**CITY OF VERNDALE**

**WADENA COUNTY, MINNESOTA**

**REGULAR COUNCIL MEETING MINUTES**

**Monday January 13, 2020**

**6:00 p.m.**

**Verndale City Hall**

**101 Brown St. SW**

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

**MEMBERS ABSENT:** Jim Runyan

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

**STAFF ABSENT**: None

**VISITORS PRESENT:** Amos Self, Family Life Church

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

**CONSIDERATION OF MINUTES AND JANUARY PAYABLES**

A motion was made by Erckenbrack to approve the December 9 Regular Meeting Minutes, December 9 Public Hearing Minutes and the December 16, Special Meeting Minutes as written, seconded by Carr. AIF/MC

A motion was made by Erckenbrack to approve the January payables in the amount of $68,492.62, seconded by Ackerson. AIF/MC

**ACKNOWLEDGE VISITORS**

**Clif Allen -** Moore Engineering: Allen was not in attendance but he left a memorandum. Allen recommended approval of partial payment estimate no. 11 for Eagle Construction.

A motion was made by Erckenbrack to approve Eagle Construction’s application for payment No. 11 in the amount of $156,131.48 seconded by Ackerson. AIF/MC

A motion was made by Ackerson to approve the Moore Engineering Invoice in the amount of $10,000 seconded by Erckenbrack. AIF/MC

Action items requested from USDA include the following: Council Approval of the Loan Resolution; Preliminary Title Opinion from the City Attorney; Right-of Way Certificate for the proposed tower location; and the Opinion of Counsel Relative to Rights-of Way.

A motion was made by Erckenbrack to approve the Loan Resolution, seconded by Ackerson. AIF/MC

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A motion was made by Erckenbrack to approve the Preliminary Title Opinion from the City Attorney once it has been approved by the attorney, seconded by Carr. AIF/MC

A motion was made by Erckenbrack to approve the Right-of Way Certificate for the proposed tower location, seconded by Ackerson. AIF/MC

A motion was made by Carr to approve the Opinion of Counsel Relative to Rights-of Way once it has been reviewed by the City attorney, seconded by Erckenbrack. AIF/MC

**DEPARTMENT REPORTS:**

**FIRE DEPARTMENT – MIKE MADSEN-FIRECHIEF-** Madsen stated that the calls for the year were attached in the packet. Madsen stated that he needs approval for officers as follows:

Chief- Mike Madsen

Asst. Chief- Steve Schmitz

2nd Assistant Chief/Training Officer – Louis Wegscheid

1st Captain- Nate Witthuhn

2nd Captain – Tyler Fisher

Lieutenant. – Keith Weiher

Safety Officer – Erick Anderson

Secretary- Ryan Schmitz

A motion was made by Carr to approve the officers for the Fire Department, seconded by Ackerson. AIF/MC.

Madsen stated he would like transfer money from the money market to purchase a dehumidifier for the fire hall; the cost will be $1949.

A motion was made by Erckenbrack to approve transferring $1949 from the General Fund Money Market to the General Fund Checking Account for the purchase of a commercial dehumidifier, seconded by Carr. AIF/MC

Madsen stated that Ryan Sundby is willing to sell his portable generator to the Fire Department for $1,000.00 so he would like approval for the purchase.

A motion was made by Erckenbrack to approve the purchase of the generator in the amount of $1,000.00 from Ryan Sundby, seconded by Ackerson. AIF/MC

Madsen stated that the Fire Department Christmas party is January 18 at Maasconi’s. Madsen shared a letter that was received from the City of Wadena complimenting John Rousslang’s training.

