

CITY OF VERGAS
COUNCIL AGENDA
VERGAS COMMUNITY CENTER
6:30 P.M.
Monday, February 6, 2012

Additions or Deletion to Agenda

Council Minutes of the January 3, 2012 Meeting

Resolution excepting donations

- a. Zumba
- b. Beautification

Hobart Township – Aquatic Invasive Species –Thursday, April 12, 2012, from 7:00 p.m. to 9:00 p.m.

Community Club Update-Lisa Kaldahl

Tin Can Alley

Trail Committee

Planning Commission

- a. Surveying Roads
- b. Conditional Use Permit

Town Line Road

Gravel Tax

Event Center Dishwasher-Water Heater

CDH-Vergas Fire Meeting Report

- a. Budget and Audit
- b. Resolution giving Council Member permission to authorize Fire Chief regarding putting out fires on City property.
- c. Wireless Internet in Event Center

Emergency Operations Plan

- a. Appoint an Emergency Management Director
- b. Appoint a Local Debris Manager
- c. Appoint Purchasing Official
- d. Appoint Local Damage Assessment Official
- e. Appoint Public Information Officer (PIO)

Municipal building exterior design

- a. Attic Shoppe Ceiling
- b. Exterior Design

Mayors Minute

Personnel

- a. Reviews
- b. Rescue Squad
- c. Council Meeting Salary

LMC-2012 Safety & Loss Control Workshop (Haarstick, Day, Goodman, Lammers, DuFrane)

Report from Public Utilities Superintendent Michael DuFrane

- A. Street Sweeping

Liquor Store Bills for January 2012

Financial Report

Bills Paid Between Council and Council Bills

Information

LMC-2012 Safety & Loss Control Workshop will be March 28, 2012 in Fergus Falls.

Board of Review will be held on April 11, 2012 at the CDH-Vergas Fire Hall meeting room from 1:00 to 1:30 p.m.

Otter Tail County Household Hazardous Waste Mobile Collection program for the City is scheduled for Friday, July 13, 2012, from 10:00 a.m. – 2:00 p.m. at the Vergas-CDH Fire Hall. Volunteers are needed.

**CITY OF VERGAS
REGULAR MEETING
Monday, February 06, 2012 6:30 P.M.**

The City Council of Vergas met in regular session at 6:30 p.m., on Monday, 2-06-12, in Council Chambers, Community Center with the following members present: Mayor Dean Haarstick, Council Members Scott Goodman, Paul Pinke, Shawn Day and Kevin Zitzow. Absent: none. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Carol Sharp Liquor Store Manager, Tyanne Jacobson, Steve Peloquin of Peloquin • Beck, P.A, Barbie Porter of Frazee Forum, Dave Heyer, Deb Moltzan, Ross Smith, Pat Shannon, Anthony Soland, Josh Hanson, Lisa Kaldahl and Aaron Lauinger of Ulteig Engineering.

Mayor Dean Haastick called the meeting to order.

Motion by Pinke and seconded by Day to accept agenda with the following addition: Letter to Otter Tail County: One Stop. Motion passed unanimously.

Motion was made by Day, seconded by Pinke to approve the minutes of the January 2, 2012 meeting. Motion passed unanimously.

Motion by Zitzow, seconded by Day for a Resolution Accepting Donations Received (A Complete text of the resolution is part of permanent public record in the City Clerk's office.) from Zumba and Beautification. Motion Passed unanimously.

Deb Moltzan representing Hobart Township requested the City of Vergas participate in the Aquatic Invasive Species meeting on Thursday, April 12, 2012 from 7:00 p.m. to 9:00 p.m. by allowing them to use the Vergas Event Center at no charge. Nathan Olson will be the main speaker. Motion by Zitzow, seconded by Pinke to allow Hobart Township to use the Event Center for the Aquatic Invasive Species meeting at no charge. Motion passed unanimously.

Goodman reviewed public hearing information on Tin Can Alley. Day requested a few changes be made: on the Vergas side of the trail there should be large boulders instead of a gate and hold off on any picnic tables to keep area as natural as possible. Motion by Pinke, seconded by Goodman to proceed with Tin Can Alley project. Voting yes; Goodman, Pinke, Day. Voting no: Zitzow. Motion passed.

David Heyer reviewed changes in the trail plans for them to fall into state aid safety. Discussed a dip in trail or having a gutter to insure the safety of property along the trail when it rains. Storm drain will stay and kept open.

Planning Commission has had a conditional use permit request to change property from residential to conditional use permit for 520 S Pelican Avenue. Motion by Goodman, seconded by Day to have a public hearing at 6:15 on March 5, 2012. Motion passed unanimously. The planning commission is working on a detailed street improvement plan, Lauinger explained that many of the roads have not been dedicated and the planning commission has asked him to put together a survey plan for the following streets: W Lake Street, Scharf Avenue E and Town Line Road. Questioned the need of W Lake street due to the limited amount of traffic for the area. Ulteig gave quote of \$10,000 for project. Motion by Zitzow, seconded by Day to survey Scharf Avenue and Town Line paying up to \$6,500. Motion passed unanimously. Council requested Lauinger get figures to Lammers as soon as possible for information to Council. Goodman explained this will be an ongoing process from the Planning Commission.

