**CITY OF VERNDALE**

**WADENA COUNTY, MINNESOTA**

**REGULAR COUNCIL MEETING MINUTES**

**Monday May 10, 2021**

**6:00 pm**

**Verndale City Hall**

**101 Brown St SW**

**MEMBERS PRESENT:**  Ardith Carr, Tara Erckenbrack, Daryl Jacobson

**MEMBERS ABSENT:** Jim Runyan, Tony Stanley

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

**STAFF ABSENT**: Michael Madsen, Fire Chief; Cory Carr, Police Chief

**VISITORS PRESENT:** Clif Allen, Moore Engineering, Steve Schmitz. Fire Department; Robin Fish

**OPENING PRAYER:** The opening prayer was led by Daryl Jacobson, Verndale Alliance Church.

**CONSIDERATION OF MINUTES AND MAY PAYABLES**

A motion was made by Carr to approve the April 12, 2021 Regular Meeting Minutes as written, seconded by Jacobson. AIF/MC.

A motion was made by Jacobson to approve the May payables in the amount of $33,393.82, seconded by Carr. AIF/MC.

**ACKNOWLEDGE VISITORS:**

**Clif Allen - Moore Engineering:** Allen gave project updates. Allen stated that he has Partial Pay Estimate #3 for Contract C – Water Tower Replacement in the amount of $128,751.60 for Maguire Iron for 30% of the foundation work completed and materials on hand.

A motion was made by Carr to approve Partial Pay Estimate #3 for Maguire Iron in the amount of $128,751.60, seconded by Jacobson. AIF/MC.

Allen stated that the City doesn’t currently have a Master Service Agreement with Moore Engineering and it is encouraged to have one. Allen stated that this agreement would apply when they aren’t providing services that coincide with a project such as land surveying.

A motion was made by Carr to approve the Master Service Agreement with Moore Engineering, seconded by Jacobson. AIF/MC.

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Allen stated that he would like approval of Task Order 1 to the Master Service Agreement which approves the billing schedule for General Engineering Services.

A motion was made by Jacobson to approve Task Order 1 to the Master Service Agreement, seconded by Carr. AIF/MC.

Allen stated that if there are concerns about lightning strikes with the new water tower rest assured that towers are very well grounded in multiple ways. Allen stated that there is a huge foundation underneath and huge anchor bolts that are bolted to the metal structure itself. Allen stated that the bolts go at least four feet into the concreate. Allen stated that the main riser stem that is filled with water going up the middle is made of ductal iron and it goes all the way down underground and out the tower; there couldn’t be a better grounding rod. Allen stated that there would still be the typical grounding requirements for electrical components as required by State electrical codes. There was discussion about Water Tower and logo colors. Council agreed to design number 2 with Fairway and Black for the tower and the logos to be Black. Verndale would be visible from both sides of the highway and the pirates would be offset on the other sides of the tower.

**DEPARTMENT REPORTS:**

**FIRE DEPARTMENT –STEVE SCHMITZ-** Schmitz stated that there were 7 calls; 2 were Fire and 5 were Medical. Schmitz stated that they will be holding their pancake feed May 22 with the Plant Sale from 8:30 am – 11:00 am at the Fire Hall. Schmitz stated that they would like to pay off the rescue van with the truck fund and the budgeted payment. Schmitz stated that a truck committee has been put together and they are looking into applying for a FEMA grant for the replacement of the number 1 pumper engine. Current stated that she is waiting to hear back from the leasing company to find out the payoff amount for the rescue van. Current stated that the current payment is $11,429.00 and approval to transfer funds for the payoff of the rescue van was needed.

A motion was made by Carr to approve transferring $11,429.00 from the General Fund Money market to the General Fund checking account for the payoff of the Rescue Van, seconded by Jacobson. AIF/MC.

Erckenbrack asked if they would come back to the Council if they get the FEMA grant and let them know what the requirements are. Schmitz stated yes, he thought that there would be a requirement of 5% matching funds.

