**CITY OF VERNDALE**

**WADENA COUNTY, MINNESOTA**

**SPECIAL COUNCIL MEETING MINUTES**

**Monday December 21, 2020**

**6:00 pm**

**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; Matt Uselman, Public Works Manager; Melissa Current, City Clerk/Treasurer

**STAFF ABSENT**: None

**VISITORS PRESENT:** Robin Fish, Darin Fellbaum, Ryan Odden, Anthony Stanley and Daryl Jacobson

**Oath of Office:** Daryl Jacobson – Council Member, Anthony Stanley – Council Member and Tara Erckenbrack - Mayor

**ACKNOWLEDGE VISITORS**

**Darin Fellbaum – Wadena County Future Projects:** Fellbaum stated that they are looking for approval from the Council on Resolution 20-1221- Approving County Project within the Municipal Corporate Limits. Fellbaum stated that milling, bituminous overlay and some sidewalks will be done on CSAH 23 between 5th Ave SW and BNSF Railroad and CSAH 51 between 2nd Ave and BNSF Railroad and Brown St and Butler St.

A motion was made by Erckenbrack to approve Resolution 20-1221 – Resolution Approving County Project within the Municipal Corporate Limits, seconded by Ackerson. AIF/MC.

**NEW BUSINESS:**

1. Comp. time: Current stated that this is normally paid out at the end of the year.

A motion was made by Runyan to approve paying out comp. time at the end of the year, seconded by Carr. AIF/MC.

1. Vacation time

Chief Carr suggested changing the employment policy to allow a certain number of hours to be carried over to the following year. Council will talk about this in January.

A motion was made by Ackerson to approve a vacation extension for Matt Uselman so that he has until the end of February 2021 to use his vacation, seconded by Runyan. AIF/MC.

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Regular Council Meeting

1. Review of Department budgets

Current stated that she needed approval to transfer $54,145.95 from the General Fund Checking Account to the Sewer Money Market as the GO loans were paid using sewer funds instead of being split with water.

A motion was made by Carr to approve the transfer of $54,145.95 from the General Fund Checking Account to the Sewer Money Market Account, seconded by Erckenbrack. AIF/MC.

Current stated that she needed approval to transfer $58,732.05 from the Water Money Market to the General Fund Checking account to cover the GO loans that were paid.

A motion was made by Carr to approve the transfer of $58,732.05 from the Water Money Market Account to the General Fund Checking Account, seconded by Erckenbrack. AIF/MC.

*Fire Department*: Ludovissie stated that there is $8,946.00 left in the budget right now. Madsen stated that he would like to transfer this to the General Fund Money Market committed to the truck fund. Madsen stated he would also like to transfer money from the General Fund Money Market to the General Fund Checking Account to pay off the Rescue Van as this would save them $800.00 to $1,000.00 in interest.

A motion was made by Ackerson to approve the transfer of $8,946.00 or whatever is left in the Fire Department budget to the General Fund Money Market Account committed to the Truck Fund, seconded by Runyan. AIF/MC.

Current stated that the transfer to the General Fund for the Rescue Van payment should wait until January as the final payment for the Rescue Van wouldn’t happen until 2021.

*Buildings:* Ludovissie stated that there is $5,090.00 left. Uselman stated he’d like to move that to the General Fund Money Market committed to Buildings.

A motion was made by Erckenbrack to approve the transfer of $5,090.00 or whatever is left in the Buildings budget to the General Fund Money Market committed to Buildings, seconded by Carr. AIF/MC.

*Police:* Ludovissie stated that there was no money to transfer. Current stated that Chief Carr had included a quote for the body cams. Chief Carr stated the City will be piggybacking on the Wadena County server. Chief Carr stated that the City would need to pay for the cameras all at once unless they wanted to set something up on the Cloud. Ludovissie expressed concern about being hacked on the Cloud. Chief Carr stated that the quote is for two (2) body cams and a squad car camera and is $3,460.00 more than budgeted. Ludovissie asked if an adjustment would need to made to the budget. Current stated no, the City should be ok as there should be extra funds in her budget that she isn’t moving so that will stay in the General Fund Checking Account.

A motion was made by Erckenbrack to approve the purchase of body cams from Watch Guard in the amount of $7,060.00, seconded by Carr. AIF/MC.

Chief Carr asked if he could place the order. Current stated that the Invoice date needs to be in 2021 so that it comes out of the 2021 budget.

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*Parks:* Ludovissie stated that there is $3,814.00 left in the budget. Uselman stated that he would like to transfer this to the General Fund Money Market committed to Parks.

A motion was made by Ackerson to approve the transfer of $3,814.00 or whatever is left in the Parks budget to the General Fund Money Market committed to Parks, seconded by Runyan. AIF/MC.

*Water*: Ludovissie stated that there is $10,353.00 left in the budget to get transferred to the Water Money Market Account.

A motion was made by Erckenbrack to approve the transfer of $10,353.00 or whatever is left in the Water budget to the Water Money Market Account, seconded by Carr. AIF/MC.

*Sewer:* Ludovissie stated that there is $38,876.00 left in the budget to transfer to the Sewer Money Market Account; this is mainly due to the bond payment interest being less than budgeted.

A motion was made by Carr to approve the transfer of $38,876.00 or whatever is left in the Sewer budget to the Sewer Money Market Account, seconded by Ackerson. AIF/MC.

**OTHER BUSINESS:**

1. Uselman – Fuel Lines on Old Plow Truck: Uselman stated that he talked with Gary’s Diesel in Staples and they gave him a quote for $500.00 so Uselman told them to do it.
2. Ordinance Meeting Date: Council agreed to meet on Tuesday, January 19, 2021 at 6:00 pm to review the Ordinances and recommendations sent over from American Legal
3. Sourcewell – Nominations: Current stated that each Council member could vote in the Board of Director Elections. Current stated that she needed to have the ballots mailed by February 2, 2021.
4. Water Tower Project E-mail: Current stated that at the last meeting the Bid Award was contingent on RD approval and City Attorney approval. Current stated that she received an email from the Engineer today stating that he had talked to the City attorney and he stated that unless the Council had an objection that he would not provide further review as it is already being reviewed by Rural Development.

A motion was made by Erckenbrack to approve the attorney’s decision to not provide further review of the Bid Award, seconded by Runyan. AIF/MC.

A motion was made by Erckenbrack to adjourn the meeting at 6:32 pm, seconded by Carr. AIF/MC.

**Submitted by: Attest:**

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Melissa Current, City Clerk/Treasurer Tara Erckenbrack, Mayor