Minn. Stat. §342.11, whichever is less. The initial registration fee shall include the initial retail registration fee and the first annual renewal fee.
4. Any renewal retail registration fee imposed by Otter Tail County shall be charged at the time of the second renewal and each subsequent renewal thereafter. A renewal registration will occur simultaneously with the state renewal through OCM.
5. A renewal retail registration fee shall not exceed \$1,000 or half the amount of a renewal state license fee under Minn. Stat. §342.11, whichever is less.
6. A medical combination business operating an adult-use retail location may only be charged a single registration fee, not to exceed the lesser of a single retail registration fee, defined under this section, of the adult-use retail businesses.
7. No registration will be issued under this ordinance until the appropriate registration fees are paid in full.

B. Application Submittal

Otter Tail County shall issue a retail registration to a state-licensed cannabis retail business that adheres to the requirements of Minn. Stat. §342.22.

1. An applicant for a retail registration shall fill out an application form, as provided by the Otter Tail County Administration or its designee. The form may include:
 - a. Full name of the property owner and applicant;
 - b. Address, email address, and telephone number of the applicant;
 - c. The address and parcel ID number for the property which the retail registration is sought; and
 - d. Certification that the applicant complies with the requirements of local ordinances established pursuant to Minn. Stat. §342.13.
2. The applicant shall include with the form:

- a. The application fee as required in Section 200.20(A); and
 - b. A copy of a valid state license or written notice of OCM license preapproval.
3. Once an application is considered complete, the Otter Tail County Administration or its designee shall inform the applicant as such, process the application fees, and present the application to the Board of Commissioners for approval or denial.
 4. The application fee shall be non-refundable once processed.

C. Application Approval

1. A state-licensed cannabis retail business application may not be approved if the cannabis retail business would exceed the maximum number of registered cannabis retail businesses permitted under Section 200,H.
2. A state-licensed cannabis retail business or lower-potency hemp edible business application shall not be approved or renewed if the applicant is unable to meet the requirements of this ordinance.
3. A state-licensed cannabis retail business application that meets the requirements of this ordinance shall be approved so long as approving does not exceed the maximum number of allowable cannabis retail businesses.
4. A state-licensed cannabis retail business or retail endorsement business application or lower-potency hemp edible business application shall not be approved if the property taxes and assessments are not current at the retail location.

D. Location Change

A state-licensed cannabis retail or retail endorsement business or lower-potency hemp edible business shall be required to submit a new application for registration under this section if it seeks to move to a new location still within the legal boundaries of Otter Tail County.

E. Renewal of Registration

1. Otter Tail County shall renew an annual registration of a state-licensed cannabis retail or retail endorsement business or lower-potency hemp edible business at the same time OCM renews the cannabis retail business' license.
2. A state-licensed cannabis retail or retail endorsement business or lower-potency hemp edible business shall apply to renew registration on a form established by Otter Tail County.
3. A cannabis retail or retail endorsement registration or lower-potency hemp edible business registration issued under this ordinance shall not be transferred.
4. A renewal of registration shall comply with this ordinance.

F. Suspension of Registration

1. Otter Tail County may suspend a cannabis retail business's registration if it violates the

ordinance of Otter Tail County or poses an immediate threat to the health or safety of the public. Otter Tail County shall immediately notify the cannabis retail business in writing the grounds for suspension.

2. If a cannabis retail business registration is suspended, Otter Tail County shall immediately notify the OCM in writing of the grounds for the suspension. OCM will provide Otter Tail County and cannabis business retailer a response to the complaint within seven calendar days and perform any necessary inspections within 30 calendar days.
3. The suspension of a cannabis retail business registration may be for up to 30 calendar days, unless OCM suspends the license for a longer period. The business may not make sales to customers if their registration is suspended.
4. Otter Tail County may reinstate a registration if it determines that the violations have been resolved.
5. Otter Tail County shall reinstate a registration if OCM determines that the violations have been resolved.

G. Civil Penalties

Subject to Minn. Stat. §342.22, Subd. 5(e), Otter Tail County may impose a civil penalty as specified in the county's Fee Schedule, for registration violations, not to exceed \$2,000.

H. Limiting Registrations

If Otter Tail County has one active cannabis retail business or cannabis retail endorsement registration for every 12,500 residents, Otter Tail County shall not be required to register additional state-licensed cannabis retail businesses.

SECTION 300: REQUIREMENTS FOR CANNABIS RETAIL AND RETAIL ENDORSEMENT BUSINESS

300.05 AGE

- A. A cannabis business may not permit an individual under 21 years of age to enter the business premises other than entry by a person enrolled in the registry program.
- B. A cannabis business may not sell or give cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products to an individual under 21 years of age unless the individual is enrolled in the registry program and the cannabis business holds a medical cannabis retail endorsement.

