

VERGAS COUNCIL  
MEETING MINUTES  
VERGAS EVENT CENTER & ZOOM  
Tuesday, September 13, 2022

The City Council of Vergas met at 6:30 pm, on Tuesday, September 13, 2022, at the Vergas Event Center and on a Zoom for a hybrid regular council meeting with the following members present: Mayor Julie Bruhn, Council Members: Bruce Albright (on zoom located at Lake of the Woods Prothero's Rest General Store), Natalie Fischer, Paul Pinke and Rebecca Hasse (on zoom located in Vergas at 231 W Hill St). Absent: Logan Dahlgren. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Michael DuFrane, Robert Williams of the Frazee-Vergas Forum, Engineers Jeff Kuhn, Sherri Hanson, Meryl Kvam, Judy Kvam, Jeff Hatlewick, Steve Knuttila, JoAnne Knuttila, Attorney Tom Winters, Scott Kolbinger and Shane Poss.

**Call to Order**

Mayor Julie Bruhn called the City Council meeting to order.

**Citizens' Concerns**

None.

**Agenda Additions and Deletions**

Motion by Pinke, seconded by Fischer to approve the agenda with the addition of the Vergas Comprehensive Plan 2036. Voting yes: Albright, Pinke and Fischer. Voting no: none. Motion passed unanimously.

**Council Member Resignation**

Motion by Pinke, seconded by Fischer to approve resignation of Council Member Logan Dahlgren as he has moved out of the city limits. Voting yes: Albright, Pinke and Fischer. Voting no: none. Motion passed unanimously.

**Assignment of Council Member**

Council Member

Rebecca Hasse and Judy Kvam applied for open Council Member position. Motion by Fischer, seconded by Pinke to approve Rebecca Hasse as Council Member for the remainder of Dahlgren's term.

Oath of Office

Lammers gave Hasse oath of office.

**Approval of Consent Agenda**

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

- a. Council Minutes for August 2, 2022
- b. Bills paid between Council meetings for a total of \$68,799.59
- c. Liquor Store bills for August 2022 for a total of \$110,933.20
- d. General Fund/Special Revenue Money Market Account Report
- e. 2022 Investment Schedule/Bond Schedule
- f. American Rescue Plan Funding 2021-2026
- g. LG2022 Raffle Permit – Vergas Fire Relief Assn. 10/15/2022
- h. Liquor Store Transfer of \$25,000

Voting yes: Albright, Pinke, Hasse and Fischer. Voting no: none. Motion passed unanimously.  
Motion passed unanimously.

Pinke questioned the amount of late water/sewer bills. Lammers explained they have been sent shut off letters and the money from Covid Funding from the Federal Government has run out and many are unable to pay their bills. Motion by Pinke, seconded by Fisher to approve Late water/sewer bills. Voting yes: Albright, Pinke, Hasse and Fischer. Voting no: none. Motion passed unanimously.

**October 1, 2022 Hairy Man Event**

High School Trap Shoot Demonstration

Motion by Pinke, seconded by Fischer to approve high school trap shoot demonstration on city property Saturday, Oct. 1, 2022. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously.

### Temporary Liquor Permit

Motion by Pinke, seconded by Fischer to approve 1–4-day permit for Proof to hold alcohol tasting on City property on October 1, 2022. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously.

### **Water/Sewer late Fee Reduction Request**

Meryl Kvam owner of 310 S Pelican Avenue requested his late fees for the last 3 months be dropped due to a misunderstanding between himself, renters and the city. Council asked Lammers to bring more facts to the October Council meeting regarding payments and notifications.

### **Easements – Townline Road**

Attorney Tom Winters is working on easements and will speak with property owners and attorney of one property owner to proceed with easements.

### **Otter Tail County Garage Property**

Bruhn informed Council the Municipal Committee and DuFrane would bring recommendations to the October Council meeting regarding the property currently owned by Otter Tail County being given to the City in January.

### **Vergas Comprehensive Plan**

Final copies of the Vergas 2036 Comprehensive Plan were provided to Council Members, and they were asked to use plan when making decisions for their committees and making recommendations.

### **Committee Reports**

#### Park Board

Sherri Hanson reviewed the Park Board meeting held on August 25, 2022, (minutes available at the Vergas City Office). Motion by Pinke, seconded by Fischer to proceed with work order from Loren Menz for \$1,600.00. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously. Thanked city workers for all their help with Looney Days, successful event because of Mike DuFrane and Matt Engebretson going over and above for the city. Restrooms at the beach are a high priority for the park board. Pickle ball nets are set up and next spring grass or concrete will need to be placed around the courts.

