**CITY OF VERNDALE**

**WADENA COUNTY, MINNESOTA**

**REGULAR COUNCIL MEETING MINUTES**

**Monday December 9, 2019**

**4:00 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:** Michael Madsen, Fire Chief; Melissa Current, City Clerk/Treasurer; Matt Uselman, Public Works Manager

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

**VISITORS PRESENT:** Ronda Kern, Lakes Country Insurance;Clif Allen, Moore Engineering; Robin Fish, Immanuel Lutheran Church, Bartlett Township; Trinity Gruenberg, Verndale Sun

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

**CONSIDERATION OF MINUTES AND DECEMBER PAYABLES**

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

A motion was made by Ackerson to approve the November 25 Public Hearing Meeting Minutes as written, seconded by Carr. AIF/MC

A motion was made by Carr to approve the December payables in the amount of $18,545.85, seconded by Runyan. AIF/MC

**ACKNOWLEDGE VISITORS**

**Ronda Kern – Lakes Country Insurance –** Kern stated thatit’s time for the City to renew its insurance policy. Kern stated that the City needs to waive or not waive the monetary limits on municipal tort liability. Kern stated that in the past the City has not waived. Kern stated that under the data breach it automatically comes with $250,000 coverage. Kern stated that there is an option for up that to $500,000 coverage for a cost of $500.00. The Council agreed to leave the data breach at the $250,000 coverage.

Erckenbrack arrived at 4:08 pm.

Page 2

December 9, 2019

City of Verndale

Regular Council Meeting

A motion was made by Carr to not waive the monetary limits on municipal tort liability, seconded by Erckenbrack. AIF/MC

**Clif Allen - Moore Engineering:** Allen stated that he has few items that need approval. Allen recommended approval of partial payment estimate no. 10 for Eagle Construction.

A motion was made by Runyan to approve Eagle Construction’s application for payment No. 10 in the amount of $299,153.50 seconded by Ackerson. AIF/MC

Allen stated that Well #3 is drilled and tested at 195 gallons per minute (gpm). Allen stated that the second action item is the professional services contract (Moore Engineering) invoice in the amount of $10,555.

A motion was made by Ackerson to approve the Moore Engineering Invoice in the amount of $10,555 seconded by Carr. AIF/MC

Allen stated that the third action item is to close out and terminate the contract with Thurlow Planning.

A motion was made by Ackerson to approve closing out and terminating the contract with Thurlow Planning by paying Thurlow Planning $8,000 for the work that was completed by Stan Thurlow, seconded by Runyan. AIF/MC

Allen stated that the last action item is Amendment #1 to the water tower project which would make Moore Engineering the grant administrator for the Small Cities DEED grant that was awarded for the project.

A motion was made by Carr to approve Amendment #1 to the water tower project, seconded by Erckenbrack. AIF/MC

Allen stated that they are planning on doing a final “check set” later this week for the Water Tower Project. Allen stated that they are gathering more information about the water meters that will be installed with this project. Allen stated that these will be issued to MN Department of Health and USDA Rural Development for review. Allen stated that assuming the agencies can review the plans and specs in a reasonable time; they hope to schedule a bid date at the next meeting.

**DEPARTMENT REPORTS:**

**FIRE DEPARTMENT – MIKE MADSEN-FIRECHIEF-** Madsen stated that there were 4 calls for the month; 2 car accidents and 2 medical. Madsen stated that he was elected Chief again for next year and Ryan Schmitz was elected again for Secretary. Madsen stated that he will have the officers list to approve at the Jan. meeting. Madsen stated that the Fire Department

Page 3

December 9, 2019

City of Verndale

Regular Council Meeting

would like to purchase a dehumidifier for the fire hall; the cost is just under $2,000 for a

Commercial one. Erckenbrack asked if there was money in the Fire Department budget for this. Madsen stated yes.

