**CITY OF VERNDALE**

**WADENA COUNTY, MINNESOTA**

**REGULAR COUNCIL MEETING MINUTES**

**Monday January 10, 2022**

**6:00 pm**

**Verndale City Hall**

**101 Brown St SW**

**MEMBERS PRESENT:**  Ardith Carr, Tara Erckenbrack, Daryl Jacobson, Jim Runyan, Tony Stanley

**MEMBERS ABSENT:** None

**STAFF PRESENT:**  Michael Madsen, Fire Chief; Cory Carr, Police Chief; Matt Uselman, Public Works Manager; Melissa Current, City Clerk/Treasurer

**STAFF ABSENT**: None

**VISITORS PRESENT:** Amos Self, Family Life Church; Trinity Gruenberg, Verndale Sun;

**OPENING PRAYER:** The opening prayer was led by Amos Self, Family Life Church.

**CONSIDERATION OF MINUTES AND JANUARY PAYABLES**

A motion was made by Carr to approve the December 13, 2021 Public Hearing Meeting Minutes and the December 13, 2021 Regular Meeting Minutes as written, seconded by Runyan. AIF/MC.

A motion was made by Jacobson to approve the January payables in the amount of $57,675.47, seconded by Stanley. AIF/MC.

**ACKNOWLEDGE VISITORS:** None

**DEPARTMENT REPORTS:**

**FIRE DEPARTMENT – MIKE MADSEN-FIRE CHIEF-** Madsen stated that there were 125 calls for the year; 80 medical and 45 fire.Madsen stated that the department averages 80 calls per year.Madsen stated that officers would stay the same as last year: Fire Chief – Mike Madsen; First Assistant Chief – Steve Schmitz; Second Assistant Chief/Training Officer – Louis Wegscheid; First Captain – Nate Witthuhn; Second Captain – Tyler Fisher; Lieutenant – Keith Weiher; Safety Officer – Eric Anderson; Secretary – Ryan Schmitz. Madsen stated that he needed approval of the officers.

A motion was made by Runyan to approve the officers, seconded by Jacobson. AIF/MC.

Madsen stated that he needed approval for the retirement of Don Ismil as of January 1, 2022.

A motion was made by Runyan to approve the retirement of Don Ismil from the Fire Department, seconded by Carr. AIF/MC.

Madsen stated that there will be sectional school/training that some of the members on the department will be attending. Madsen stated that the department typically pays for one night of lodging as it is a two-

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day training. Erckenbrack asked if this was budgeted for. Madsen stated yes. Erckenbrack asked if this would be reimbursable. Madsen stated that the training is, but the lodging isn’t.

**LIQUOR STORE - MELISSA CURRENT-** Current stated that there was a net profit of $880.18 for the month. Current stated that there was a net profit for the year in the amount of $44,030.31. Current stated that the meat raffle time has been changed from 6 pm on Fridays to 6:30 pm. Current stated that there will be a Disney theme night on Jan. 15 with drink specials, trivia and a costume contest. Current stated that the Liquor Store is looking to get a DJ for February.

**POLICE-CHIEF CARR-** Chief Carr stated that everything is going well. Council member Carr asked about the no parking on Brown Street; if that was because they were going to be clearing away snow. Chief Carr stated yes, however, it was too cold for their equipment the past couple days. Council member Carr asked if it was legal for a car to be parked on the City boulevard. Chief Carr stated yes, as long as the sidewalk isn’t being blocked and the vehicle is licensed. There was discussion about how things were going at the school.

