**CITY OF VERNDALE**

**WADENA COUNTY, MINNESOTA**

**REGULAR COUNCIL MEETING MINUTES**

**Monday May 11, 2020**

**5:00 p.m.**

**Verndale Fire Hall**

**102 Butler St SE**

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

**MEMBERS ABSENT:** None

**STAFF PRESENT:** Michael Madsen, Fire Chief; Matt Uselman, Public Works Manager; Melissa Current, City Clerk/Treasurer

**STAFF ABSENT**: Cory Carr, Police Chief

**VISITORS PRESENT:** Robin Fish, Immanuel Lutheran Church (Bartlett Township); Clif Allen, Moore Engineering; Trinity Gruenberg, Verndale Sun

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

**CONSIDERATION OF MINUTES AND MAY PAYABLES**

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

A motion was made by Erckenbrack to approve the May payables in the amount of $17,488.14, seconded by Carr. AIF/MC

**ACKNOWLEDGE VISITORS**

**Clif Allen - Moore Engineering:** Allen stated that he has four (4) potential action items.

Allen recommended approval of Partial Pay Estimate #15 for Eagle Construction. Allen stated that that contract should end being underrun by $20,000.

A motion was made by Ackerson to approve Partial Pay Estimate #15 in the amount of $25,709.30 for Eagle Construction, seconded by Erckenbrack. AIF/MC

A motion was made by Carr to approve paying the Moore Engineering Invoice in the amount of $6,761.12, seconded by Runyan. AIF/MC

Allen stated that he has Amendment #4 to Task Order #2 which covers the additional costs related to the extension granted to the contractor and redesign of site related to revision of well placement. Allen stated that there is about $50,000 left in contingency funding.

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A motion was made by Runyan to approve Amendment #4 to Task Order #2 in the amount of $23,400.00, seconded by Erckenbrack. AIF/MC

Allen stated that the last item is something to consider it doesn’t have to be done. Allen stated that on the contract with J & J Excavating the job is done but there is a lot of closeout documentation. Allen stated that Moore Engineering doesn’t have the closeout documents back. Allen stated that the City can make the final payment and the Certificate of Substantial Completion contingent on the closeout documentation coming in. Allen stated that the contract with J & J Excavating will be underrun by $7,542.85.

A motion was made by Carr to approve Partial Payment Estimate #5 (final) for J & J Excavating in the amount of $19,538.35 and give the mayor authorization to sign the Certificate of Substantial Completion contingent upon closing documents being received, seconded by Ackerson. AIF/MC

Allen stated that it is a waiting game right now for the Water Tower Project.

**DEPARTMENT REPORTS:**

**FIRE DEPARTMENT – MIKE MADSEN-FIRE CHIEF-** Madsen thanked the Council forbumping up the meeting to 5 pm.Madsen stated that there were 7 medical calls for the month. Madsen stated that they would like approval of the resolution for a grant through Sourcewell for a hose tester. Madsen stated that Scott Braith from Staples Fire is heading up this grant. Madsen stated that there will be two (2) hose testers, one (1) for Todd County and one (1) for Wadena County. Madsen stated that it sounds like it is funded 100% through Sourcewell.

A motion was made by Erckenbrack to approve Resolution 15-0511A – A Resolution to Approve Applying for a Grant Through Sourcewell for a hose tester, adaptors, nozzles and wrenches, seconded by Ackerson. AIF/MC

Madsen stated that Verndale Fire and Rescue received a Star Life Award from Tri County Heath Care for their efforts in saving a life. Madsen gave an overview of how they are handling calls right now. Madsen stated that they are postponing their pancake feed until further notice. Madsen stated that they are looking at having their auction in September.