300.10 MINIMUM BUFFER REQUIREMENTS

- A. Otter Tail County prohibits the operation of a cannabis business within 1,000 feet of any educational institution or public or private elementary, middle junior high, high school or college.
- B. Otter Tail County prohibits the operation of a cannabis business within 500 feet of a daycare.
- C. Otter Tail County prohibits the operation of a cannabis business within 500 feet of a residential treatment facility, group home for developmentally disabled, halfway house or correctional facility.

- D. Otter Tail County prohibits the operation of a cannabis business within 500 feet of an attraction within a public state, county or city park or trail that is regularly used by minors, including a playground, lake public access, or athletic field.
- E. Otter Tail County prohibits the operation of a cannabis retail business within 500 feet of another cannabis business.

300.15 GENERAL STANDARDS

A cannabis business licensed to cultivate, manufacture, wholesale, and retail sale are subject to the general requirements of Minn. Stat. §§342.23 – 342.27, including but not limited to the following:

- A. Maintain ventilation and filtration systems to meet the requirements for odor control in accordance with Minn. Stat. §342.24, Subd. 4.
- B. Maintain and follow a security plan in accordance with Minn. Stat. §342.24, Subd. 6.
- C. Solid Waste: A plan to destroy all cannabis plant material and cannabis byproduct to render it unusable. Waste material must be stored in a secure location.

300.20 HOURS OF OPERATION – RETAIL SALE

Cannabis businesses are limited to retail sale of cannabis, flower products, lower-potency hemp edibles or hemp-derived consumer products between the hours of 10:00 a.m. and 9:00 p.m., seven days a week.

300.25 ADVERTISING

Outdoor advertising is prohibited with the exception that cannabis businesses are permitted to erect up to two fixed signs on the exterior of the building or property of the business. Advertising must be compliant with Minn. Stat. §342.64.

300.30 EMPLOYEES

- A. The employees of cannabis retail or retail endorsement businesses must comply with Minn. Stat. §342.151 including undergoing a criminal history check.
- B. A cannabis retail or retail endorsement business may not employ an individual under 21 years of age and may not contract with an individual under 21 years of age if the individual's scope of work involves the handling of cannabis plants, cannabis flower, artificially derived cannabinoids, or cannabinoid products.

SECTION 400: REQUIREMENTS FOR LOWER-POTENCY HEMP EDIBLE RETAIL BUSINESSES

400.10 SALE OF LOWER-POTENCY HEMP EDIBLES

- A. A retail lower-potency hemp edible business must have obtained a license or retail endorsement from the Office of Cannabis Management.
- B. The sale of lower-potency hemp edible products is permitted, subject to the conditions within this Section. A lower-potency hemp edible retail business must be registered with the County as set forth in Section 200 to sell lower-potency hemp edible products.
- C. No registration will be issued under this ordinance until the appropriate registration fees are paid in full, established and amended pursuant to Minn. Stat. §342.22, Subd. 2.

400.30 ADDITIONAL STANDARDS

- A. Sales within a Municipal Liquor Store: The sale of lower-potency hemp edible products is permitted in a Municipal Liquor Store.
- B. Age Requirements for sale of lower-potency hemp edible products:
 - 1. A lower-potency hemp edible business may only sell lower-potency hemp edibles to individuals who are at least 21 years of age.
 - 2. Prior to initiating a sale, an employee of the lower-potency hemp edible business must verify that the customer is at least 21 years of age.
- C. The sale of Low-Potency Edibles is permitted only in places that admit persons 21 years of age and older.
- D. Lower-potency hemp edible beverages can be sold for on-site consumption only at brew pubs, hotels, and restaurants as defined in Minn. Stat. §340A.101, so long as the business is registered with the County.

SECTION 500: ANNUAL COMPLIANCE CHECKS

- A. Otter Tail County Department of Public Health shall complete at a minimum one compliance check per calendar year of every cannabis retail business, cannabis retail endorsement business, and lower-potency hemp edible product retail business to assess if the business meets age verification requirements as required under Minn. Stat. §§342.22, Subd. 4(b) and 342.24.
- B. Age verification compliance checks shall involve persons at least 17 years of age but under the age of 21 who, with the prior written consent of a parent or guardian if the person is under the age of 18, attempt to purchase adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, or hemp-derived consumer products under the direct supervision of a law enforcement or an employee of the local unit of government.
- C. Any failures to comply with this section must be reported to the OCM.
- D. Penalties and Procedures: Any cannabis retail business, cannabis retail endorsement business, and lower-potency hemp edible product retail business is subject to civil penalties if non-compliant.
 - 1. Administrative Penalties: If a registrant or employee of a registrant violates provisions of this Ordinance, the registrant shall be charged an administrative penalty under Minn. Stat. §461.2, Subd. 2.
 - 2. Citation: Upon discovery of a suspected violation, the alleged violator shall be issued, either personally or by mail, a citation that sets forth the alleged violation and which shall inform the alleged violator of his or her right to be heard on the accusation. The person may either admit to the violation by paying the administrative fee or may request a hearing.
 - 3. Hearing Procedure: If a person accused of violating this Ordinance requests a hearing to the County Administrator, a hearing shall be scheduled before the Otter Tail County Board of Commissioners and shall be open to the public.

