

City Council
2021 October Council Meeting & Public Hearing
Vergas Event Center and Zoom Id number 267-094-2170 (password 56587)
6:30 PM on Tuesday, October 12, 2021

1. **Public Hearing - 105 Main Street - Variance**
2. **Call to Order**
3. **Citizens' Concerns**
4. **Agenda Additions and Deletions**
5. **Approval of Consent Agenda**
 - a. Council Minutes of the Sept. 14, 2021
 - b. Liquor Store bills for September 2021
 - c. Bills paid between Council meetings and Council bills
 - d. Late water/sewer bills
 - e. General Fund/Special Revenue Money Market Account Report
 - f. 2021 Investment Schedule/Bond Schedule
 - g. Turn in Poachers Off-site gambling 10/16/2021
6. **105 Main Street**

Variance
7. **Construction Permits**
 - a. 105 Main Street
 - b. 131 1st Ave, shingling house
8. **Mayor's Update**
9. **Committee Reports**
 - o Personnel Committee
 - o Street/Sidewalks/Yard Waste Committee
 1. Road Grading
 2. Yard Waste Permits
 - o Park Advisory Board
 - o Planning Commission
 - o EDA/HRA
10. **88 Park View Drive - Berm**
11. **Small Cities Development Program**

137 Main St transfer
12. **Staff Reports**

Utilities Superintendent Report

 - a. Winter Maintenance Agreement
 - b. Seal Coat
 - c. Traffic Marking

Clerk - Treasurer Report

Liquor Store Manager Report
13. **Information & Announcements**
 - a. Comprehensive Planning Public Meeting, Oct. 19, 2021, 7:00 pm Billy's
 - b. League of MN Cities - October 27, 2021, 8:30 am - 9:30 am Vergas Event Center
14. **Adjournment**
15. **Closed Meeting - sale of W Lake Street Property**

CITY OF VERGAS
PUBLIC HEARING
VERGAS EVENTS CENTER & ZOOM
Tuesday, October 12, 2021

The City Council of Vergas met at 6:30 pm, on Tuesday, October 12, 2021, at the Vergas Event Center and on Zoom as a hybrid meeting for a public hearing regarding a variance for 105 Main Street with the following members present: Mayor Julie Bruhn, Council Members: Bruce Albright, Paul Pinke, Logan

Dahlgren and Natalie Fischer. Absent: none. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Sherri Hanson, Jeff Zitzow, Tyler Schmid, Austin Tegtmeier, Attorney Tom Winters and Engineer Scott Kolbinger.

Bruhn opened public hearing regarding a variance regarding parking spaces for commercial and residential building being built at 105 East Main Street. Bruhn reviewed the current ordinance and the need for 23 parking spots for commercial business and 16 for the apartments. The plans are short 18 parking spots. The ordinance does state the city may allow the reduction of parking spaces if applicant provides plan for additional parking.

Diagonal parking along County 17 was discussed. The County would need to give approval for use along a county highway.

Discussed the need for an apartment on the main level which opens to the parking lot. Current Vergas City ordinance does not allow main street apartments.

Bruhn closed the public hearing at 6:36 pm.

CITY OF VERGAS
COUNCIL MINUTES
VERGAS EVENTS CENTER & ZOOM
Tuesday, October 12, 2021

The City Council of Vergas met at 6:37 pm, on Tuesday, October 12, 2021, at the Vergas Event Center and on Zoom for a hybrid regular council meeting with the following members present: Mayor Julie Bruhn, Council Members: Bruce Albright, Paul Pinke, Logan Dahlgren and Natalie Fischer. Absent: none. Also present: Clerk/Treasurer Julie Lammers, Sherri Hanson, Jeff Zitzow, Tyler Schmid, Austin Tegtmeier, Shane Poss, Attorney Tom Winters and Engineer Scott Kolbinger.

Mayor Julie Bruhn called the meeting to order.

No citizens' concerns were addressed.

Motion by Pinke, seconded by Fischer to remove Small Cities Development and add microphones, Corporate Technologies and platform to the agenda. Motion passed unanimously.

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

- a. Liquor Store bills for September 2021 for a total of \$24289.04.
- b. Bills paid between Council meetings and Council bills for a total of \$33780.46.
- c. Late water/sewer bills
- d. General Fund/Special Revenue Money Market Account Report
- e. 2021 Investment Schedule/Bond Schedule
- f. Turn in Poachers Off-site gambling 10/16/2021

Motion passed unanimously.

