**CITY OF VERNDALE**

**WADENA COUNTY, MINNESOTA**

**REGULAR COUNCIL MEETING MINUTES**

**Monday June 10, 2019**

**6:00 p.m.**

**Verndale City Hall**

**101 Brown St. SW**

**MEMBERS PRESENT:**  James Ackerson, Ardith Carr, Raye Ludovissie,Jim Runyan

**MEMBERS ABSENT:** Tara Erckenbrack

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

**STAFF ABSENT**: None

**VISITORS PRESENT:** Joeb Oyster, Moore Engineering; Kenny Kjeldergaard, Family Life Church; David Gronlund, Robin Fish

**OPENING PRAYER:** The opening prayer was led by Kenny Kjeldergaard, Family Life Church.

**CONSIDERATION OF MINUTES AND JUNE PAYABLES**

A motion was made by Carr to approve the May 13, 2019 Regular Council Meeting Minutes as written, seconded by Ackerson. AIF/MC

A motion was made by Carr to approve the June payables in the amount of $9,596.04

seconded by Runyan. AIF/MC

**ACKNOWLEDGE VISITORS**

**Joeb Oyster - Moore Engineering:** Oyster stated that Eagle Construction is requesting payment number 4 in the amount of $188,036.83 for work that has been completed to date.

A motion was made by Ackerson to approve Eagle Construction’s application for payment No. 4 in the amount of $188,036.83, seconded by Runyan. AIF/MC

Oyster stated that the siding for the Water Treatment Plant was changed from steel siding to vinyl during the bidding process for cost savings. Oyster stated that he has Change Order 1 in the amount of $5,904.33 to change it back to steel siding.

A motion was made by Carr to approve Change Order 1 in the amount of $5,904.33, seconded by Ackerson. AIF/MC

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Oyster asked if colors had been chosen for the Water Treatment Plant. Uselman stated that he would like Granite Blend #170 for the rockface, classic blue for the siding, pebble gray for the window and door trim, claytone for the soffit and fascia trim, white for the vents, glacier white for the garage door and entrance doors, and the shingles would be pewter.

A motion was made by Runyan to approve the colors chosen by Uselman, seconded by Carr. AIF/MC

Oyster went over Moore Engineering’s Invoice in the amount of $54,970.00.

A motion was made by Ackerson to approve paying Moore Engineering’s Invoice of $54,970.00, seconded by Carr. AIF/MC

Oyster stated that the County has talked to the property owners about dewatering and none of them seemed upset. Oyster stated that J & J Excavating will be installing dewatering next week and digging the week after. Oyster stated that he talked to the engineer that reviewed the PER for the water tower and he sent his approval back to the State director. Oyster stated that there shouldn’t be any hold ups unless the State director finds issues. Oyster stated that the environmental portion of the project wants a state historian from SHPO (State Historic Preservation Office) to document the water tower and put it on the register. Oyster stated that nobody believes there will be any historic value of any sort, but they are starting to require this on all water towers. Oyster stated that he received an estimate from J. Trnka Consulting in the amount of $4,000.00. Ludovissie asked if they found historic significance in the water tower then the City can’t take it down. Oyster stated that’s not entirely the case either. Runyan asked if the City is being forced to have a historian do the evaluation. Oyster stated yes. Oyster stated that he could get more prices but this is a reasonable price.

A motion was made by Ackerson to approve J. Trnka Consulting to do the Historic Evaluation for the water tower for $4,000.00, seconded by Runyan. AIF/MC

**DEPARTMENT REPORTS:**

**FIRE DEPARTMENT – MIKE MADSEN-FIRECHIEF-** Madsen stated that there were 10 calls for the month; 2 fire calls and 8 medical calls. Madsen stated that on September 14th, 2019 Verndale will be hosting a large-scale drill on a railway accident involving propane. Madsen stated that the next meeting date is July 1 at 6 pm at the Fire Hall. Madsen stated that Thomastown township is looking to add a few sections to Verndale’s fire district. Madsen stated that he is looking into this to make sure that the response time for the residents living in that area is reasonable. Madsen stated that he felt response time is more important that saving money. Madsen stated that Staples is responsible for those residents now. Madsen stated that he will attend their township meeting on July 8. Madsen stated that the Fire Department was asked to do a lunch food stand for the car show on Sunday June 16th from 11 am to 3 pm; pulled pork, beans and chips will be served.

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**LIQUOR STORE- MELISSA CURRENT-** Current stated that sales increased $1,294.67 compared to last year and there was a net profit of $2,176.50 for the month. Current asked the council if it was okay to donate 50 pizzas at a cost $350.00 to the Celebration. Ludovissie stated that the Celebration Committee talked about going half on Karaoke on the Friday of Verndale Days. Ludovissie stated that they will discuss this at the next Committee meeting on June 18th at 8pm. Runyan asked for a cost comparison on wages for this year compared to last year.

A motion was made by Carr to allow the Liquor Store to donate 50 pizzas at a cost of $350 to the Verndale Celebration, seconded by Ackerson. AIF/MC

**POLICE CHIEF-CORY CARR-** Chief Carr stated that he wants to get new bullet proof vests from Kiesler’s at a cost of $1,080.00 per vest. Chief Carr stated that he has applied for a BVP grant and the maximum allowable funding is $840.00. Holmes asked Chief Carr with his grant if he could submit for one vest now and one later or if he needs to purchase two at once. Chief Carr stated he can order the vests separately and they will still be covered by the grant. Ludovissie gave Chief Carr a copy of Ordinance 78 and asked him to look at a property to see if dog poop has been cleaned up. Chief Carr stated that he has job applications out and available until June 28. There was discussion about whether there should be a contract with the new Police Officer and what should be included in the contract. The Police Committee will meet with Chief Carr to discuss details. Holmes stated that she received an email from Paul Brownlow requesting to drop the SRO to 172 days instead of 174.