- a. Notice: A person accused of violating the Ordinance shall be given notice of the hearing. The notice shall include a statement of the time, place and nature of the hearing, and a reference to the section of the Ordinance involved.
- b. Conduct of the Hearing: The accused may be represented by counsel. The County shall present evidence. All testimony shall be sworn under oath. All parties shall have full opportunity to respond and present evidence, cross-examine witnesses and present argument.
- c. Burden of Proof: The County shall have the burden of proving a violation of the Ordinance by a preponderance of evidence, and all findings of fact, conclusions and decision by the County Board shall be based on evidence presented and matters officially noticed.
- d. Evidence: All evidence which possesses probative value, including hearsay, may be admitted if it is the type of evidence which prudent persons are accustomed to relying in the conduct of their serious affairs. Evidence that is incompetent, irrelevant, immaterial, or unduly repetitious may be excluded. The hearing shall be confined to matters raised in the written notice of the warning.
- 4. Decision: Following the hearing, the County Board shall make written findings, and if a violation is found to have occurred, shall impose the administrative penalties outlined in this Ordinance. A copy of the Findings and Order shall be provided to the person accused.
- 5. Appeals: Appeals of any decision made by the County Board shall be filed in the District Court.
- E. Defense: It shall be an affirmative defense to the violation of this Ordinance for a person to have reasonably relied on proof of age as described by state law.

SECTION 600: TEMPORARY CANNABIS EVENTS

600.10 REGISTRATION REQUIRED FOR TEMPORARY CANNABIS EVENTS

- A. Prior to holding a cannabis event within Otter Tail County, the event must have a cannabis event organizer license to organize a cannabis event lasting no more than four days. The cannabis event organizer license must be issued by OCM and the cannabis event must also be registered with Otter Tail County.
- B. A cannabis event is allowed within Otter Tail County provided all provisions of Minn. Stat. §342.40 are followed in addition to requirements under this ordinance.
- C. Cannabis event sales can include products as authorized and amended under Minn. Stat. §342.40, Subd. 7.
- D. Registration Required: A registration is required to be issued and approved by Otter Tail County prior to holding a Temporary Cannabis Event.
- E. Registration and Application Procedure: A registration fee, as established in Otter Tail County's Fee Schedule, shall be charged to applicants for Temporary Cannabis Events.
- F. A cannabis event registration may be denied if there are public health, safety or welfare concerns.

600.15 TEMPORARY CANNABIS EVENT STANDARDS

- A. A temporary cannabis event is limited to individuals that are at least 21 years of age.
- B. The cannabis event must meet the minimum buffering requirements in Section 300.10.
- C. The cannabis event cannot be held on public property and can only be held within the hours of 10:00 am and 9:00 pm on each day.
- D. The cannabis event cannot exceed four-days, and the registration may be revoked at any time if deemed not to conform with statutory requirements.
- E. A cannabis event may designate an area for consumption of adult-use flower, adult-use cannabis products, lower-potency hemp edibles, hemp-derived products, or any combination of those items provided that the event and area of consumption is restricted to individuals at least 21 years of age.

600.20 APPLICATION SUBMITTAL AND REVIEW

- F. An applicant for a retail registration shall fill out an application form, as provided by (*Department*). The form shall include:
 - 1. Full name of the property owner and applicant;
 - 2. Address, email address, and telephone number of the applicant;
 - 3. Identified retail area as designated within the premises diagram; and
 - 4. Dates (not to exceed four days) and hours (not to be outside of 10:00 am – 9:00 pm on each day) of the event.
- B. The applicant shall include with the form:
 - 1. The registration fee as required in Section 200.
 - 2. A copy of the OCM cannabis event license application, submitted pursuant to Minn. Stat. §342.39, Subd. 2.
 - 3. The application shall be submitted to Otter Tail County Administration, or other designee for review. If the county determines that a submitted application is incomplete, they shall return the application to the applicant with notice of deficiencies.
- C. Once the application is considered complete, the designee shall inform the applicant as such, process the application fees, and present the application to Board of Commissioners for approval or denial.
- D. The application fee shall be non-refundable once processed.
- E. The application for a permit for a Temporary Cannabis Event shall meet standards as set forth in Section 300.

SECTION 700: USE IN PUBLIC PLACES

SECTION 710: PROHIBITED ACTS

No person shall use cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in a public place, or a place of public accommodation unless the premises is an establishment or an event licensed to permit on-site consumption of adult-use. This prohibition extends to any method of use including the smoking or vaping of cannabis or hemp-derived products.