Bruhn asked for approval of variance discussed at the public hearing. Plan for parking and apartment on main street. Motion by Pinke, seconded by Albright to approve variance regarding parking and apartment on main street. Motion passed unanimously.

Summers Construction has provided a quote for \$1,800 for a platform by the trail boardwalk to fulfill our agreement with 1156 Frazee Avenue. Motion by Albright, seconded by Pinke to approve the quote for Summers Construction to build platform. Motion passed unanimously.

Construction permit for 105 Main Street was discussed. Planning Commission requested Council approve the construction permit if variance was approved. Lammers stated new plans have been provided and the entrance to the grocery store is now opening onto City property instead of the sidewalk. Winters stated if they are going to be using City property for parking and a sidewalk, they would need to get an easement from the City. S & Z Properties (Jeff Zitzow and Tyler Schmid) requested an easement from the City for the use of sidewalk and parking. Motion by Dahlgren to approve easement for 15 Main Street. Died for lack of second. Discussed loading area which is not provided in the plan. Schmid stated the grocery store trucks will only be there for about 15 minutes. Discussed adding the care of the parking lot and sidewalk be the property owner's responsibility. Motion by Pinke, seconded by Albright to approve construction permit with the requirement of an easement be approved within 30 days. Motion passed unanimously. Bruhn stated Winters would provide easement at the November Council meeting paid for by S & Z Properties. Motion by Pinke, seconded by Fisher to approve construction permit. Motion passed unanimously.

Motion by Albright, seconded by Pinke to approve construction permit for 131 1st Ave to shingle house. Motion passed unanimously.

Mayor Bruhn reminded Council the League of MN Cities meeting has been cancelled and replaced by a small informative meeting to be held on November 9 here in Vergas. Bruhn and Lammers will attend meeting. If there are anything others would like discussed, please let Bruhn know.

Bruhn reviewed CDH-Vergas Fire Board meeting. Motion by Pinke, seconded by Fischer to approve the 2022 budget of the CDH-Vergas Fire Board. Motion passed unanimously.

Bruhn reviewed Personnel Committee minutes of September 20, 2021 (minutes available at the Vergas City Office). Motion by Dahlgren, seconded by Pinke to hire Kyle Theisen as the Liquor Store Manager. Motion passed unanimously. Motion by Dahlgren, seconded by Pinke to allow Lammers and DuFrane to attend leadership training and inventory management with MN Rural Water. Motion passed unanimously. Personnel Committee requested giving employees a 2 percent increase. After discussion Council asked personnel committee to review for the November meeting.

Albright reviewed Street/Sidewalks/Yard Waste committee meeting minutes of October 1, 2021 (minutes available at the Vergas City Office). Motion by Dahlgren, seconded by Albright to increase the yard waste permit fee to \$75.00. Discussion regarding the complaints we are currently getting at the yard waste facility. Voting Yes: Dahlgren and Albright Voting No: Pinke, Fisher and Bruhn. Motion failed. Motion by Fischer, seconded by Pinke to give Yard Waste committee permission to close yard waste at their discretion when a sign is posted regarding reason why it is closed. Motion passed unanimously. Discussed the realignment of E Lake Street. Motion by Albright, seconded by Pinke to authorize Winters to proceed with the realignment of E Lake Street. Motion passed unanimously. Motion by Pinke, seconded by Albright to extend Glen Street to the subdivision once a preliminary plat is accepted. Motion passed unanimously. Motion by Pinke, seconded by Albright to acquire a 33 foot right of way for Town Line Road. Motion passed unanimously. Discussed using the small cities funding to pay for the easements. Shane Poss stated Bennett Road has not been graded all summer. This road was only graded on September 5 and October 10 in 2021. Albright stated Vergas has 5 miles of road and the street committee is working on a maintenance plan for the next 2, 5 and 10 years. Albright stated Bennet has wash boarding on the road and will need to be graded again and DuFrane stated he has contacted company to regrade the gravel roads in Vergas. Poss stated Township roads are graded monthly and well-traveled roads are graded twice a month.