Lisa Kaldahl President of the Vergas Community Club requested the City of Vergas work with Vergas Community Club for a Director of Tourism. Kaldahl provided a basic outline of what the Community Club is looking for and after some discussion Peloquin and Kaldahl decided to meet again to get a more defined outline of position and requested Council to make decision at next months meeting.

Deb Moltzan explained that the township portion of Town Line Road is dedicated and has been surveyed and the easterly portion is recorded. Lauinger was questioned on how beneficial it would be to purchase survey from Hobart Township he said he would ask Ulteig's surveying department. Town Line Road grant has been applied for and we now have to wait for response from MN DOT.

Motion by Pinke, seconded by Zitzow for Resolution Requesting Aggregate Tax Proposal (A Complete text of the resolution is part of permanent public record in the City Clerk's office.) to Bud Nornes. Motion passed unanimously.

Pinke explained the water heater is not performing the way we expected for the Event Center dishwasher. Pinke and Hanson's Plumbing and Heating have reviewed and Hanson's will put on a tank to hold water to keep the water hot enough to wash dishes. Motion by day, seconded by Zitzow to make the remaining \$500.00 payment to Hanson's Plumbing and Heating when Tyanne Jacobson and Pual Pinke say it is working properly. Motion passed unanimously.

Day explained he would like a letter sent to Otter Tail County and Candor Township regarding the One stop with their many vehicles accumulating on their property. Motion by Day, seconded by Pinke to have Lammers write letters to Otter Tail County, Minnesota Pollution Control Agency and Candor Township regarding nuisance property. Motion passed unanimously.

Pinke reviewed the CDH-Vergas Fire Annual Meeting Report. Lammers and Pinke went to annual audit for the Fire department. The Board has requested a resolution giving a Council Member authorization to stop the Fire Department from making fire calls to the City recycling center. Peloquin will draw up resolution.

Motion by Zitzow, seconded by Day to spend \$915.00 for Wireless Internet in Event Center. Motion passed unanimously.

Motion by Day, seconded by Pinke to appoint Mayor as Emergency Management Director, Utilities Superintendent as Local Debris Manager, and the Clerk as the Purchasing Official and the Public Information Officer for the City of Vergas Emergency Operations Plan. Motion passed unanimously.

Municipal building exterior design was sent out and when Zitzow gets more information he will provide it to Council.

Council discussed the ceiling of the Attic Shoppe needing repairs. Lease will be up in March and we will need to get a written lease and decide if we should repair ceiling now or wait until the municipal building is remodeled.

Goodman explained the personnel committee has reviewed the following employees: DuFrane, Jacobson and Lammers. Motion by Goodman, seconded by Day for a pay increase for Jacobson of 25 cents an hour and health insurance of \$200.00 a month and a step increase for DuFrane to level eight. Motion passed unanimously.

Motion by Day, seconded by Zitzow to adopt Fire and Rescue Squad policy. Voting yes: Goodman, Pinke and Day Abstain: Zitzow. Motion passed.

Council requested Lammers review other cities policies on salaries for Council Members to attend outside meetings and bring to next months Council meeting.

Motion by Day, seconded by Pinke to have Haarstick, Day, Lammers and DuFrane attend the League of Minnesota Cities 2012 Safety & Loss Control Workshop on March 28, 2012. Motion passed unanimously.

Report from Public Utilities Superintendent Michael DuFrane who spoke with Terry Siegel, Detroit Lakes Street Superintendent for Street Sweeping for \$800.00. Motion by Day, seconded by Pinke for a Resolution between the City of Detroit Lakes and the City of Vergas (A Complete text of the resolution is part of permanent public record in the City Clerk's office.) for street sweeping. Motion passed unanimously.

Contractors have informed DuFrane they do not want the liability of repairing the ramp at the shelter. Question if City needs to fix the ramp or rebuild it. Peloquin stated we need to get some kind of specs for the ramp. Lauinger provided ADA requirements for repairing the ramp. City will continue to look into repairing or fixing ramp. DuFrane explained there are rocks available at the ponds he needs to get rid of. Council asked DuFrane to speak with Heisler about value of rock and would he trade for boulders or class5.

Mayors explained the North Country Trail committee met earlier tonight and they are looking for routes around the Vergas area. This is a multi-use trail from Frazee to Vergas and is completed to the county line. Motion by Zitzow, seconded by Day for Lammers to write a letter of support to the North Country Trail. Motion passed unanimously.

Peloquin asked for information on price for the repairs of the ramp for the claim. Once we get two bids get them to Peloquin. Call regarding claim to the League.

Motion was made by Pinke, seconded by Day to approve Liquor Store bills totaling \$27,481.39. Motion passed unanimously.

Motion was made by Pinke, seconded by Goodman to approve bills presented at Council meetings for a total of \$28,800.36. Motion passed unanimously.

The business for which the meeting was called having been completed, the meeting was adjourned at 9:00 p.m.

Clerk-Treasurer Julie Lammers, CMC