SECTION 720: EXCEPTIONS TO PUBLIC PLACE OR PLACE OF PUBLIC ACCOMMODATION

A public place or place of public accommodation does not include the following:

- A. A private residence, including the individual's curtilage or yard;
- B. A private property, not generally accessible by the public, unless the individual is explicitly prohibited from consuming cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products on the property by the owner of the property; or
- C. On the premises of an establishment or event licensed to permit on-site consumption.

SECTION 800: ADOPTION/EFFECTIVE DATE

The regulations contained in this Ordinance shall become effective upon the passage by the County Board and publication according to law.

ADOPTED by the Otter Tail County Board of Commissioners on ** with an effective date of **.

(Resolution)

OTTER TAIL
COUNTY - MINNESOTA

City Council
2025 March Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Monday, March 10, 2025

9. Committee Reports

A. Municipal Building Committee
B. Water and Sewer Committee
C. EDA/HRA

Files Attached

- 03-03-2025 Liquor Store Municipal Buildings License Committee meeting.pdf
- Liquor Store proposed design.pdf
- LS Summers Construction Estimate 1204 (1).pdf
- 03.03.2025 Water Sewer Committee.pdf
- 02.26.2025 EDA_HRA Agenda Minutes.pdf
- 03.05.2025 EDA.HRA Agenda Minutes.pdf

City of Vergas
Liquor Store, Municipal Buildings, License Committee Meeting

The Liquor Store/Municipal Building/License Committee was called to order on Monday, March 3, 2025 at 04:00 pm at 131 Main Street at the Liquor Store Manager's Office. Present were Council Members James Stenger and Dean Haarstick; Liquor Store Manager Kyle Theisen, and Clerk-Treasurer Julie Lammers. Absent: none. Also Present: Joy Deilke of Summers Construction.

Additions and Deletions:

None.

Municipal Building

Liquor Store Front

Reviewed changing the liquor store frontage to a sitting area. Joy Deilke discussed 3D plans of front of building. The Committee would like to finalize and have a public hearing in March or April to be able to start the project in either late April or early May.

Concerns discussed:

Time frame of work: approximately 2 weeks.

How long would the front entrance be unusable.

Difference in cost with stamped concrete vs. poured.

Pat Shannon art piece.

The committee recommends put in roof and sitting area instead of replacing the vinyl awnings. Committee requests the Council have a public meeting to discuss sitting area with Vergas residents.

Adjournment

The meeting adjourned at 5:10 pm.

Recorded by,
Julie Lammers CMC
City Clerk-Treasurer

Council Recommendations:

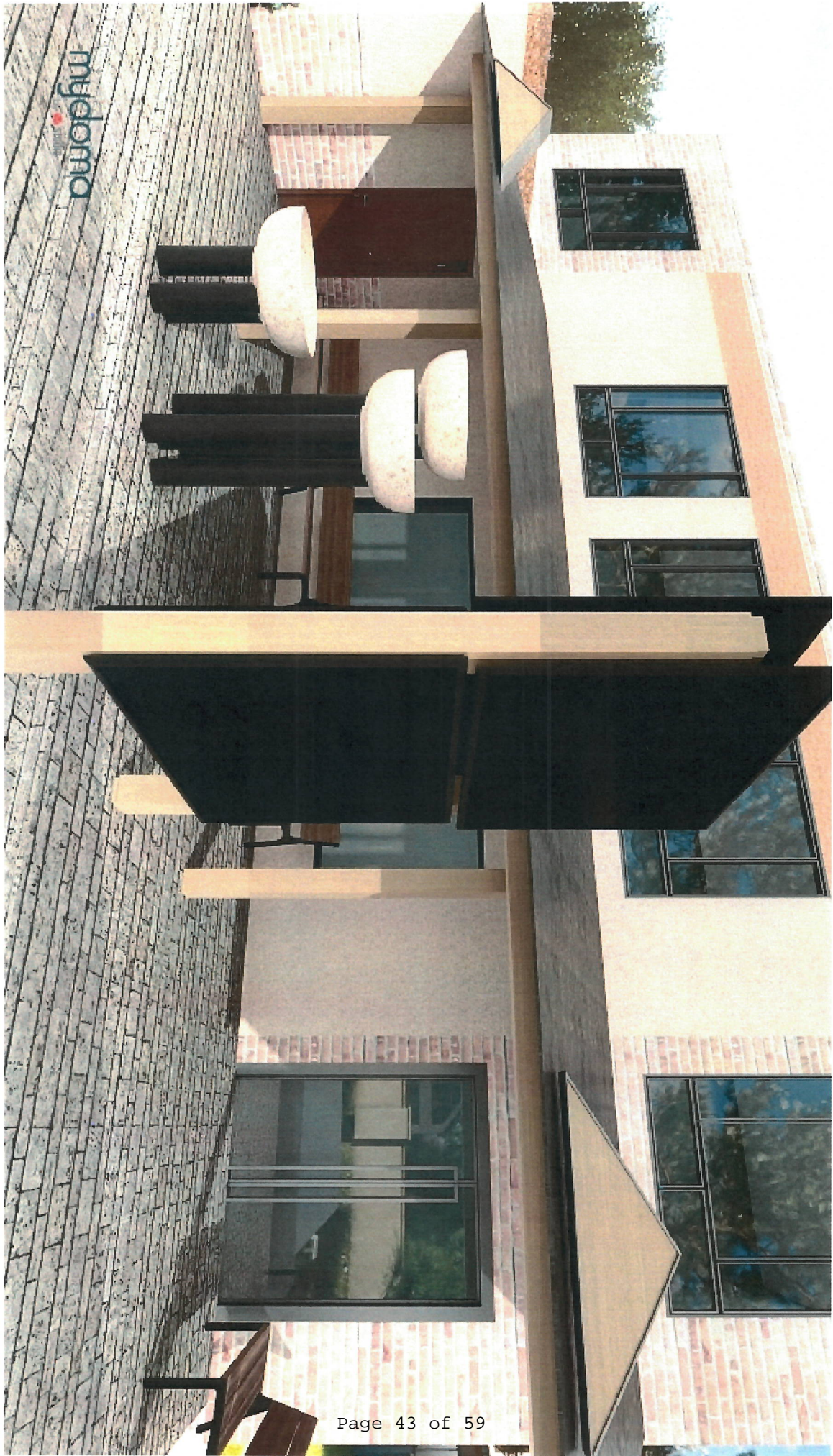
To approve proposed sitting area in front of municipal building.