A motion was made by Ackerson to approve the purchase of a commercial dehumidifier, seconded by Erckenbrack. AIF/MC

Madsen stated that the generator on their number 1 engine went bad and it is not economical to repair so they need to look into a replacement. Madsen stated that he is looking into a portable generator. Madsen stated that their Christmas party is January 18 at Maasconi’s.

**LIQUOR STORE - MELISSA CURRENT-** Current stated that sales increased $11,422.04 over last year. Current stated that there was a Net Profit of $6,893.20 for the month. Current stated that there is a Net Profit for the year $4,013.54. Fish stated that he went to the bar to buy some ice and the bar was fresh and clean. Current stated that long sleeve shirts and full zip sweaters for resale have been ordered from Greiman’s. Current stated that the Liquor Store will be closed on Christmas Day. Current stated that there will be Karaoke New Year’s Eve from 8:30 pm – 12:30 am. Current stated that a date needed to be set to do inventory. Inventory will be counted New Year’s Day.

**PUBLIC WORKS- MATT USELMAN-MANAGER-** Uselman stated that he is looking into ways to make snow removal more efficient. Uselman stated that the tree in the park that gets lit for Christmas is getting too tall to put lights on. Uselman stated that he is thinking of looking into a fake trees or trees that they could put up. Uselman stated that he may have a hard time using up the rest of his vacation. Uselman asked if he could carry any of it over into next year.

A motion was made by Ackerson to approve extending the use of Matt Uselman’s vacation hours into February, seconded by Runyan. AIF/MC

Uselman suggested having an open house for the Treatment Plant once it is up and running.

**CLERK/TREASURER- MELISSA CURRENT-** Current stated that she attended election training for the Presidential Nomination Election on Dec. 6 in Pequot Lakes. Current stated that she purchased a desktop for the City’s computer from Best Buy. Current stated that she also purchased the Total Tech Support so that files can be transferred. Current stated that this is a yearly subscription that cost $199.00. Current stated that the year-end meeting is Dec. 16 at 5 pm; please turn in any committee meetings for payment. Current stated that there have been requests for the running water credit. Current asked Council if they want to do this again this year.

A motion was made by Carr to approve the running water credit with the condition that Matt Uselman will say when the credit will start, seconded by Runyan. AIF/MC

Page 4

December 9, 2019

City of Verndale

Regular Council Meeting

 **OLD BUSINESS:**

1. Sign

Current stated that she received two emails from J & H Sign; one states that they do billboards as well as signs and the other one is a quote for a smaller sign. Council stated that that is a lot of money for something that can’t be used how they want to use it. Carr stated that she liked the idea of going back to putting sidewalks in the park. Current stated that the neon sign will cost $1200 to get repainted. Current stated that the lights on the sign were fixed at a cost of $160.00. Council agreed to get the sign painted.

**NEW BUSINESS:**

1. Resolution 19-1209 – A Resolution Approving Proposed 2019 Tax Levy Collectable in 2020

A motion was made by Ackerson to approve Resolution 19-1209 - A Resolution Approving Proposed 2019 Tax Levy Collectable in 2020, seconded by Erckenbrack. AIF/MC

1. Resolution 19-1209A – A Resolution Setting Assessments for Services Rendered by the City of Verndale, Minnesota

A motion was made by Carr to approve Resolution 19-1209A - A Resolution Setting Assessments for Services Rendered by the City of Verndale, Minnesota in the amount of $596.00, seconded by Runyan. AIF/MC

1. 2019 Audit Engagement Letter

A motion was made by Erckenbrack to accept the engagement letter for the audit of the City of Verndale from Mayer, Porter and Nelson, seconded by Carr. AIF/MC

**OTHER BUSINESS:**

1. Sourcewell officer elections – just for information.

Ludovissie adjourned the meeting at 5:00 pm.

**Submitted by: Attest:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Melissa Current, City Clerk/Treasurer Raye Ludovissie, Mayor