**CITY OF VERNDALE**

**WADENA COUNTY, MINNESOTA**

**REGULAR COUNCIL MEETING MINUTES**

**Monday August 6, 2018**

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

**STAFF ABSENT**: None

**VISITORS PRESENT:** Marlo Benning, Verndale Sun; Joeb Oyster, Moore Engineering; Amos Self, Family Life Church; Robin Fish, Delores Rentz, Roxy Otto, Jared Coffey

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

**CONSIDERATION OF MINUTES AND AUGUST PAYABLES**

A motion was made by Carr to approve the July 9th, 2018 Regular Council Meeting Minutes and the July 9th, 2018 Public Hearing Minutes as written, seconded by Ackerson. AIF/MC

A motion was made by Erckenbrack to approve the August payables in the amount of $38,629.19 seconded by Runyan. AIF/MC

**ACKNOWLEDGE VISITORS**

**Delores Rentz** – **Water/Sewer Billing**: Rentz stated that she has lived at her residence for 36 years and she has never had this high of a water/sewer bill before. Rentz stated that she doesn’t know what would have caused her to use 73,000 gallons of water. Rentz stated that she wanted to see what could be done with the water/sewer bill because there is absolutely no way she can pay it all. Holmes stated that any amount not paid would stay with the property. Holmes stated that the Title company has been notified of this huge bill. There was discussion about what could have caused this much usage. Holmes stated that Rentz normally uses 1,000 gallons of water a month. Ackerson stated that he couldn’t justify Rentz having to pay the $861.30. Ludovissie stated that the Council should at least grant a break on the sewer side of the bill and then Rentz could make payments on the remaining balance. Rentz stated that if the bill could get settled for $400 she would write a check for $400 tonight.

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A motion was made by Ackerson to give Delores Rentz a credit in the amount of $461.30 for her water and sewer bill so that she would owe $400, seconded by Erckenbrack. AIF/MC

**Joeb Oyster - Moore Engineering:** Oyster stated that he met with the Water and Sewer Committee to discuss dewatering for the project. Oyster stated that he has not received approval for the permit from MN DOT yet. Oyster stated he is waiting to get approval from the County to discharge the dewatering in the ditch. Runyan asked where the water would go for the dewatering. Oyster stated that it is up to the City, it’s pending. Oyster stated that it is a County ditch, if they give approval for it, it is their responsibility. Runyan asked if that meant that the City would not be responsible. Oyster stated yes, it’s a County ditch. Oyster stated that he will ask the County for permission to dewater into the ditch. Carr asked what if the County says no. Oyster stated that then the City would go another route. Runyan asked if Oyster was sure that that would take the obligation off of the City. Oyster stated yes, the County has control of that ditch, it’s a County ditch. Oyster stated that if the County gives permission to discharge there, it is a County issue. Oyster stated that the City could approve to go out for bids contingent on the Water/Sewer Committee approving the details of Dewatering.

A motion was made by Runyan to approve the City going out for bids for the Water System Improvements contingent on the Water/Sewer Committee approving the details of dewatering, seconded by Carr. AIF/MC

Oyster stated that he will bring more information on the water tower to the next meeting. Ludovissie asked if the City could do anything with the house that is sitting where the water tower will be going. Oyster stated that the City could get local prices to demo it otherwise the demo costs would be included in the project. Oyster stated that one of the reasons this was put on hold is because PFA has not come out with the PPL (Project Priority List) yet. Oyster stated that the IUP (Intended Use Plan) usually comes out in September. Oyster stated that PPL comes out first then the IUP. Oyster suggested that the City make some phone calls and get some ball park figures and then see if it’s worth putting an add for bids in the paper based on those ball park figures.

**Jared Coffey** **– Liquor Store**: Coffey stated that he is interested in buying the Liquor Store and that he wanted to know if it is worth his time to try to get financing to do so. Carr asked if he owns another bar or if he has a background with one. Coffey stated that he doesn’t but he has friends that have bar management experience. The Council decided to have a Public Hearing to decide whether to move forward with selling the Liquor Store. Holmes stated that there needs to be a Public Hearing for a Variance so they could do this Public Hearing the same night. The Public Hearing for the Liquor Store was set for 5:15 pm on August 28th, 2018 at the Fire Hall.

There was discussion about what information should be presented at the Public Hearing.