A motion was made by Ackerson to approve the purchase of a bullet proof vest from Kiesler’s in the amount of $1,080.00, seconded by Runyan. AIF/MC

Chief Carr stated that he will not be able to attend next month’s meeting.

**PUBLIC WORKS- MATT USELMAN-MANAGER-** Uselman stated that he would like to purchase five (5) more metal picnic tables and three (3) new metal benches to finally replace all the wood tables and benches in the park. Uselman stated that he has a quote for $4,820.00 and he has this in his budget.

A motion was made by Ackerson to approve purchasing five metal picnic tables and three metal benches at a cost of $4,820.00, seconded by Carr. AIF/MC

Uselman stated that the amount of solar lights, shepherds’ hooks, and all other unapproved things in the Cemetery are getting out of hand. Uselman stated that he would like the next newsletter to state that these things need to be removed by a certain date and this could also be posted out at the Cemetery. Council agreed with Uselman stating that it’s in the bylaws. Uselman stated that for this year it will get put in the newsletter with a certain date after that they will need to be removed by June 15. Uselman stated that there was an unapproved fence that was put up in 2016. Uselman stated that their permit said they were going to put up a chain link fence but

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ended up putting up a welded wire fence. Uselman stated that he was going to give them 30 days to remove the fence but wanted Council’s input. Ludovissie stated that this is an unexpected expense and requested to give them more than 30 days. Runyan agreed with Ludovissie. Uselman stated that another resident also received a letter about an unapproved fence. Uselman stated that they received a letter last year telling them that the fence couldn’t be there and they needed a building permit. Uselman stated that the new bathroom at the bar is open and the handicapped bathroom is under construction. Uselman stated that the plumber and the electrician will get their rough in done this week. Carr asked why the bathrooms were taking so long. Uselman stated that the bar isn’t the plumbers and electricians primary place to work. Uselman stated that the City has to wait until they have time to do it. Uselman stated that one thing will get done and a call will be made to get either the plumber or electrician in and then the City ends up waiting a week for them to get here. Ludovissie stated that he believes a resident is running a business out of his home and the home is zoned residential. Ludovissie asked the Council to drive by and take a look and see if they see the same thing he is seeing. Ludovissie stated that the resident should either pay to have a conditional use permit or their home should get zoned Commercial. Uselman stated that the City needs proof that a business is being run out of the home. Uselman stated that this needs to be turned over to Chief Carr for enforcement of the Ordinance(s). Ludovissie stated that he wants all the Council members to take a look at the property and the Council will reconvene about this at the next meeting.

C**LERK/TREASURER- BARBARA HOLMES-** Holmes stated that the auditors were in the office May 20-25 and they are continuing to work on the City’s audit out of the office. Holmes stated that Phase 2 of the USDA RD application has been completed and submitted to Tyler Raye.

**OLD BUSINESS:** Carr asked for an update on the digital sign. Uselman stated that BNSF would charge $5,000 per year and there would be a 3% increase each year. Uselman stated that they usually don’t approve signs to be in their right of way. Ludovissie asked about having it out by the Water Treatment Plant. Uselman stated that this would be the second-best option. Ackerson asked what kind of sign was being looked at. Current stated that it depends on how big of a sign the City wants. Current stated that the Wadena Liquor Store sign is 5.5 ft by 9ft and cost $39,000 and the hospital paid $40,000 for theirs. Current stated that Elena Sharma shared an idea of doing tiers and paying so much per tier to advertise on the sign. Runyan asked how much Tools and More paid for their sign. Current stated she thought it was $10,000. Uselman stated that that is how much they put down for cost on their building permit. Holmes asked Current if she had found a double-sided sign for $5,000. Current stated she thought it was $6,000 and then there would still be the cost of installation. Ackerson asked if there was $13,000 set aside to spend on the sign. Holmes stated yes. Carr asked when the money needed to be spent. Holmes stated that the City just had to decide what the money was going to be spent on;

now it is earmarked for the digital sign. Ackerson asked for some numbers and designs. Ludovissie asked for the numbers and designs to be brought to the next meeting. There was

discussion about getting rid of the Liquor Store billboard after the digital sign is installed.

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**NEW BUSINESS:**

1. Resolution 19-0610 – Resolution for Services Rendered

A motion was made by Ackerson to approve Resolution 19-0610 Resolution Setting Assessments for Services Rendered by the City of Verndale, Minnesota in the amount of $1,316.03, seconded by Carr. AIF/MC

1. Ordinance 35C – Golf Carts and ATV’s

There were concerns about young kids driving golf carts and ATV’s flying through town; this Ordinance will make it so the City has something to enforce.

A motion was made by Ackerson to approve Ordinance 35C- An Ordinance of the City of Verndale Regulating the use of ATV’s and Golf Carts, seconded by Runyan. AIF/MC

1. 2019-2020 SRO Agreement

Holmes stated that it is basically the same contract; the dates were changed and 174 days was changed to 172 days.

A motion was made by Carr to approve the 2019-2020 School Resource Officer Agreement with the change to 172 days, seconded by Ackerson. AIF/MC

**OTHER BUSINESS:**

1. Stan Thurlow – Deed Grant Update
2. LMC dues to increase by 3%
3. Public Hearing for a Variance – David Gronlund

Gronlund would like to erect a garage 15 feet from 3rd Ave instead of the required 25 feet.

A motion was made by Ackerson to hold a public hearing for a variance on July 1at 5 pm at the Verndale Fire Hall, seconded by Carr. AIF/MC

Ludovissie adjourned the meeting at 7:13 pm.

**Submitted by: Attest:**

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Melissa Current, Deputy Clerk Raye Ludovissie, Mayor