**CITY OF VERNDALE**

**WADENA COUNTY, MINNESOTA**

**REGULAR COUNCIL MEETING MINUTES**

**Monday February 10, 2020**

**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:** Cory Carr, Police Chief; Melissa Current, City Clerk/Treasurer; Matt Uselman, Public Works Manager

**STAFF ABSENT**: Michael Madsen, Fire Chief

**VISITORS PRESENT:** Amos Self, Family Life Church; Clif Allen, Moore Engineering; Robin Fish

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

**CONSIDERATION OF MINUTES AND FEBRUARY PAYABLES**

A motion was made by Carr to approve the January 13, 2020 Regular Meeting Minutes as written, seconded by Erckenbrack. AIF/MC

A motion was made by Erckenbrack to approve the February payables in the amount of $87,134.60, seconded by Runyan. AIF/MC

**ACKNOWLEDGE VISITORS**

**Clif Allen - Moore Engineering:** Allen recommended approval of partial payment estimate no. 12 for Eagle Construction.

A motion was made by Carr to approve Eagle Construction’s application for payment No. 12 in the amount of $108,265.56 seconded by Ackerson. AIF/MC

Allen stated that there is a desire to expand the parking lot a little bit for maneuverability.

A motion was made by Ackerson to approve Change Order #5 in the amount of $7,795.38 for changes made to the parking lot at the Treatment Plant, seconded by Runyan. AIF/MC

Allen stated that he has verbal approval from MN State Health Department for the plans for the Water Tower. Allen stated that they are struggling to get approval from USDA Rural Development. Allen stated that there are two issues. The first is that the lot where the tower is

Page 2

February 10, 2020

City of Verndale

Regular Council Meeting

going is tax forfeited and USDA needs a clear title for the City, which requires Quiet Title Action. Current stated that it will cost the City $2,000 to $3,000 to get a Quiet Title Action done so it requires Council approval. Allen stated that item number two is that an Environmental Review needs to be done for the new tower location as well as the current site. Allen stated that RD is doing the review themselves as a CATX (Category Exclusion), but he doesn’t know if DEED will except a CATX or it they need the EA (Environmental Assessment). Allen stated that both agencies are using federal funds; their hope is that RD will prevail and their CATX will cover both agencies. Allen stated they are having a hard time getting RD and DEED on the same page and getting clarity on that. Allen stated that contractors aren’t wanting to bid towers that are to be completed by 2020. Allen stated that the Tower should get bid with construction in 2020 but the final completion would be in 2021. Allen stated that meters are included in the bidding process and suggested that they can have their own milestone completion date as long as everything can get settled in the next couple months. Allen stated that if things aren’t settled; then the meters might need to get separated from the project.

A motion was made by Runyan to approve the City attorney doing a Quiet Title Action in the amount of $2,000 to $3,000 on the Water Tower property, seconded by Erckenbrack. AIF/MC

**DEPARTMENT REPORTS:**

**FIRE DEPARTMENT – MIKE MADSEN-FIRE CHIEF-** Ludovissie stated that the Council could read Madsen’s report. Carr stated that the Fire Department committee should be at the Township meeting on February 18.

**LIQUOR STORE - MELISSA CURRENT-** Ludovissie stated that Sunday’s have been going well for the bar. Current stated yes; the Liquor Store would like to be open 11 am to6 pm everySunday.Current stated that hours of operation could be adjusted if these hours don’t seem profitable.

A motion was made by Erckenbrack to approve Sunday On & Off Liquor Sales, seconded by Runyan. AIF/MC

Current stated that Mitch Gerard will be playing at the bar on Feb. 15 from 8:30 pm – 12:30 am. Current stated that he plays classic hits with acoustic twists. Current asked when Verndale Days will be as there will be employees gone the weekend of July 24. Ludovissie stated that Verndale Days will be July 31 – Aug. 2. Current stated that the bar will be doing Bingo on Tuesday nights from 7 pm – 9 pm.

**POLICE-CORY CARR-POLICE CHIEF-** Chief Carr stated that he had estimates for the equipment for the new vehicle. Chief Carr stated that it would be about $5,000 for equipment and about $5,000 for a computer for the vehicle. Chief Carr stated that this brings the total cost of the vehicle to about $41,000. Chief Carr stated that there are forfeiture funds he can use for some equipment and there’s money in the Police Money Market to pay for the vehicle.

