**CITY OF VERNDALE**

**WADENA COUNTY, MINNESOTA**

**REGULAR COUNCIL MEETING MINUTES**

**Monday August 12, 2019**

**6:00 p.m.**

**Verndale City Hall**

**101 Brown St. SW**

**MEMBERS PRESENT:**  James Ackerson, Ardith Carr, Tara Erckenbrack, Raye Ludovissie,Jim Runyan

**MEMBERS ABSENT:** None

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

**STAFF ABSENT**: None

**VISITORS PRESENT:** Joeb Oyster, Moore Engineering; Stan Thurlow, DEED; Tahna Rurup, Family Life Church; Robin Fish

**OPENING PRAYER:** The opening prayer was led by Tahna Rurup, Family Life Church.

**CONSIDERATION OF MINUTES AND AUGUST PAYABLES**

A motion was made by Carr to approve the July 8 Regular Meeting Minutes as written, seconded by Ackerson. AIF/MC

A motion was made by Carr to approve the August 1 Special Meeting Minutes as written, seconded by Runyan. AIF/MC

A motion was made by Erckenbrack to approve the August payables in the amount of $113,191.72, seconded by Ackerson. AIF/MC

**ACKNOWLEDGE VISITORS**

**Joeb Oyster - Moore Engineering:** Oyster stated that construction of the water treatment plant is on schedule so he is looking for approval of partial payment number 6 for Eagle Construction and partial payment number 2 for J & J

A motion was made by Ackerson to approve Eagle Construction’s application for payment No. 6 in the amount of $301,704.80, seconded by Erckenbrack. AIF/MC

A motion was made by Carr to approve J & J Excavating’s application for payment No.2 in the amount of $227,542.91 seconded by Ackerson. AIF/MC

Oyster stated he needed approval of Moore Engineer’s Invoice in the amount of $37,166,70.

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A motion was made by Runyan to approve Moore Engineer’s invoice in the amount of $37,166.70, seconded by Erckenbrack. AIF/MC

Oyster stated that they are still working on the well issue. Oyster stated that MN Power changed their mind about the location of the transformer so now it has to be on a pole instead of on a pad next to the building so there will be a change order for about $4,500 for the contractor to run electricity to the pole. Oyster stated that they have no say over this, MN Power decides where the transformer is placed. Oyster stated that Rural Development is giving funds for the Water Tower. Oyster stated that he needed verbal approval to start the designs for the Water Tower.

A motion was made by Ackerson to approve going forward with designs for the Water Tower, seconded by Carr. AIF/MC

Oyster stated that he has decided to take a position with the MN Department of Transportation. Oyster stated he will still be around and that his replacement has plenty of experience. Oyster stated he will set up a meeting to introduce his replacement. Council thanked Oyster for his time and care.

**Stan Thurlow- Deed Grant Administrator:** Thurlow stated that he had a lot of items that needed to be passed.

1. Broad-Level Tiered Environmental Review

Thurlow stated that this states that nothing has changed since the last environmental review.

A motion was made by Runyan to approve the Broad-Level Tiered Environmental Review for Activity/Project that is Categorically Excluded Subject to Section 58.5, seconded by Erckenbrack. AIF/MC

1. Request for Release of Funds and Certification:

Thurlow stated that the release of funds won’t go in until September 3.

A motion was made by Ackerson to approve the request for Release of Funds and Certification, seconded by Carr. AIF/MC

1. Certification for a Drug-Free Workplace

A motion was made by Erckenbrack to approve the Certificate for a drug free workplace, seconded by Carr. AIF/MC

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1. Prohibition of Excessive Force Policy

A motion was made by Ackerson to approve the Prohibition of Excessive Force policy, seconded by Runyan. AIF/MC

1. Residential Anti-displacement and Relocation Assistance

Thurlow stated that this needs to be posted.

