**CITY OF VERNDALE**

**WADENA COUNTY, MINNESOTA**

**REGULAR COUNCIL MEETING MINUTES**

**Monday May 13, 2019**

**6:00 p.m.**

**Verndale City Hall**

**101 Brown St. SW**

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

**MEMBERS ABSENT:** Raye Ludovissie

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

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

**VISITORS PRESENT:** Trinity Gruenberg, Verndale Sun; Joeb Oyster, Moore Engineering; Heath Belknap, Verndale Alliance Church

**OPENING PRAYER:** The opening prayer was led by Heath Belknap, Verndale Alliance Church.

**CONSIDERATION OF MINUTES AND MAY PAYABLES**

A motion was made by Ackerson to approve the April 8, 2019 Regular Council Meeting Minutes and the April 15, 2019 Public Hearing Meeting Minutes as written, seconded by Runyan. AIF/MC

A motion was made by Erckenbrack to approve the May payables in the amount of $20,369.76

seconded by Ackerson. AIF/MC

**ACKNOWLEDGE VISITORS**

**Joeb Oyster - Moore Engineering:** Oyster stated that concrete is being poured and Eagle Construction is requesting payment number 3 in the amount of $128,559.70 for work that has been completed to date.

A motion was made by Ackerson to approve Eagle Construction’s application for payment No. 3 in the amount of $128,559.70, seconded by Runyan. AIF/MC

Oyster stated that he had talked with Holmes and Uselman about the siding on the Water Treatment Plant. Oyster stated that the siding was changed from metal siding to vinyl siding during the bidding process due to cost savings not knowing that the City wanted metal siding. Oyster stated that a change order was needed to change the siding back to metal. Carr asked Uselman why he wanted metal siding. Uselman stated that big stretches of vinyl will get wavy and metal can handle the weather better. Carr asked what the cost is. Oyster stated that it is

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about $5,000. Carr asked if they need to vote on that. Oyster stated no; he will bring in an actual paper copy once it is finalized. Oyster stated that there were extra costs involved with changing the site of the Water Treatment Plant and everything had to be resurveyed and redrawn. Oyster stated that extra surveying had to be done for dewatering and that is what the Amendment in the amount of $19,750.00 is. Oyster stated that this was included in the final budget that was sent to Public Facilities Authority. Erckenbrack expressed concerns about paying extra money for dewatering when it was known that this was going to be an issue. Oyster explained what the County required in order for the City to have permission to dewater into the County ditch. Oyster stated that the City has written permission from the County to discharge in the County ditch. Oyster stated that the County required the City to do the survey and get them the grades on the ditch and in return the County would use their equipment; they would have machine control that controls the elevation to cut the grades that are needed for the ditch to drain properly. Runyan asked if there was a problem, then it is the County’s problem. Oyster stated yes.

A motion was made by Ackerson to approve Amendment #2 to Task Order No 2 in the amount of $19,750.00, seconded by Carr. AIF/MC

Oyster stated that they have the PER submitted to Rural Development for the Water Tower Contract and it should be reviewed and sent back by the end of May. Oyster stated that the contract is USDA’s funding version of an EJCDC agreement between an owner and the engineer. Oyster stated that everything still has to be agreed to and signed off by Rural Development. Oyster stated that he needs approval of the contract; it is open for revision.

A motion was made by Erckenbrack to approve the contract with Rural Development for Water Tower Improvements, seconded by Runyan. AIF/MC

Oyster stated that he didn’t know who all wanted to be involved with picking out the color of the siding. Carr stated that Uselman can pick put what he wants and present it to the Council for approval.

**DEPARTMENT REPORTS:**

**FIRE DEPARTMENT – MIKE MADSEN-FIRECHIEF-** Madsen stated that there were 5 fire calls and 4 medical calls for the month. Madsen stated that there was an injury on the last fire that needs to be reported. Madsen stated that one of the firemen pulled a muscle in his back while pulling two-and-a-half-inch hose. Madsen stated that the injured fireman went to the Emergency Room. Madsen stated that on September 14th, 2019 Verndale will be hosting a large-scale drill on a railway accident involving propane. Madsen stated that he will keep the Council posted on the next meeting date. Madsen stated that their pancake feed will be May 18at 8:30 am and it is in conjunction with the garden club sale.