**LIQUOR STORE - MELISSA CURRENT-** Current stated that there was a Net Loss of $21,706.73 for the month which includes $17,000 down payment for the roof remodel. Ludovissie asked Current how she would feel if the bar were to open on Monday for on-sale. Current stated that the Governor’s Executive Order doesn’t allow that yet. Ludovissie asked what the consequences are for not following the Order. Current stated $1,000 fine and up to 90 days in jail. Ludovissie asked who would be fining the City. Current stated the Police are in

charge of enforcing. Ludovissie stated that he was thinking that every other chair and stool

could be removed to allow for social distancing. Erckenbrack read the definition of Executive

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Order from Wikipedia and it states that they are not law upon citizens. Ludovissie stated that the

Liquor Store should be able to be open now and that is what he is recommending. Carr recommended writing a letter to the Governor. Ludovissie asked Current if she would be okay with opening and see what happens. Current stated yes. There was discussion about construction and its affects. Erckenbrack stated that employees should be contacted to see what their concerns and thought processes are and then Current should report back to the Liquor Committee for the final decision on the topic.

**POLICE-CORY CARR-POLICE CHIEF-** No Report

**PUBLIC WORKS- MATT USELMAN-MANAGER-** Uselman stated that the Bar back entrance remodel has begun and is coming together nicely. Uselman stated that the Treatment Plant parking lot will be paved on May 15. Uselman stated that the street sweeper should be here by middle to late May. Uselman stated that the old well houses are beginning to be removed. Uselman stated that if he remembers correctly sidewalks in the park were approved last year so he will put an ad in the paper to ask for bids. Uselman stated that an aerial picture is attached so they can see where the sidewalks will go. Uselman stated that there is a small stretch

of sidewalk on North Brown Street that needs to be replaced, he will get quotes. Uselman asked if this portion could get paid for by the grant too. Erckenbrack stated that if it comes in within the budget then yes. Erckenbrack stated that the grant funds are community funds. Uselman stated that he plans to purchase a cold mix tar pot for filling cracks on City streets. Uselman stated that last year he tried to get quotes to have a company come in to do it but never received a response. Uselman stated that having this would allow the City to do it themselves and it needs to be done this year for sure. Uselman stated that the cost is $682.50 for the tar pot and $625.00 for a 50-gallon drum of crack filler.

A motion was made by Ackerson to approve the purchase of the cold tar pot and the 50-gallon drum of crack filler at a cost of $1,307.50, seconded by Carr. AIF/MC

**CLERK/TREASURER- MELISSA CURRENT**- Current stated that residents have been asking about a summer sewer credit.

A motion was made by Carr to approve the summer sewer credit for June, July, and August, seconded by Ackerson. AIF/MC

Current stated that the County has asked if the City wants to move to mail balloting for the August 11 Primary, if so then the City needs to approve Resolution 20-0511. Council agreed that if residents don’t feel comfortable voting in person, they can vote absentee ballot.

A motion was made by Erckenbrack to decline participating in mail balloting, seconded by Runyan. AIF/MC.

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Current stated that since the City doesn’t hold a Primary for its offices the Affidavit of Candidacy runs from July 28 to August 11, 2020. Current stated that the Ordinances need to get

redone and the City has been budgeting for this for three years and now has the funds to do so.

Current stated that it would cost $6,975.00 so she needs approval. Current asked the Council if the City wants to pay $550 to have the publisher convert the City Code into a fully searchable format.

A motion was made by Erckenbrack to approve getting the ordinances redone and having it put in a searchable format by American Legal at a cost of $7,525.00, seconded by Carr. AIF/MC

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**OTHER BUSINESS:** Carr asked for Council opinion about letting the school use the baseball fields to hold graduation since it’s a City park and they don’t know if vehicles would be let unto school grounds.

A motion was made by Carr to offer the school the baseball field to hold graduation ceremonies, seconded by Runyan. AIF/MC

Erckenbrack asked if there was reports of people living in campers in the City. Uselman stated that Chief Carr had asked him about it, and he had seen it and they are allowed for 14 days. Erckenbrack stated that there are residences with garbage piling up outside and she would like law enforcement to be looking for that.

A motion was made by Erckenbrack to adjourn the meeting at 5:48 pm, seconded by Ackerson. AIF/MC.

**Submitted by: Attest:**

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Melissa Current, City Clerk/Treasurer Raye Ludovissie, Mayor