Schedule public comment meeting regarding sitting area.

Follow Up Actions:

Theisen to prepare power point presentation.

Joy Deilke provides final cost estimates, including electric, cement and roof and updated 3D drawing.







Water Sewer Committee Meeting

The Vergas Water/Sewer Committee met at the Vergas Government Services Center on Monday, March 3, 2025 at 9:00 am with the following members present: Dean Haarstick and Dwight Lundgren, Utilities Superintendent Mike DuFrane and Clerk- Treasurer Julie Lammers; Engineers Blaine Green, and Matthew Delahunt, Widseth Engineering.

Call to Order

Lammers called the meeting to order at 9:07 am.

Additions and Deletions

None

New Service Line -Pelican Avenue

Discussed the cost to add water and sewer lines out to Bennet Road and to the unmaintained road coming off of Pelican Avenue. Greene stated he could get the costs done for less than \$1,000. The committee asked him to provide them with estimates.

Lead Copper Lines

Greene updated the committee regarding lead and copper lines and explained Widseth will be able to complete the project with a grant from MN MDH (MN Department of Health). The committee stated the importance of having the city (Lammers and DuFrane) be able to review the information before they provide it to the state. The committee recommended to the Council to apply for a grant and hire Widseth to complete the lead and copper line information to the state.

Lift Station

The lift station of Scharf had frozen up and the plumbing was blown out during jetting. DuFrane is contacting companies on quotes to repair.

Options discussed:

Build shed over manhole to heat the force main.

Heat has made the plastic brittle and heat tape compromises the integrity of the pipe.

Install force main with dirt and insulation.

May need to add a catch basin as pond overflows in wet years.

MPCA Compliance Officer Kevin Peterson stated this is a maintenance item and no engineering needs to be done. Haarstick recommended DuFrane bring cost to the April council meeting.

2025 Projects

Sewer Projects

The following lift stations:

The main sewer pump will need to be replaced soon.

The lift station on County Road 4 and 60 has been hit a couple of times and will at some point need to be replaced.

The lift station on Scarf as discussed earlier.

Water Projects

Discussed catch basin at Vergas Hardware. They have an ice buildup from the water coming off their building. Discussed how they could get their water to the catch basin with a pipe either inside the building or along the building and then out to the catch basin. Lundgren will speak to Steve and Brad Huddleston regarding the issue.

The fence around the water treatment plant has been put on hold as the MPCA grant has been removed for this spring, hopefully we will be able to apply in the fall.

DuFrane stated he knew of no other projects in 2025.

Adjournment

The meeting was adjourned at 11:00 am.

Julie Lammers, CMC
City Clerk-Treasurer
City of Vergas

Recommendations to Council:

Approve applying for grant to complete project of copper and lead lines.

Follow up actions:

Greene to provide Lammers with lead copper lines information to Lammers and DuFrane before providing to the state.

Lammers to apply for MN MDH grant to cover the cost of completing project of finding unknown lines.

DuFrane bring estimates to the April council meeting for repairs to Scharf lift station.

Greene to get an estimate to add water and sewer to Bennett Road and along Loon Lake off of Pelican Avenue.