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**LIQUOR STORE - MELISSA CURRENT-** Current stated that sales increased $3,948.50 over last year. Current stated that there was a Net Loss of $2,313.82 for the month. Current stated that there is a Net Profit for the year $1,699.72. Current stated that improvements to the roof are needed. Uselman stated that he would like to see the whole back portion torn down and rebuilt. Uselman stated that he would like to make the new roof flat. Uselman stated that if the roof is slanted there will be the same problem with ice building up in front of the back entrance. Ludovissie asked for quotes to be brought back to get this done. Current stated that the cooler needs to be replaced as it doesn’t keep the drinks as cold as customers like. Current stated that the bar would like to get a fridge to put glasses in so that when people order a drink from the tap, they have a cold glass. Current stated that the bar is looking at gradually replacing the chairs and stools. Current stated that there was a customer request for a larger tv to watch sporting events on. Erckenbrack suggested putting out a donation jar to fund the purchase.

**POLICE-CORY CARR-POLICE CHIEF-** Chief Carr stated that he had four quotes for vehicles. Chief Carr stated that he would like to get a Durango but he wanted to check with other towns that are using them. Erckenbrack asked Chief Carr to look into the cost of equipping it as well. Chief Carr stated that he would like to stay with the same design that is on the car.

**PUBLIC WORKS- MATT USELMAN-MANAGER-** Uselman stated that he has talked with the Fire Chief and the Police Chief about getting their own fuel tanks. Uselman stated that the City would get the fuel at a cheaper rate and not have to run to Wadena to fuel up. Uselman stated that they would like two (2) tanks; one for gasoline and one for diesel fuel. Uselman stated that these would be stored at the southwest corner of the Fire Hall. Uselman stated that the only issue he sees with this are security and keeping track of and billing each department for what they have used. Erckenbrack suggested having an ID badge or some other way to identify who is getting gas/fuel. Uselman stated that the tanks will cost $430 per year for 10 years and then the City owns them. Uselman stated that nothing can be done with getting tanks until a slab of cement is poured. Uselman stated that Verndale Family Life Church has a 10’-12’ artificial tree that the City can have. Uselman stated that he would like to get live trees that don’t grow as tall as what’s in the park now. Uselman stated that he would need to remove the large trees in order to plant the smaller trees. Uselman stated that once another full-time person is hired that will help with the snow removal issue. Uselman stated that it would be easier to remove the snow if he had a bigger loader. Uselman stated that Wadena County will be coming to plow out the cemetery where no lots have been sold yet as a secondary place to dump snow. Uselman stated that the furnace that heats the public restrooms and his office has been acting up so he is looking into how much an electric heater would be to install. Uselman stated that Council needs to pick the top three posters for the Rural Water Poster Contest.

**CLERK/TREASURER- MELISSA CURRENT**- Current did not read her report.

**OLD BUSINESS:** None

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**NEW BUSINESS:**

1. Resolution 20-0113 –2020 fee schedule

A motion was made by Erckenbrack to approve Resolution 20-01132- Establishing the 2020 Fee Schedule, seconded by Ackerson. AIF/MC

1. Consideration of 2020 Appointments and Committee Assignments

A motion was made by Carr to approve the 2020 Appointments and Committee Assignments, seconded by Erckenbrack. AIF/MC

1. Drug & Alcohol Policy

Current stated that the City does not have a policy to test CDL drivers and Uselman is now required to have a CDL and be put into a pool for random testing.

A motion was made by Ackerson to approve the Drug & Alcohol Policy, seconded by Erckenbrack. AIF/MC

1. Clearinghouse Drug and alcohol testing pool

Current stated that MMUA and Occutest offer services to be put into their pool. Current went over what both companies offer. Current state that she would prefer to go with Occutest.

A motion was made by Erckenbrack to approve Occutest as the City’s Drug and Alcohol testing pool, seconded by Ackerson. AIF/MC.

**OTHER BUSINESS:**

1. Board of Review- April 7 at 3:00 pm.

Current stated that this is the date that the County has given the City for the Board of Review. Current stated that she needs to make sure that there is a quorum for that meeting.

A motion was made by Erckenbrack to adjourn the meeting at 6:54 pm, seconded by Carr. AIF/MC.

**Submitted by: Attest:**

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Melissa Current, City Clerk/Treasurer Raye Ludovissie, Mayor