**CITY OF VERNDALE**

**WADENA COUNTY, MINNESOTA**

**REGULAR COUNCIL MEETING MINUTES**

**Monday April 2, 2018**

**6:00 p.m.**

**Verndale City Hall**

**101 Brown St. SW**

**MEMBERS PRESENT:** Raye Ludovissie, James Ackerson, Tara Erckenbrack

**MEMBERS ABSENT:** Ardith Carr, Jim Runyan

**STAFF PRESENT:** Barbara Holmes, City Clerk/Treasurer; Gary Rosenthal, Liquor Store Manager; Cory Carr, Police Chief; Matt Uselman, Public Works Manager; Melissa Current, Deputy Clerk

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

**VISITORS PRESENT:** Marlo Benning, Verndale Sun; Joeb Oyster, Moore Engineering; Robin Fish, Immanuel Lutheran Church Bartlett Township; Don Weniger

**OPENING PRAYER:** The opening prayer was led by Robin Fish, Immanuel Lutheran Church Bartlett Township.

**CONSIDERATION OF MINUTES AND APRIL PAYABLES**

A motion was made by Erckenbrack to approve the March 12h, 2017 Rescheduled Regular Council Meeting Minutes and the March 26th, 2018 Special Meeting Minutes as written, seconded by Ackerson. AIF/MC

A motion was made by Erckenbrack to approve the April payables in the amount of $56,587.95 seconded by Ackerson. AIF/MC

**ACKNOWLEDGE VISITORS**

**Joeb Oyster - Moore Engineering:** Ludovissie stated that he would like prices for the roof types. Oyster stated that the first two roofs would probably be the most expensive, the last three would be pretty equal in price. Uselman stated he would like the treatment plant to have storage space. Oyster stated he doesn’t have prices yet. The council discussed which roof types and treatment plant designs they liked and picked a number one and number two but a decision wouldn’t be made until prices are known. Oyster stated that Uselman and himself discussed tower location on Thursday, they still haven’t heard anything from BNSF. Oyster stated he looked at a site on the North side of town and Uselman looked at a site on the South. Oyster

stated that either site would work, the site on the North is owned by Carr’s. Oyster stated he

Page 2

April 2, 2018

City of Verndale

Regular Council Meeting

would like to get the location finalized to get the geotechnical done. Erckenbrack asked where the South side location was at. Uselman stated it’s Wayne Mills’ property; he talked to him and he’s not super thrilled about it, but Mills said to put him at the bottom of the list. Ludovissie asked about the property by Brownlow’s. Uselman stated that that property would still work. Holmes stated that the property address is 19 3rd Ave SE. Oyster stated that he would go look at the property. Ludovissie asked about the radio read meters. Oyster stated that the City would get a hand-held reader to drive around with that would take the meter readings without having to walk up to each house. Oyster stated that it sounds like the City’s meters are new enough that they could be upgraded with that attachment. Oyster stated that it would cost about $100,000 to add this on. Oyster stated that he hasn’t talked to the funding agency to see how it fits in. Oyster stated that he could add it to the PPL application, he hasn’t sent it in yet. Oyster stated that the Council has approved it, but if they want to amend it, he can add those in with no commitment since it hasn’t been signed yet. Erckenbrack stated that if the City gets it funded they could do it, otherwise probably not. Oyster stated that with the change of the site for the treatment plant he has to get Geotech back in, if tower location was known he could do both locations at the same time. Oyster stated it could probably wait another month. Erckenbrack asked if the City still has the option to take the property back that is by Brownlow’s. Holmes stated that the property should be coming back up on auction again or the City could apply to have the property given to the City for a tower location. Holmes stated that the City wouldn’t have to pay for it if they would give it to the City this time. Ludovissie stated that if the tower wasn’t going in the park that would be the next option because the City wouldn’t be bugging anyone on that, and the City wouldn’t have to pay any money for it. Uselman stated that there would be demolition costs. Oyster stated that there may need to be another appraisal done for State purchasing since the City is now buying from ORW Holdings instead of the Stave’s. Oyster stated that the Pilot Study should be operational tomorrow.