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A Public Hearing was set for 5:00 pm on August 28th, 2018 at the Fire Hall for a Request for a Variance.

**Robin Fish – Representing WAARC (Wadena Area Amateur Radio Club) –** Fish stated that the Wadena Area Amateur Radio Club is requesting to partner with the City for the installation and operation of 2 antennae – 1 UHF and 1 VHF and hardlines to both on the new water tower. Fish stated that a repeater would be set up here. Fish stated that these have been established in Sebeka and Bertha. Ackerson asked if it was on their water towers. Fish stated yes. Fish stated that the system could assist with Emergency Communications. Madsen stated that the only way this would benefit the Fire Department is if their radios went down, which is highly unlikely. Madsen stated that the Fire Department radios are 800 Mega Hertz. Uselman asked what kind of rent the City would receive. Uselman stated that he was told by many engineers that anything that goes up on top of a tower that isn’t City owned needs to be charged rent. Ludovissie asked if WAARC would be interested if they had to pay rent. Fish stated no, that would kill the deal. Ludovissie stated that the City would need rent. Fish stated that that is something they can’t do. Ludovissie thanked Fish for bringing this up to the Council.

**DEPARTMENT REPORTS:**

**LIQUOR STORE- GARY ROSENTHAL-MANAGER**- Rosenthal stated that there was a net profit for the month of $4222. Holmes stated that Rosenthal put in the extra cash for the weekend in his income for the month, but he didn’t take it out as an expense. Holmes stated that the net profit for the month should be $2596.59. Rosenthal compared the Verndale Days totals for this year versus 2017 totals. Rosenthal stated that the Beer sales for the Firemen totaled $1497. Rosenthal stated that the Liquor Store donated 50 pizzas at $7 apiece to the Celebration and all of them were sold. Rosenthal stated that the cost for the outdoor toilets was $273.80. Rosenthal stated that 40 bags of ice were used for outside and bar use. Rosenthal stated that the vendor provided an extra container of ice for storage of ice and pizzas. Rosenthal stated that instead of getting canisters of pop for the celebration they just used cans of pop. Rosenthal stated that he would like to give the Fire Department $500 for selling beer. Holmes stated that the beer sales by the Fire Department were $1,460.00 at an estimated cost of $810.00 (beer prices vary so an average cost was taken) for a profit of approximately $650.00. Holmes stated they also had pop sales of $37.00 for a profit of approximately $3.30. The ice used outside was approximately $61.00. ($650.00 +$3.30 – $61.00 = Net Estimated Profit of $592.30. There was discussion about amounts given to the Fire Department in previous years.

A motion was made by Runyan to give the Fire Department $250.00 as a thank you for selling beer, seconded by Ackerson. AIF/MC

Rosenthal stated that the main stand up cooler had to have Freon added, which was very expensive. Rosenthal stated that it cost $39.50 per pound and 5 pounds were added. Rosenthal

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stated that the compressor was cleaned at the same time that the Freon was added. Rosenthal stated that the electric pull tabs have not been installed because the parts are on backorder. Rosenthal stated that he would like to start Hold-Em again in September. Carr asked what the expense is for Hold-Em. Rosenthal stated it is $30 per week. Rosenthal stated that FNP Gaming will want to put this on the debit card again. Holmes stated that the City would not pay for this automatically; the City would issue checks. Rosenthal stated that there were some changes that he wanted made to the Liquor Store Policy. There was discussion about the changes Rosenthal wanted to make. The Council decided not to approve the Liquor Policy until the September meeting.

**FIRE DEPARTMENT- MICHAEL MADSEN- FIRE CHIEF-** Madsen stated that there were 9 calls for the month, 7 were medical and 2 were fire; 1 was a Mutual Aid to Wadena as a stand by and 1 was a Mutual Aid to Wadena for a garage fire. Madsen stated that the Fire Department was asked to bring two trucks to the fairgrounds on August 19th for the Enduro races for driver safety.