**Vergas EDA/HRA
Government Services Center & Zoom
2:00 PM on Wednesday, February 26,
2025**

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, February 26, 2025, at 2:00 pm for a special hybrid meeting at the Vergas Government Services building and on zoom with the following members: Paul Sonnenberg, Kevin Zitzow, DuWayne Ditterich, and Bruce Albright. Absent: Joy Summes. Also Present: City Clerk-Treasurer Julie Lammers, Editor Bob Williams of the Frazee-Vergas Forum and Relator Joy Summers of REMAX.

Call to Order

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

Grant Applications

Lammers presented 2 grant applications: 100 S Railway Ave Asphalt parking lot for \$10,000 and 110 S Railway for upgrade to front entrance for \$10,380. Motion by Sonnenberg, seconded by Albright to approve both grants for matching \$5,000 to be distributed when project is complete and paid invoice is submitted to the City Clerk-Treasurer. Voting Yes: Albright, Zitzow and Sonnenberg. Voting No: none. Motion carried.

Sale of Lots

Lammers reviewed Resolution 2025-001 Ditterich or Albright to sign documents regarding the sale of Parcels 82000990242000, 82000990243000, 82000990245000, 82000990250000, 82000990251000. (complete copy of resolution located at the city office). Motion by Sonnenberg, seconded by Albright to accept resolution 2025-001. Voting Yes: Albright, Zitzow and Sonnenberg. Voting No: none. Motion carried.

The meeting closed to discuss sale of property at 411 Diane Avenue and 230 Eva Street.

Recording on file at the Vergas City Office. Those present at the meeting consisted of members Paul Sonnenberg, Bruce Albright, Kevin Zitzow; Clerk-Treasurer Julie Lammers; and Realtor Joy Summers.

Albright opened regular meeting

Motion by Zitzow, seconded by Sonnenberg, to accept both purchase agreements. Voting Yes: Albright, Zitzow and Sonnenberg. Voting No: none. Motion carried.

Adjourn

Motion by Sonnenberg, seconded by Zitzow to adjourn the meeting at 2:16 p.m. Voting Yes: Albright, Zitzow and Sonnenberg. Voting No: none. Motion carried.

Julie Lammers, CMC
City Clerk-Treasurer
City of Vergas

Vergas EDA/HRA
Government Services Center & Zoom
2:00 PM on Wednesday, March 5, 2025

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, March 5, 2025, 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, Joy Summers, and Bruce Albright. Absent: Kevin Zitzow. Also Present: City Clerk-Treasurer Julie Lammers; CEDA Representative Jordan Grossman; SBCA Representative Ian Carlstrom; Citizen Kevin Zitzow and Mayor Dwight Lundgren; 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

Approve the agenda as presented.

Status of Recommendations to City Council

None.

Minutes

Motion by Sonnenberg, seconded by Summers to approve the minutes of February 5 and 26, 2025 meetings. Motion passed unanimously.

Financial Update

2024 and 2025 income and expenses were reviewed by Lammers. Motion by Summers, seconded by Sonnenberg to approve treasurers report. Motion passed unanimously.

New Business

None.

Old Business

CEDA Update – Jordan Grossman

- A. Grant Requests- no complete grant requests have been received at this time.
- B. Grossman updated the members on proposal to hire CEDA for Vergas EDA/HRA. The current pricing for 208 hours a year is \$16,000, CEDA is discussing a reduced rate for the cities who received the grant last year. Grossman will have a proposal at the April meeting. Grossman provided information on giving back a lot in Sunny Oaks to the county and purchasing the lot back to be used for daycare. Details are not complete at this time. Lammers will contact the county for more information. Motion by Summers, seconded by Sonnenberg to approve Lammers and Grossman to work together on a lot being provided for daycare in Sunny Oaks Estates and request Council remove the assessments on the lot. Motion passed unanimously. Motion by Summers, seconded by Albright to request from council funds for up to \$10,000 to retain a CEDA employee for the balance of 2025. Motion passed unanimously.

SBDC

Lammers reviewed proposed schedule for training. Monday, First Capital a class called digital marketing essentials for a thriving summer. This could begin at either 3:00 PM or 4:00 PM. Committee discussed and felt either time would work. A 7-week program starting on Thursdays after Looney Days is “Rural Edge” designed for small town and rural entrepreneurs, combining business training, peer support, and leadership activation to drive real world success and community growth. The committee have discussed this course and would like to start this training on September 11th.

Vergas EDA lots on Eva and Diane

Discussed lot 419 Diane Avenue. This lot is very steep and difficult to build on. Currently the road stops before this property due to a steep hill so there is no access to the parcel. The committee decided to wait until after all the other lots are sold to make a decision on this lot.