Page 3

February 10, 2020

City of Verndale

Regular Council Meeting

A motion was made Ackerson to approve purchasing a Durango and the equipment needed to make it a Police vehicle for a total cost of about $41,000.00, seconded by Carr. AIF/MC

A motion was made by Runyan to move $34,083.19 from the Police Money Market account to the General Fund checking account to help pay for the Durango, seconded by Carr. AIF/MC

**PUBLIC WORKS- MATT USELMAN-MANAGER-** Uselman stated that the School has asked to make 4th Ave a one-way street; either all the time or during pick-up and drop-off times. Council agreed that it will cause confusion and declined the idea. Council suggested having the school start School Patrol again. Uselman stated that the Verndale Alliance Church has asked to have the road in front of the park (1st Ave) and part of main street blocked off for their Father’s Day Motor Show. Council agreed. Uselman stated that the vacation he carried over (24 hours) might not get used by the end of the month. Uselman asked for an extension into March.

A motion was made by Runyan to approve the extension of Uselman’s vacation into March, seconded by Erckenbrack. AIF/MC

Uselman stated that he has a quote for drive over hose ramps in the amount of $1,591.90 for a set of two. Uselman stated that these would be used in the Spring to pump water off the road.

A motion was made by Ackerson to approve the purchase of the hose ramps in the amount of $1,591.90, seconded by Carr. AIF/MC

Uselman stated that in order to get a street sweeper that is OSHA compliant it needs to be at least a 2008 and that brings the price up to about $115,000.00. Uselman stated that he has about $72,000.00 available in funds to go toward the purchase if the City will allow General Funds to be used for the purchase. Uselman stated that the City would need to look at either purchasing at the full cost or leasing the sweeper until it is paid off. Uselman stated that he could continue to budget $15,000 each year for a lease payment. Erckenbrack asked if the City could take out a loan rather than a lease. Current will check into this.

A motion was made by Ackerson to approve looking for street sweepers in the amount up to $115,000.00 with final approval to purchase or lease made by the Street Committee, seconded by Erckenbrack. AIF/MC

Uselman stated that the Treatment Plant will be operational and online March 24. Uselman stated that he will be gone March 3-5 for the MN Rural Water Conference.

**CLERK/TREASURER- MELISSA CURRENT**- Current stated that she needs approval to transfer $7,768.44 from the Water Money Market account and $44,581.56 from the Sewer Money market account to the general Fund Checking account to pay for the water and sewer loan payments to Northland Trust.

Page 4

January 10, 2020

City of Verndale

Regular Council Meeting

A motion was made by Carr to approve the transfer of $7,768.44 from the Water Money Market account and $44,581.56 from the Sewer Money Market account to the General Fund Checking account to pay for the water and sewer loan payments to Northland Trust, seconded by Erckenbrack. AIF/MC

Current stated that she needs approval to change the rate that gets put into the Water Money Market from 35 % to 45 % to cover the debt owed. Erckenbrack asked where the percentage comes from. Current stated that the money taken in from water and sewer bills gets split between the money market and the general fund and more money needs to go to the money market.

A motion was made by Ackerson to approve changing the amount of money going into the Water Money Market from 35% to 45%, seconded by Carr. AIF/MC

Current stated that the Presidential Primary Election will be held on March 3 and polls will be open from 7 am to 8 pm. Current stated that she will be gone March 16-19 to attend the MCFOA Clerk’s Conference. Current stated that Naomi Moyer has asked if she can have the trumpeting angel that used to be displayed at Christmas. Carr stated that her understanding is that the City can’t just give something to one person; it would need to go out for bids. Erckenbrack stated that she thought Moyer was planning to fix it and give it back to the City. Erckenbrack stated to talk with Moyer and find out her intentions and go from there.

**OLD BUSINESS:**

1. Board of Review- April 7 at 3:00 pm.

Current stated this is the date the County has given the City if that date doesn’t work, the City needs to let the County know.

**NEW BUSINESS:** None

**OTHER BUSINESS:**

1. Sourcewell Annual Meeting- April 15 @ 5 pm - Brainerd

Current stated that this is for the Students of Characters Celebration if anyone wants to go, they need to fill out a form.

A motion was made by Erckenbrack to adjourn the meeting at 6:58 pm, seconded by Ackerson. AIF/MC.

**Submitted by: Attest:**

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Melissa Current, City Clerk/Treasurer Raye Ludovissie, Mayor