**CITY OF VERNDALE**

**WADENA COUNTY, MINNESOTA**

**REGULAR COUNCIL MEETING MINUTES**

**Monday March 13, 2023**

**6:00 pm**

**Verndale City Hall**

**101 Brown St SW**

**MEMBERS PRESENT:**  Ardith Carr, Tara Erckenbrack, Daryl Jacobson, Jim Runyan, Brad Cottrell

**MEMBERS ABSENT:** None

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

**STAFF ABSENT**: Michael Madsen, Fire Chief

**VISITORS PRESENT:** Kenny Kjeldergaard, Verndale Area Christian Academy Steve Schmitz, Fire Dept.; Duke Harrison, Lauren Hassa, Amos Self, Cory Carr

**OPENING PRAYER:** The opening prayer was led by Kenny Kjeldergaard, Verndale Area Christian Academy.

**CONSIDERATION OF MINUTES AND MARCH PAYABLES**

A motion was made by Carr to approve the February 13, 2023 Regular Meeting Minutes as written, seconded by Jacobson. AIF/MC.

A motion was made by Runyan to approve the March payables in the amount of $49,867.19, seconded by Cottrell. AIF/MC.

**ACKNOWLEDGE VISITORS:**

1. Cory Carr: Carr stated that he left the City in good standing and that he should be paid out all of his vacation time as the Employment Policy wasn’t updated until after he resigned. Erckenbrack stated that the policy wasn’t updated it was clarification on how the Policy is understood. Carr stated that previous employees had their vacation time paid out in full. Council tabled the decision on vacation pay until the next meeting so that investigations could be done on past practices.
2. Lauren Hassa: Erckenbrack stated that his usage is comparable to last year’s usage. Uselman stated that he went to Hassa’s and adjusted his stream of water so that should bring the usage down a little bit. Hassa stated that the City should fix the problem so people don’t have to run water. Uselman stated that the only way to fix the problem is for the pipes to be dug up and put deeper. Erckenbrack stated that Hassa was already given the running water credit so there wasn’t anything else the Council could do for him.

A motion was made by Carr to leave the bill for Lauren Hassa as is, seconded by Jacobson. AIF/MC.

Page 2

March 13, 2023

City of Verndale

Regular Council Meeting

**DEPARTMENT REPORTS:**

**FIRE DEPARTMENT – MIKE MADSEN-FIRE CHIEF-** Madsen was absent, Steve Schmitz gave the report. Schmitz stated that there were 6 calls for the month; 1 fire call and 5 medical calls**.** Schmitz stated that repairs in the amount of $1,717.30 were made to the #2 Engine, however there is still a vibration in the drive train that needs to be addressed. Schmitz stated that the Fire Department received Streamlight flashlights as a donation from Karvonen Funeral Home.

**LIQUOR STORE - MELISSA CURRENT-** Current stated that there was a net loss of $3,644.35 for the month. Current stated that there was a decrease in sales from 2022 in the amount of $1,751.13. Current stated that meat raffles are taking place on Fridays at 6:30 pm. Current stated Jason Neuerburg will be doing Karaoke on March 17 from 9 pm – 12 am for St. Patrick’s Day. Current stated that she would like to attend the MMBA Conference at Arrowood on April 30. Council agreed for Current to attend.

**POLICE-** Erckenbrack asked for approval of the job descriptions that were written for the Chief of Police and Police Officer positions.

A motion was made by Jacobson to approve the job descriptions as written, seconded by Carr. AIF/MC.

Erckenbrack stated that she would like the Police to be able to write Admin tickets as this would bring in some revenue for the City. Carr questioned if these were legal. Current stated that in 2007 they were determined to be legal; State statute allows them to be written for no more than $60 and one-third of the money collected must be paid to the state.

A motion was made by Runyan to allow the Police to write Admin Tickets, seconded by Jacobson. AIF/MC.

Erckenbrack stated that the Police Committee interviewed Randy Athmann for the Part Time Chief of Police position and are recommending to hire him. There was concern about his interaction with people in the past. Current stated that he would have a six month probation period like all new employees.

A motion was made by Runyan to hire Randall Athmann as the Part Time Chief of Police, seconded by Carr. AIF/MC.

**PUBLIC WORKS- MATT USELMAN-MANAGER-** Uselman stated that the roof at City Hall has been replaced. Uselman stated that he budgeted $5,000 for a new paint sprayer but would like to get a concrete scarifier to grind down trip hazards on sidewalks instead.

A motion was made by Runyan to purchase a concrete scarifier instead of a paint sprayer, seconded by Jacobson. AIF/MC.

Page 3

March 13, 2023

City of Verndale

Regular Council Meeting

**CLERK/TREASURER- MELISSA CURRENT**- Current stated that the Board of Review will be on April 11 at 3 pm. Current stated that auditors will be on site March 15-16. Current stated that she will be attending the MCFOA conference in St. Cloud March 22 – 24 and the LMC Safety Loss and Control Workshop in Alexandria on March 29. Current stated that there are 10 easements that were not recorded in 2015-2016 with the sewer project; it will cost $46 each to get these recorded.

A motion was made by Jacobson to get the easements recorded, seconded by Runyan. AIF/MC.

**OLD BUSINESS:** None

**NEW BUSINESS:**

1. Resolution 23-0313A – Resolution Accepting a Donation to the Verndale Fire

Department

A motion was made by Runyan to approve Resolution 23-0313A – Resolution Accepting a Donation to the Verndale Fire in the amount of $300 from Darwin and Wilma Leonard, seconded by Cottrell. AIF/MC.

1. Resolution 23-0313B – Resolution Adopting the Wadena County All-Hazard Mitigation Plan

A motion was made by Carr to approve Resolution 23-0313B – Resolution Adopting the Wadena County All-Hazard Mitigation Plan, seconded by Jacobson. AIF/MC.

Mayor Erckenbrack adjourned the meeting at 6:52 pm.

**Submitted by: Attest:**

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Melissa Current, City Clerk/Treasurer Tara Erckenbrack, Mayor