Property on the corner of Pelican Ave and Hwy 35

Engineer Blaine green has looked at the property owned by Mark Sand and Gravel on the corner of Pelican Ave. and Hwy. 35. There are 3.1 acres showing in the area outside the 500-foot setback from the active gravel pit. Conveniently 3.1 acres is the most development portion of the property a lot of the acreage to the South is obviously heavily wooded and also has some steep slopes not to say it can't be achieved but it would take substantial clearing and grading to get it usable as well as some

sort of variance when it comes to setback rules. Once the trees have been removed there could be concerns with wetlands. This is going to be a very expensive area to develop but as Zitow stated, “let's not talk ourselves out of something before something can happen”. The committee asked Lammers to talk with Ottertail County GIS regarding the right of way on Pelican Ave. And to speak with Jeff at Mark Sand and Gravel regarding the price of the property.

Closed Meeting for sale of 409 Diane Avenue at 3:20 pm.

Recording on file at the Vergas City Office. Those present at the meeting consisted of members Paul Sonnenberg, Bruce Albright, Duane Ditterich; Clerk-Treasurer Julie Lammers; and Realtor Joy Summers.

Opened Meeting at 3:37 pm

Motion by Sonnenberg, seconded by Albright to accept the purchase bid of \$16,000 for 409 Diane Avenue. Motion passed unanimously.

Adjourn

Motion by Sonnenberg, seconded by Albright to adjourn the meeting at 3:40 p.m. Motion passed unanimously.

Julie Lammers, CMC
City Clerk-Treasurer
City of Vergas

Council Recommendations:

Forgive \$16,000 in assessments at 220 Eva Street.
Transfer up to \$10,000 to EDA/HRA for CEDA employee.

Follow up Actions

Lammers and Grossman to work on daycare opportunity.
Lammers contact the county regarding daycare at 220 Eva Street.
Lammers contact county regarding right of way on Pelican Avenue.

City Council
2025 March Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Monday, March 10, 2025

10. Staff Reports

- A. Utilities Superintendent Report
 - 1. Mn Rural Water Conference
- B. Clerk Treasurer Report

Files Attached

- Est_14718_from_UtilityLogic_16532.pdf
- VM-880_Brochure.pdf
- 03.2025 Clerk-Treasurer Report.pdf



Quote

PO Box 783, Rogers, MN 55374
Ph 877-544-2700 Fax 612-930-0930

Date	Quote #
3/4/25	14718

Name / Address
City of Vergas Mike Dufrane

Ship To

		Terms	FOB	
		Prepay	Warehouse	
Item	Description	Qty	Price Each	Total
1.209.01.00001	Vivax-Metrotech VM-880 Ferromagnetic Locator with carry bag	1	1,175.00	1,175.00
SHIPPING04	Shipping, Handling & Insurance - VM Kits		45.00	45.00
	*Training and support included for lifetime of products purchased from UtilityLogic			
	Quote does NOT include applicable sales tax		0.00%	0.00
** A 3.5% convenience fee will be added to all invoices paid by credit card **				
ATTENTION: Our mailing address has recently changed to PO Box 783, Rogers MN 55374. Please update your records				



VM-880

Ferrous Metal Detector

- Field polarity indicator
- Ergonomic for prolonged usage
- Dot matrix LCD with back light
- Audio and visual signal strength
- Screen invert feature for pinpointing
- One touch auto sensitivity control with manual incremental control

In our ever-changing landscape, important assets are buried or paved over making finding for them both difficult and time consuming. Valve and manhole covers are often lost after ground work activities, re-surfacing or after heavy snow falls. Buried boundary markers can also be difficult to find.

Most of these items are manufactured using magnetic or ferrous materials. These can be detected using the VM-880. As it detects only ferrous materials, aluminum cans, bottle caps, etc. are rejected.

The simple audio and visual user interface has been designed to minimize training requirements while the latest technologies are employed to ensure maximum sensitivity and depth range. Particular attention has been made to ensuring the weight of the VM-880 is minimized, at just 1.54lbs (0.7kg), it is by far the lightest in its class. This has been achieved without compromise to strength. The submersible carbon fiber antenna tube is both lightweight and provides maximum protection to sensitive sensors.

Key features such as field polarity, 50/60Hz warning, continuous battery level, signal strength indicators and one touch sensitivity control include all the latest features required by an ever-demanding customer base.