**DEPARTMENT REPORTS:**

**LIQUOR STORE- GARY ROSENTHAL-MANAGER**- Rosenthal stated that the Liquor Store was closed on Monday March 5th due to the snow storm. Rosenthal stated that Karaoke night had a till total of $1502.00. Rosenthal stated that for the March Texas Hold-Em he had 20, 14, 15 and 18 players. Rosenthal stated that he will continue Hold-Em through April. Ackerson asked how those numbers compare to last year. Rosenthal stated that they are almost double from last year because he’s in a different league this year. Rosenthal stated that he had some comp hours due to a new hire. Rosenthal stated that both new employees had planned to attend school out of area this Fall, but with a change in individual plans, both will be in the area this Fall and available to work at the Liquor Store. Rosenthal stated that he is expecting a big turnout for the Fireman’s Auction. Rosenthal stated that there was an incident at the bar where someone took $5 off the bar counter. Rosenthal stated that the individual was caught on camera, but they haven’t decided the consequences yet. Rosenthal stated that the bar will probably suspend

service to that individual for a period of time yet to be determined. Rosenthal stated that there

Page 3

April 2, 2018

City of Verndale

Regular Council Meeting

was a net loss of $1283 for the month. Rosenthal stated that there was an additional insurance cost of $2029. Rosenthal stated that the total insurance cost for the year was $6099 compared to $5389 last year. Holmes stated that the rates went up. Rosenthal asked Holmes if the Liquor Store got the 20% discount for the cameras. Homes stated yes, it’s just that the rates went up besides. Rosenthal stated that beer and liquor costs were high and in order to keep prices more competitive he is purchasing in 100 case quantities. Rosenthal stated that the other distributor he orders from, he orders every 6 to 8 weeks to meet the minimum case requirements, so the orders are larger in the month he orders them. Rosenthal stated that effective April 2nd tap beer prices would go up .25 a glass and the pizza special will go up .50. Ackerson asked Rosenthal if he was taking advantage of the MMBA conference. Rosenthal stated that he doesn’t want to go because of the cost and the time. Ackerson asked if he had ever been to it. Rosenthal stated yes, when it was in Brainerd. Rosenthal stated that if the Council wants him to go he would go. Holmes stated that Ardith Carr will be going and there are several sessions that look really good. Ackerson stated that he wants Rosenthal to go because he wants to go not because the Council tells him to go. Holmes stated that at the League of MN Cities loss and safety workshop it was stated that the Liquor Stores are being hit for ADA compliance. Rosenthal stated that he thought the Liquor Store was grandfathered in. Uselman stated that with ADA there is no grandfathered in. Holmes stated that the only thing that is grandfathered in is the bathroom. There was discussion about being ADA compliant. Ackerson stated that the Liquor Store does need a little face lift, including a new window and door. Holmes stated that that should be addressed with the Building Committee.

**FIRE DEPARTMENT- MICHAEL MADSEN- FIRE CHIEF-** Holmes stated that Madsen wasn’t able to attend the meeting, Holmes read Madsen’s report.There were 5 calls for the month, 4 were medical and 1 was a mutual aid fire call to Wadena. The Fireman’s auction will be Sat. April 21st. The Fire Department will be doing a mock car accident for the high school students for prom Friday April 20th at 1:30 pm. Holmes stated that the Fire Department would like approval to sell the old rescue van on the auction with the proceeds going toward the loan on the new van.

A motion was made by Ackerson to approve the Fire Department putting the old rescue van on their auction with proceeds going toward the loan on the new rescue van, seconded by Erckenbrack. AIF/MC

**POLICE DEPARTMENT- CORY CARR- POLICE CHIEF-** Chief Carr stated there were not any major accidents with the snow storms, but a lot of cars in the ditch. Chief Carr stated that the Humane Society is still talking about having a contract signed. Chief Carr stated that he put some stipulations in on their end that before the dog is released it needs to be up to date on its rabies shots and the dog needs to be registered with the City. Chief Carr stated that the Humane

Society wants $50. Ludovissie stated that the City isn’t interested in doing a contract with the

Page 4

April 2, 2018

City of Verndale

Regular Council Meeting

Humane Society. Chief Carr stated that the Council had talked with Officer Houtari about what

they do in Menahga. Chief Carr stated that in Menahga they have their own dog kennel. Chief Carr stated that he tries to figure out who owns the dog and then the dog owner will get one warning if their dog is running around town, after that the dog will get taken to the pound. Chief Carr stated that the City got the truck back from getting the necessary repairs.