A motion was made by Runyan to approve the Residential Anti-displacement and Relocation Assistance, seconded by Erckenbrack. AIF/MC

1. Verndale Section 3 Plan

Thurlow stated that in the bids that the Engineer puts together need to state that they have a section 3 plan and Verndale needs to attempt to recruit low-income people.

A motion was made by Ackerson to approve the Verndale Section 3 Plan, seconded by Erckenbrack. AIF/MC

1. Posting Notice

Thurlow stated that instead of publishing the documents the City is posting them and they need to be posted until September 22.

A motion was made by Runyan to approve the Posting Notice, seconded by Carr. AIF/MC

Thurlow stated that the grant needs to be spent by September of 2021. Oyster stated that with the grant dollars the water tower will only end up costing residents $3 per month per person. Oyster stated that dewatering is completed as far as he knows.

**DEPARTMENT REPORTS:**

**FIRE DEPARTMENT – MIKE MADSEN-FIRECHIEF-** Madsen stated that there were 10 calls for the month; 4 fire, 1 mutual aid fire with Staples and 5 medical calls. Madsen stated that on September 14th, 2019 Verndale will be hosting a large-scale drill on a railway accident involving crude oil instead of propane. Madsen stated that the next meeting date is Aug. 27 table top at 6 pm at the Fire Hall. Madsen stated that he would like approval to purchase turnout gear for Carkhuff as he doesn’t fit into any of the gear they have. Madsen stated that he has a quote for $2238.00.

A motion was made by Carr to approve the purchase of the turnout gear at the quoted price of $2238.00 for Carkhuff, seconded by Ackerson. AIF/MC

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**LIQUOR STORE - MELISSA CURRENT-** Current stated that sales increased $8,323.07 over last year. Current stated that there was a Net Loss of $30,372.43 for the month. Current stated that there is a Net Loss for the year $14,583.02. Current stated that the following expenses contributed to the loss: $27,112 Bathroom remodel, $10,449 paid for bills that would have been paid for in August and $1564 for shirts to sell and images. Current asked the Council about changing the dates that the Liquor Store bills are being paid from the 1st and 15th to the 15th and the last day of the month. Current stated that by changing the dates bills won’t get carried into the next month. Council agreed to pay bills the 15th and the last day of the month. Current stated that Verndale Days sales increased $2,232.76 over last year. Current stated that karaoke went well. Current stated that the bar will need 3 bartenders inside next year on Sat. night. Current stated that four teams played Beer Pong. Current stated that a later start time is being looked at for next year. Current stated that Aitas will be performing Sat. August 17 from 8:00 pm – 12 am and that the bar would like the street blocked off. Current stated that she will be gone August 19- 23. Current stated that the Liquor Store is interested in being open on Sundays for sporting events. Current stated that one of the bar tenders offered to work them. Current stated that the City would need to pass a Resolution to have Sunday Liquor Sales. Current stated that state statue says the Liquor Store can operate between 11 am and 6 pm on Sundays.

A motion was made by Erckenbrack to approve Resolution 19-0812A – A Resolution Approving Sunday Liquor Sales During Sporting Events, seconded by Carr. AIF/MC

**POLICE CHIEF-CORY CARR-** Carr stated that Tyler Savaloja scored the highest on the interviews and has almost completed his background check and will be going in for his physic eval. Carr stated that he wanted approval to hire this meeting instead of waiting until September.

A motion was made by Ackerson to approve hiring Tyler Savaloja as the School Resource Officer, seconded by Carr. AIF/MC

**PUBLIC WORKS- MATT USELMAN-MANAGER-** Uselman stated that the paving of 4th Ave by the School was completed on Friday August 9. Uselman stated that Verndale Days went well and so did clean up. Uselman stated that MDH was here for their annual sanitary survey. Uselman stated that they are excited to see the treatment plant in operation. Uselman stated the they will be here to sample Well #1 for unregulated contaminants this Fall. Uselman stated that Mn Energy came for a meeting to put up one antenna on the siren pole so they can read all the gas meters in town without walking to every house. Uselman stated that they received the City’s agreement package and a permit application. Ludovissie asked if the City can charge rent. Uselman stated yes, the City would charge $175 for the year. Uselman stated that if MN Energy puts up an antenna their system can do water meters. Uselman stated that all the information would go to a third party and then get sent back to us. Uselman stated that they could possibly