**POLICE DEPARTMENT – CORY CARR – POLICE CHIEF-** Chief Carr stated that Paul Brownlow had contacted him and the school would like an officer present for 171 student contact days. Ludovissie stated that Tony Stanley would like to have a meeting with Chief Carr and the Police Committee to discuss a contract. Chief Carr stated that it worked out good last year when an officer was present at the end of the school year. Runyan asked if an officer would be on duty for 7 hours those 171 days. Holmes stated that she understood that the school would pay to have full time officer on duty for nine months. Holmes stated that the city would have to pay for the officer the other three months. There was discussion about how this will affect the City. A meeting will be set up with the school to see what their needs are and then the Police Committee will meet to discuss options. Chief Carr presented an Ordinance from Sebeka that regulates the use of ATV’s Snowmobiles and Golf Carts. Chief Carr would like to have this Ordinance in Verndale. Holmes asked if the Council was going to act on this now or wait until the other Ordinances are reviewed. Ludovissie stated that he wanted this Ordinance ready to go. Homes stated all that needs to be done before the Ordinance would take effect.

**PUBLIC WORKS- MATT USELMAN-MANAGER-** Uselman stated that Fleischer, Graba and himself painted the Highway crosswalks. Uselman stated that he will not paint the crosswalks again unless MN Dot provides the signage. Uselman stated that there are other cities that do not paint them. Uselman stated that a MNDOT supervisor stopped and questioned them and told them that their signs weren’t big enough. Uselman stated that he asked the supervisor why MNDOT doesn’t paint the sidewalks since the road and signage are theirs. Uselman stated that the supervisor told him that it is their policy that the City takes care of them. Uselman stated that there is a monument in the park on the east side that has lamps on it. Uselman stated that they haven’t worked since he can remember and that after the Celebration he noticed that one was broken. Uselman stated that he will talk to an electrician to see if it can be fixed. Uselman

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stated that new lamps will probably need to be installed. Uselman stated that he hasn’t received any quotes for the Liquor Store restrooms.

**CLERK/TREASURER- BARBARA HOLMES-** Holmes stated that the Council needs to set a date for first budget meeting. The budget meeting was set for August 27th at 5 pm at the City office. Holmes stated that the Primary Election will be held on August 14th. Holmes stated that Candidate Affidavits of Filing are due in the City office by August 14th at 5:00 p.m. Holmes reminded the Council that the September Council Meeting will be on September 10th due to Labor Day. Holmes stated that the City received notification that the City’s LGA for 2019 will be $172,851.00; that is an increase of $394.00 from 2018. Current stated that she attended the Business Retention and Expansion (BR & E) workshop in Sebeka. Ludovissie stated that he felt it was more geared towards bigger cities. Ludovissie stated that the new economic person in Sebeka is very young and enthusiastic and she can do a lot of good things for Wadena County. Ludovissie stated that the City will not be able to join the BR &E program that they are offering due to the cost.

**NEW BUSINESS:**

1. Resolution #18-0806 PERA – Police Officer Declaration

A motion was made by Runyan to approve Resolution #18-0806 PERA – Police Officer Declaration for part time Police Officer Ronald W. Smith, seconded by Ackerson. AIF/MC

**OLD BUSINESS:**

1. Steve Schmitz Resignation as Emergency Management Director – Appointment of new Emergency Management Director

A motion was made by Ackerson to appoint Police Chief Cory Carr as the Emergency Management Director, seconded by Runyan. AIF/MC

1. Verndale Sun request to change meeting date

Holmes stated that the Verndale Sun doesn’t like coming on the first Monday of the month because the school board meets the same night. Benning stated that there are a lot of meetings to cover on Mondays. Ludovissie asked Benning if the second Monday would work better. Benning stated yes.

A motion was made by Ackerson to change the meeting dates for the Council to the second Monday of each month, seconded by Runyan. AIF/MC

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1. Set special meeting date to review/update Community Plan – This was tabled until the September meeting

**OTHER BUSINESS:**

1. Wadena Planning Commission Public Notice – Petition to Amend the Zoning Ordinance #1

Holmes stated that this was just for information in case anyone from the Council wanted to go to the meeting.

1. Resolution #18-0806A – Recognizing National Pregnancy & Infant loss Awareness Day

A motion was made by Erckenbrack to approve Resolution #18-0806A – Recognizing October 15th as National Pregnancy & Infant loss Awareness Day, seconded by Carr. AIF/MC

A motion was made by Erckenbrack to close the meeting at 8:00 pm, seconded by Carr. AIF/MC

**Submitted by: Attest:**

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Melissa Current, Deputy Clerk Raye Ludovissie, Mayor