#### Streets/Sidewalk/Yard Waste

Albright reviewed Streets/Sidewalk/Yard Waste meeting minutes of August 16 and September 1, 2022 (minutes available at the Vergas City Office). When purchasing new city pickup we may need to have a special meeting. Discussed curb stops above the sidewalk on Main Street in front of American Beauty and Lavish Loon. Sidewalk is in County right-of-way and County has stated sidewalk does not need replacing. Motion by Albright, seconded by Pinke to have curb stops lowered by city maintenance with city and businesses sharing the cost 50/50. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously. Motion by Pinke, seconded by Fisher to approve work order of \$8,000 with Widseth for engineering at Keilley Shores. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously.

#### Water and Sewer Committee

Fischer reviewed Water/Sewer Committee meeting minutes of August 23, 2022 (minutes available at the Vergas City Office). There were no council recommendations.

#### EDA/HRA

Albright reviewed EDA/HRA meeting minutes of August 3, 2022 (minutes available at the Vergas City Office). Meeting time has changed to 1<sup>st</sup> Tuesday of the month at 2 pm at the Vergas Event Center. There were no council recommendations.

#### Liquor Store/Licenses/Municipal Buildings

Bruhn reviewed Liquor Store/Licenses/Municipal Building Committee meeting minutes of September 1, 2022 (minutes available at the Vergas City Office). Motion by Pinke, seconded by Fischer to approve the lease as provided. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously. Discussed upper level of the municipal building and the updates needed to the building, the committee recommended spending up to \$2,000.00 for flooring and paint. Discussed Engineering report regarding the landing needing to be four feet and currently is about 4 inches. Lammers will look for construction of new doorway. JoAnne and Steve Knuttila

requested the city consider replacing lights for the area as well as paint and flooring. Motion by Pinke, seconded by Fischer to not exceed \$5,000.00 on flooring and paint for the upper level of the Municipal Building and charge \$500.00 a month in rent. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously.

#### Planning Commission

Albright reviewed Planning Commission meeting minutes of August 22 and September 8, 2022 (minutes available at the Vergas City Office). Council sent conditional use permit for 325 E Frazee back to planning commission asking for pros and cons of change in zoning and conditional use. Motion by Pinke, seconded by Albright to deny variance for Mark Sand and Gravel. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously.

#### Event Center

Lammers reviewed Event Center meeting minutes of August 3, 2022 (minutes available at the Vergas City Office). Motion by Pinke, seconded by Fischer to approve the free use or reduced rent request form proposed by the Event Center Advisory Board. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously.

#### Budget

Motion by Albright, seconded by Fischer to approve 2023 proposed fee schedule effective January 1, 2023. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously.

#### **2023 Budget**

Motion by Albright, seconded by Pinke to approve resolution regarding preliminary budget (complete copy of resolution located at the city office) for \$259,068.00. Motion passed unanimously.

#### **Staff Report**

##### Utility Superintendent

City Council Report from Mike DuFrane.

1. Water
  - a. Will be replacing 2 air release valves at the Water Treatment Plant.
  - b. Hydrants will be flushed towards the end of the month or beginning of next month.
2. Wastewater
  - a. Lift Station HWY 60 and Frazee Ave, conduit was replaced by Zitzow electric due to the semi that ran off the road.
3. Parks
  - a. Docks are being pulled from the water this week.
  - b. The restrooms at the beach and ball diamond will be closed when the temperature drops down toward the freezing mark.
4. Streets
  - a. The no trucks sign have been installed on Townline Road.

#### **November Council Meeting Date Change**

Motion by Fischer, seconded by Albright to change the November meeting date from Tuesday, November 8 to Thursday, November 10, 2022 due to elections. Voting yes: Albright, Hasse, Pinke and Fischer. Voting no: none. Motion passed unanimously.

#### **Information & Announcements**

Clerks Advanced Academy- (Lammers) September 15-16, 2022 New Ulm MN

#### **Veterans Memorial Sprinkler System**

John Lotzer joined the meeting.

John Lotzer reviewed proposal for about 15 sprinkler heads to be installed and maintenance being paid by the Veterans Memorial committee. They would pay to have lines blown out each fall. Asked if they could hook up to city water and have water provided by the City of Vergas. Currently they have been trying to water 22 feet around the memorial and the hoses are an eyesore and not doing a very good job providing water for grass. DuFrane stated he is not in favor of the sprinkler system due to increased water use. Voting yes: Albright, Hasse, Pinke and Fischer.

Voting no: none. Motion passed unanimously.

Motion by Albright, seconded by Pinke to allow Veterans Memorial Committee to install sprinkler system at their cost and city paying for water if metered to monitor water use.

**Adjournment**

Meeting was adjourned at 8:30 pm.

Julie Lammers, CMC  
Vergas Clerk-Treasurer