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charge the City to use their system. Uselman stated he was looking at meters that he could drive around and read and then the data doesn’t go anywhere else first. Uselman stated that he is working with a plumber to get gas meters in residences on Eastside Drive that are now hooked up to water and/or sewer. Uselman stated that there are four new water/sewer customers and possibly two more by the end of the year. Erckenbrack asked if Eastside Drive was going to stay how it is now. Uselman stated no, it will be completed in a few weeks/months. Uselman stated that he will be taking a vacation day on August 23. There was discussion about there being roller blade marks in the new pavement by the school.

**CLERK/TREASURER- BARBARA HOLMES-** Holmes requested approval to transfer $27,397.58 from the Water Money Market Account and $21,348.95 from the Sewer Money Market Account for a total of $48,746.53 to the General Fund Checking Account for the Minnesota PFA payments for MPFA-DWRF-L-FY19, MPFA-07-0047-R-FY09, MPFA-08-0058-R-FY09, and MPFA-11-0026-R-FY11.

A motion was made by Carr to approve transferring $27,397.58 from the Water Money Market Account and $21,348.95 from the Sewer Money Market Account for a total of $48,746.53 to the General Fund Checking Account for the Minnesota PFA payments for MPFA-DWRF-L-FY19, MPFA-07-0047-R-FY09, MPFA-08-0058-R-FY09, and MPFA-11-0026-R-FY11seconded by Erckenbrack. AIF/MC

**OLD BUSINESS:**

1. Sign – Current stated that she found a six-foot-high by nine feet wide sign for $9,975.00, six feet high by 12 feet wide sign for $12,575 or an eight-foot high by eight-foot-wide sign for $9,875.00.

A motion was made by Ackerson to approve purchasing the eight-foot-high by eight-foot-high foot sign for $9.875.00, seconded by Carr. AIF/MC

**NEW BUSINESS:**

1. Deed- 1 time offer to utilize MIF Loan Funds –

Current stated that the City can keep 80% of the money and 20% gets sent to DEED but the City needs to tell the Minnesota Department of Employment and Economic Development where the money will be used. There was discussion about putting cement sidewalks in the park for accessibility to the park and shelters. Tabled until next meeting.

1. PAWS 2019 Bingo License

A motion was made by Erckenbrack to approve PAWS 2019 Bingo License, seconded by Ackerson, AIF/MC

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1. Resolution 19-0812- Accepting Donation

A motion was made by Carr to approve Resolution 19-0812 A Resolution Accepting a Donation from the Verndale Fire Relief Association in the amount of $5,000 for the purchase of equipment, seconded by Erckenbrack. AIF/MC

1. Cell Phone Policy

A motion was made by Erckenbrack to approve the changes to the Cell Phone Policy, seconded by Ackerson. AIF/MC

1. Wadena County Humane Society

Current stated that the Wadena County Humane Society wants an updated signed contract with the City of Verndale. Ludovissie stated that City can’t find middle ground with them.

A motion was made by Erckenbrack to reject signing a contract with Wadena County Humane Society, seconded by Carr. AIF/MC

**OTHER BUSINESS:**

Ackerson stated that the WWI monument at McNair park has a broken globe and he would like to see it fixed. Ludovissie asked Uselman to look into the cost of fixing the globes and getting electricity to the monument.

Erckenbrack asked Chief Carr to do another drive around for properties that need to be cleaned up. Erckenbrack expressed concerns over people living in campers and asked Chief Carr to look into it.

A motion was made by Carr to adjourn the meeting at 7:15 pm, seconded by Erckenbrack. AIF/MC

**Submitted by: Attest:**

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Melissa Current, Deputy Clerk Raye Ludovissie, Mayor