Power

- Uses 2 X AA Alkaline batteries
- Provides over 28-hours of continuous usage

Display

- Crisp Dot matrix display with backlight
- Bar graph with signal strength

Audio

- Waterproof mylar speaker
- Peak audio tone response

Operation

- Simple four button controls
- Large buttons usable while wearing gloves



Peak signal strength response
Field polarity indicator

Construction

- Ergonomic design
- High impact ABS plastic
- Carbon-fiber submersible tube
- IP54 and NEMA 4 rating

Waterproof carbon-fiber tube
can be submerged in water

	VM-880 Specifications
Construction	High impact ABS injection molded housing Carbon fiber reinforced antenna tube
Weight & Dimensions	1.54lbs (0.7kg) 43in(L) x 2.5in(W) x 2.6in(H) (1090mm x 88mm x 67mm)
Display	High-contrast DOT Matrix LCD shows Signal level (Response), polarity, battery condition
Battery life	2 x AA (LR6) Alkaline batteries Typically provide 28+ hours of battery life at 70°F (21°C)
Antennas	Dual Magnetometers
Environmental	IP65 and NEMA 4
Operator Controls	On/off/volume - Short press to turn "on" - Short press to toggle between zero, medium or high volume - Long press to turn off Auto Time off - unit will shut down if no control button is touched for 15mins Sensitivity Control - "+" increase sensitivity - "-" reduces sensitivity Auto Sensitivity - centers the sensitivity response on the display, long press to invert screen

What's in the box



VM-880 receiver



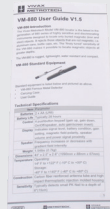
Battery holder



AA Alkaline battery



USB cable



User Guide



VM-880 carry bag

Typical Locate Capability*

Small PK Nail
to depth of 6"(15cm)



Large PK Nail
to depth of 10" (25cm)



Marker Stake
to depth of 8ft(2.4m)



Valve Box
to depth of 10ft(3m)



Cast Iron Pipe Joint
to depth of 9ft(2.7m)



Manhole Cover
to depth of 10ft(3m)



5inch Iron Pipe
to depth of 10ft(3m)



Large Iron Tank
to depth of 16ft(4.8m)



* Typical metal (ferrous or steel) objects are shown here. The Depth range depends on mass of the metal and may vary greatly from what is indicated above.

Local Vivax-Metrotech Distributor:

UtilityLogic®

Joe Rubbelke

612-817-6521 (c)

j.rubbelke@utility-logic.com

utility-logic.com

Paul Teicher

763-276-3577 (c)

p.teicher@utility-logic.com

utility-logic.com

Page 54 of 59

Vivax-Metrotech Corporation

3251 Olcott Street, Santa Clara, CA 95054, USA

T/Free: 800-446-3392

Tel: +1-408-734-1400

www.vivax-metrotech.com

CONNECT WITH US ON SOCIAL MEDIA



V1.1

Please visit our website for full product specifications.

www.vivax-metrotech.com | www.vxmt.com

Clerk-Treasurer Council Report
March 2025

Meetings Attended:

Feb 12 & 26, March 5: Energy Meetings 12:30 zoom

Congress Testimony for EDA/HRA

March 10 Testified for continued support of the programming, technical assistance and funds from St of Mn.

Office Staffing

Sarah Stone, Deputy Clerk began Feb. 3 and will have a 3-month review in May. Council members please provide me with information regarding review before May 1.

Projects Currently Working on:

Audit: 2024 information to auditor

EDA/HRA: Daycare.

Event Center: Brochure of services; advertising at events; party planner for birthday parties at VEC

Park: City Sales Tax

Planning Commission: Updating Ordinance book for Planning Commission to approve and recommend to Council

City Council
2025 March Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Monday, March 10, 2025

11. Mayor's Minute

1. Sanford Clinic
2. LMC Newly Elected Officials Conference

Files Attached

- Mayor. LMC Conference.pdf

League of Minnesota cities

859 cities in Minnesota

841 members of league

12 townships

1 joint powers entity

69 special districts

Can't attend committee meetings unless on committee or is declared open meeting

Prefer two person money handling

Yearly list

1. Set capital improvement
2. Set goals
3. Prepare budget
4. Council review board
5. Approve pending budget
6. Review enterprise funds
7. DEC. approve budget

Capital improvement plan

Tax mill rate set the same

To do job properly

Moral purpose

Moral clarity

Moral clarity motivation

Moral courage

Morel integrity

Use Ethical persuasion

City Council
2025 March Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Monday, March 10, 2025

12. Information & Announcements

Trainings:

- A. MN Clerks and Finance Officers – March 17 -21, 2025 in Brooklyn Center (Lammers)
- B. LMC, Loss Control Workshop March 26 in Alexandria (DuFrane, Engebretson, Lammers)
- C. Municipal Beverage Association (MMBA) April 20-23, 2025 (Theisen) Alexandria Arrowwood
- D. League of MN Cities Annual Conference June 25-27, 2025 in Duluth (Mayor, Council & Lammers)
- E. 16th Annual Operator Expo (MN Rural Water) August 20, 2025 DuFrane, Engebretson)
- F. Clerks Advanced Academy- September 18-19, 2025 (Lammers)

Events:

- A. Local Board of Review, April 10, 2023 Vergas Event Center Council Chambers, 1:00 pm (Mayor, Council and Lammers)
- B. Household Hazardous Waste Day, Thursday, June 26, 2025 10:00 - 2:00