Sherri Hanson reviewed the park board meeting held on September 23, 2021 (minutes available at the Vergas City Office). Motion by Albright, seconded by Fisher to approve resolution regarding donation of \$5,160.00 (complete copy of resolution located at the city office) for a swing set to be located by the beach on Long Lake. Motion passed unanimously.

Albright reviewed Planning Commission meeting minutes of September 27, 2021 (minutes available at the Vergas City Office).

Albright reviewed EDA/HRA meeting minutes of October 6, 2021 (minutes available at the Vergas City Office). Motion by Dahlgren, seconded by Fischer to extend the Big Build in Vergas until 2024. Motion passed unanimously.

Kolbinger reviewed the berm located at 88 Park View Drive does not foresee any more issues. Albright requested invoice for the most recent work done on the berm. DuFrane discussed easement and the dock now being located on it. Motion by Pinke, seconded by Albright to attain invoice for the dirt added to the berm. Motion passed unanimously.

Lammers reviewed information from Corporate Technology regarding computer monitoring for \$200.00 a month. Motion by Dahlgren, seconded by Fischer to enter a contract with Corporate Technologies for a one-year contract using the American Rescue Funds. Motion passed unanimously.

Lammers reviewed unpaid licenses and certified letters to dog owners. Two options the City has used in the past are having Attorney send letters to dog owners or add the amount to the owner's property taxes. Motion by Dahlgren, seconded by Fischer to add the dog license expenses to the owner's property taxes. Motion passed unanimously.

Utilities Superintendent Mike DuFrane provided the following:

1. Streets
 - a. We are working on cutting brush and trees off the roadway.
 - b. Waiting on contractor to grade the road.
2. Parks
 - a. Ballfield restrooms closed; the waterlines blown out.
 - b. Veterans Memorial construction of monument park is underway.
 - c. Beach is closed. Tanks will be pumped out by Dewey's Septic Service also waterlines will be blown out by Hanson's Plumbing, the week of the October 4th.
 - d. Docks are pulled. Pier will be pulled sometime by November or beginning of.
3. Water
 - a. Dehumidifier was received and setup in the treatment.
4. Wastewater
 - a. Ponds are almost empty; 2 discharges left.

Motion by Albright, seconded by Pinke to approve resolution 2021-013 (a complete text of the resolution is part of permanent public record in the City Clerk's office.) approving purchasing sand from Ottertail County. Motion passed unanimously. DuFrane requested the safety glasses reimbursement amount be raised from \$100 to \$150. Motion by Fischer, seconded by Dahlgren to change the safety glasses reimbursement amount to \$150.00. Motion passed unanimously. DuFrane will bring seal coat and traffic marking recommendations to November meeting.

Lammers reviewed MMBA Conference she attended and requested Council transfer \$15,000 to the general fund. Motion by Fischer, seconded by Dahlgren to transfer \$15,000 from Liquor Store to the General Fund. Motion passed unanimously.

Lammers reviewed Corporate Technologies proposals. Motion by Fischer, seconded by Dahlgren to purchase computer with Liquor Store funds for \$1,022.79. Motion passed unanimously. Motion by Pinke, seconded by Albright to purchase Microsoft 365 for the city for \$1,125 using American Rescue Funds. Motion passed unanimously. Motion by Pinke, seconded by Albright to purchase computer

fire wall for \$848.00 through the American Rescue Funds. Motion passed unanimously.

Lammers reviewed the microphone proposal from Signature Home Tech for \$5,670.00. Council asked Event Center Committee to look at other options.

The following City meetings were mentioned:

1. Comprehensive Planning Public Meeting, Oct. 19, 2021, 7:00 pm at Billy's
2. League of MN Cities, Oct. 27, 2021, 8:30-9:30 Vergas Event Center

Bruhn closed council meeting for the discussion of the sale of city property at W Lake Street at 8:49 pm.

Bruhn opened meeting.

Motion by Albright, seconded by Pinke to authorize the Vergas EDA/HRA to sell the property with a minimum bid. Motion passed unanimously.

Motion by Albright, seconded by Albright for City Attorney Tom Winters to prepare the property at 310 W Lake Street posting. Motion passed unanimously.

The business for which the meeting was called having been completed, the meeting was adjourned at 9:20 p.m.

Clerk-Treasurer Julie Lammers, CMC