**PUBLIC WORKS- MATT USELMAN-MANAGER-** Uselman stated that the Pilot Study took all last week to get everything up and running. Uselman stated that he will be getting trained on how to run the machine this week. Uselman stated that the west end of 4th Ave South in front of the School is starting to break up. Uselman stated that once the weather changes he will get some class 5 for it. Uselman stated that he may have to get a quote to patch the west end this Summer, if the City can afford to. Uselman stated that he doesn’t have much in the budget for streets. Uselman stated that he may need to get a quote to patch where the water main brake was. Uselman stated that the County doesn’t seem to be in a hurry to fix it. Uselman stated that the City will need to pay to get it fixed since it was the City’s fault it had to be dug up. Uselman stated that he needs a light and stickers for the new truck. Uselman asked the Council if he could sell the green truck with the plow and purchase a V plow to put on the new city truck (not the red diesel truck). Ludovissie asked Uselman what he could get for the green truck. Uselman stated he was hoping to get $2,000 for it. Uselman stated that he has money for street equipment that would cover the cost of the plow. Erckenbrack asked if the green truck was put on the auction, could a base rate could be set. Weniger stated yes, he thought it cost $20 to put a reserve on it. Ludovissie asked how much a new plow cost, $7,000. Uselman stated $7,000 installed. Uselman asked Holmes if the plow expense would be split like the truck expenses costs are split since he would use it to plow the Cemetery. Holmes stated no, it’s mainly used for streets.

A motion was made by Ackerson to approve putting the green truck with the plow on the Fireman’s Auction with a reserve of $2,000, seconded by Erckenbrack. AIF/MC

**CLERK/TREASURER- BARBARA HOLMES-** Holmes asked the Council to increase the debit card limit to the $750 that City employees are allowed to spend without Council approval, right now the limit is $500.

A motion was made by Erckenbrack to approve increasing the debit card limit from $500 to $750, seconded by Ackerson. AIF/MC

Holmes stated that the Workman’s Comp audit was completed on March 20th and the City has received notification that it will be receiving a $1180 refund. Erckenbrack asked where the refund goes back to. Holmes stated it gets split back to the departments it was taken from. Holmes stated that she registered Ardith Carr to attend the LMC Annual Conference in St. Cloud

on June 20 – 22nd. Holmes asked the Council if anyone else wanted to go. The Council replied

no. Holmes stated that Carr also agreed to attend the MMBA conference April 28 – May 1st for

Page 5

April 2, 2018

City of Verndale

Regular Council Meeting

the Liquor Store. Holmes stated that Melissa Current is scheduled to attend a David Drown Assoc. session on TIF, Tax Abatements & Bond Issues through NJPA on April 27th. Holmes stated that it costs $30. Holmes stated that Current will be attending the Clerk’s Institute from April 30th – May 4th. Holmes stated that the City received a $300 scholarship through MCFOA, so for this year the Clerk’s Institute will only cost the City $145 for that portion, the City will still need to pay for the hotel and food.

**NEW BUSINESS:**

Erckenbrack asked if there is a business out on Highway 10 that is selling a bunch of crap and are they licensed to be a commercial business. Holmes asked which business was out on Highway 10. Erckenbrack stated whoever bought the Stave’s house. Holmes stated Brian Hagen. Erckenbrack stated there is a bunch of items sitting out on display. Uselman stated he didn’t think Hagen was considering it a business. Ludovissie stated he is considering it storage right now. Holmes stated that the County did call and ask about it too. Holmes stated that Hagen had called her and stated that the property wasn’t being used as commercial property. Erckenbrack stated that things are displayed out front. Ludovissie stated that Hagen should come to the next meeting and explain what his intentions are.

**OLD BUSINESS:** None

**OTHER BUSINESS:** None

A motion was made by Erckenbrack to adjourn the meeting at 6:47 pm, seconded by Ackerson. AIF/MC

**Submitted by: Attest:**

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Melissa Current, Deputy Clerk Raye Ludovissie, Mayor