**LIQUOR STORE - MELISSA CURRENT-** Current stated that there was a net profit of $5,943.21 for the month. Current stated that sales were up from 2019 in the amount of $2,144.60. Current stated that there is a need for bartenders and an assistant manager. Carr asked if the Liquor Store was open until midnight. Current stated no, because of staff shortage the liquor store is open until 11 pm on weekends. Current stated that she is trying to get outdoor entertainment for July 31.

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**POLICE-CHIEF CARR-** Chief Carr wasn’t in attendance.

**PUBLIC WORKS- MATT USELMAN-MANAGER-** Uselman stated that the City received a Certificate of Commendation again this year for exceptional compliance with MPCA. Uselman stated that MN Rural Water came into town and did a water asset management plan. Uselman stated that it basically lists all the infrastructures and breaks them down by age and condition which will help the City be more prepared for what needs to be replaced each year. Uselman stated that there was no cost to the City. Uselman stated that the City contacted the contractor regarding the force main break that occurred in March. Uselman stated that the City asked them to pay for the repairs since it looks like the main was hit when it was being installed; they declined. Uselman asked the Council if this matter should be taken any farther, because it’s going to have to get legal. Council was concerned about paying for an attorney and then getting nothing back and having an attorney bill to pay. Council asked Uselman to come back with more information on whether the main Contractor agreed with the subcontractor as to how things were done. Uselman stated that he has been working with a few different nonprofit, tax exempt agencies to see how the Custom Builders building could be used. Uselman stated that he would like Council to say whether or not to move forward with looking at purchasing the building. Uselman stated that if the City purchases the property the Lions would be looking to build a Community Center out there. Council agreed to move forward with looking into purchasing the building. Uselman stated that he was contacted about having the City offer to put out flowers or wreaths out at the cemetery, the City would order them and then charge a fee for doing so. Uselman stated that the City would put the flowers/wreaths out on the specific date requested. Uselman stated that he thought it was a good idea, but he didn’t think it would be utilized by people in this area. Carr stated that since the Cemetery is City owned it would be a lot more bookwork than for a company to offer this on their own. There was discussion about the Cemetery bylaws and approved containers. Uselman stated that anything not in an approved container would be removed on or after June 15. Uselman stated that Graba put in his resignation and his last working day will be May 23, 2021. Uselman stated that he is hoping to have the valley gutter and parking lot of the Bar laid down in June along with the sidewalks in the park.

**CLERK/TREASURER- MELISSA CURRENT**- Current stated that she virtually attended the Clerk’s Institute May 3-7. Current stated that she has enough education and experience points to apply for Certified Municipal Clerk designation. Current stated that she will be gone June 15 – 18 for the MCFOA Annual Conference that will be held in St. Cloud. Current stated that she will be gone on vacation July 8-9 and July 14-16. Current stated that the Ordinances came from the publisher so Council can review them before they are adopted at the next meeting. Current stated that the MIF loan money could be used for any lawful governmental expenditure so the money could be used for the back-alley project.

**OLD BUSINESS:** None

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**NEW BUSINESS:**

1. Resolution 21-0510 – Resolution Accepting a Donation from the Verndale Lions

A motion was made by Carr to approve Resolution 21-0510 – Resolution Accepting a Donation from the Verndale Lions in the amount of $13,579.96 to be put in their Building Fund, seconded by Jacobson. AIF/MC.

1. Community Corrections – Donation

Erckenbrack stated that she thought the City has used this program in the past and thought the City should donate if there’s money in the budget. Current stated that there isn’t left over money in the donation category, but there could be extra money in another category. Council decided to pass on donating this year and to have them contact the City during budget time.

**OTHER BUSINESS:** Uselman asked if Council needed to accept the resignation of Graba. Current stated yes.

A motion was made by Carr to accept the resignation of Chase Graba as Maintenance Staff effective May 23, 2021, seconded by Jacobson. AIF/MC.

Mayor Erckenbrack adjourned the meeting at 7:04 pm.

**Submitted by: Attest:**

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Melissa Current, City Clerk/Treasurer Tara Erckenbrack, Mayor