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**LIQUOR STORE- MELISSA CURRENT-** Current stated that sales increased $3,153.97 compared to last year and there was a net profit of $8,268.05 for the month. Current stated that the Liquor Store now shows a profit of $15,396.85 for the year. Current stated that she attended the MMBA conference on April 27 and 28. Current stated that she has many new ideas and there are new products coming. Current stated that the Liquor Store will be having Karaoke on May 24 from 8:30 pm – 12:00am to celebrate 85 years of service. Current stated that glasses

were made and the Liquor Store will be selling them for $10, which would include their first drink. Current stated that she talked with most of the distributors and asked for donations for door prizes. Current stated that the Liquor Store will be providing a bar at the Community Center for a wedding on May 18. Current stated that the Liquor Store is looking into doing live music once a month in the Summer. Ackerson asked if there was more of a year to date profit because the City isn’t paying a manager. Runyan was also interested in this information. Holmes stated that 50% of Current’s wages are being paid by the Liquor Store and Mayo did get a pay increase since last year. Erckenbrack stated that sales are increasing so that is a good indicator.

**POLICE CHIEF-CORY CARR-** Carr stated that the school wants torenew the contract of the SRO for 2019-2020. Holmes stated that Chief Carr is suggesting that the new officer start at $19 per hour and stay at the wage for the year; there would be no increase in pay after the probationary period. Holmes stated that she needs to get numbers to the school because they are working on their budget.

A motion was made by Erckenbrack to approve $19 per hour for the school resource officer for the 2019-2020 school year, seconded by Runyan. AIF/MC

Runyan left the meeting (6:28pm).

**PUBLIC WORKS- MATT USELMAN-MANAGER-** Uselman stated that J & J Excavating was here on the 23 and removed the hydrant and fixed the curb stop that was leaking at the Alliance Church. Uselman stated that some of the sidewalk, street, curb and gutter needed to be removed and have been replaced. Uselman stated that the County will add patching the street to their list and they will bill the City. Uselman stated that on April 29 he received a call about water bubbling in front of 520 N Farwell. Uselman had Fleisher come in and slow down the flow. Uselman stated that he called J & J Excavating on the April 30 and they had it fixed by noon on May 1. Uselman stated that this leak was at the Corporation stop near the main. Uselman stated that he will have the paving company that is hired to pave the street by the school patch this when they are here. Uselman stated that the bathroom remodel at the Bar is well underway. Uselman stated that the City changed plumbing contractors to be able to speed up the process. Uselman stated that the Historical Society building is getting power to it and should be ready for the town celebration. Uselman stated that the Water Treatment Plant building is coming along smoothly. Uselman stated that two residents from Eastside Drive have contacted him about getting hooked up to water since the Council decided to waive the $1200 hook-up fee.

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Uselman stated that Chase Graba has agreed to mow the Cemetery again this Summer. Uselman stated that there will be a Father’s Day Motor Show put on by the Alliance Church and they have requested to close off 1st Ave in front of the park on June 16, 2019.

A motion was made by Erckenbrack to approve closing 1st Ave for the car show on June 16, seconded by Ackerson. AIF/MC

**CLERK/TREASURER- BARBARA HOLMES-** Holmes stated that residents are asking about the summer sewer credit. Holmes asked if the Council is going to approve one for this year.

A motion was made by Ackerson to approve the summer sewer credit from June to August, seconded by Erckenbrack. AIF/MC

Holmes stated that Current completed Year 2 at the Clerk’s Institute May 6 - 10. Holmes stated that all input into the USDA RD application have been completed for Phase 1, and the project funding advertised as required. Holmes stated that the City will begin working on the next level of the submittal. Holmes stated that the auditors will be here to start on the City’s audit on May 20.

**OLD BUSINESS:** None

**NEW BUSINESS:**

1. LMC Transportation Funding Resolution
2. Resolution 19-0513 Requesting Comprehensive Road and Transit Funding

Holmes stated that this came from the League of MN Cities. Carr asked if this is a have to. Holmes stated no. Erckenbrack stated that this is something they want the City to do to be able to obtain federal funding for the roads and bridges versus all the funding going to the metro area.

A motion was made by Erckenbrack to approve Resolution 19-0513 – A Resolution Requesting Comprehensive Road and Transit Funding, seconded by Ackerson. AIF/MC

B. Verndale Sun Requesting Change for Council Meeting Dates – Carr stated that the Council has already changed the meeting date to the second Monday of the month to accommodate the paper. Council agreed to keep the meeting dates on the second Monday to keep consistency.

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**OTHER BUSINESS:**

1. MIF Loan Close Out

Holmes stated that this is just information

Holmes asked the Council what they thought about moving Current up to Full Time once school is done. Carr stated that if there is money in the budget for it then she is fine with it. Holmes stated that it would be close. Erckenbrack stated that she thought it was a good idea to transition Current into having to do as much of the job as possible. Erckenbrack stated that it has been discussed that Holmes should start stepping back.

A motion was made by Erckenbrack to approve extending Melissa Current to Full Time hours starting May 26, 2019 seconded by Ackerson. AIF/MC

A motion was made by Erckenbrack to adjourn the meeting at 6:43 pm, seconded by Ackerson. AIF/MC

**Submitted by: Attest:**

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Melissa Current, Deputy Clerk Raye Ludovissie, Mayor