**PUBLIC WORKS- MATT USELMAN-MANAGER-** Uselman stated that there is not a snow and ice ordinance in the new book of Ordinances. There was discussion about the removal of snow from sidewalks. There was concern about being ADA compliant with sidewalks needing to be passable. The Street Committee will meet to determine what should be included in the snow and ice Ordinance and have it ready for the next Council meeting. Uselman stated that there was a major failure at the treatment plant while he was gone. Uselman stated that a major component that runs the plant automatically failed, so the plant had to be run manually. Uselman called in Chase Graba to help as he knew more about the plant than anyone else; he put in nine (9) hours. Uselman stated that MN Rural Water sent Kurt Haatkinson the next day to help. Uselman stated that Fleisher stayed at the plant all night long to make sure the City had water. Uselman stated that the guys did a great job and their dedication to the City showed that night. There was discussion about giving Uselman some of his time back since he was on vacation and ended up working.

A motion was made by Carr to compensate Matt Uselman 10 hours for hours worked during vacation, seconded by Stanley. AIF/MC.

A motion was made by Jacobson to compensate Chase Graba at contractor pay for his hours worked, seconded by Runyan. AIF/MC.

There was discussion about purchasing/leasing or hiring out a payloader to help with snow removal. Uselman stated that he is looking into grants to help cover the cost which about $70,000.00. There was discussion about storage of the payloader.

**CLERK/TREASURER- MELISSA CURRENT**- Current stated that the Board of Equalization online Training is available until Feb. 1, 2022; there’s two members trained. Current stated that the City received $8,940.00 in Small City Assistance that needs to be transferred to the General Fund Money Market committed to Streets.

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A motion was made by Carr to approve transferring $8,940.00 from the General Fund Checking to the General Fund Money Market committed to Streets, seconded by Jacobson. AIF/MC.

Erckenbrack stated that approval was needed to transfer $34,218.29 from the Sewer Money Market account and $3,049.71 from the Water Money market account to the General Fund Checking Account for a total of $37,268.00 to pay the Northland Trust loan.

A motion was made by Runyan to approve transferring $34,218.29 from the Sewer Money Market Account and $3,049.71 from the Water Money Market Account to the General Fund Checking Account for a total of $37,268.00 to pay the Northland Trust loan, seconded by Carr. AIF/MC.

Current stated that State Statute requires her to certify tax collections and other income to the Council for the previous three years; the report is here for review.

**NEW BUSINESS:**

1. Resolution 22-0110 – Resolution Accepting a Donation from the Verndale Lions

A motion was made by Jacobson to approve Resolution 22-0110 – Resolution Accepting a Donation from the Verndale Lions in the amount of $14,631.02 for the Verndale Lions Building Fund, seconded by Stanley. AIF/MC.

1. Resolution 22-0110A – Resolution Accepting a Donation to Greenlawn Cemetery

A motion was made by Carr to approve Resolution 22-0110A – Resolution Accepting a Donation to Greenlawn Cemetery from anonymous in the amount of $200.00 for perpetual care, seconded by Jacobson. AIF/MC.

1. Resolution 22-0110B – 2022 Fee Schedule

A motion was made by Carr to approve Resolution 22-0110B – 2022 Fee Schedule, seconded by Runyan. AIF/MC.

1. Resolution 22-0110C – Resolution Approving Separation of Parcel 21-300-2690 - Cottrell

A motion was made by Stanley to approve Resolution 22-0110C- Resolution Approving Brad Cottrell to Separate Parcel 21-300-2690 into two parcels and amend the description on parcel 21-300-2680, seconded by Carr. AIF/MC.

1. Consideration of 2022 Appointments and Committee Assignments

A motion was made by Jacobson to approve the 2022 Appointments and Committee Assignments, seconded by Stanley. AIF/MC.

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1. Audit Engagement Letter

A motion was made by Carr to approve the 2021 Audit Engagement Letter from Brady Martz, seconded by Runyan. AIF/MC.

**OLD BUSINESS:**

1. Sourcewell Elections

Current stated that the City can cast one ballot for who they want in the election.

Mayor Erckenbrack adjourned the meeting at 7:10 pm.

**Submitted by: Attest:**

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Melissa Current, City Clerk/Treasurer Tara Erckenbrack, Mayor