**CITY OF VERNDALE**

**WADENA COUNTY, MINNESOTA**

**REGULAR COUNCIL MEETING MINUTES**

**Monday July 11, 2022**

**6:00 pm**

**Verndale City Hall**

**101 Brown St SW**

**MEMBERS PRESENT:**  Ardith Carr, Tara Erckenbrack, Daryl Jacobson**,** Jim Runyan, Tony Stanley

**MEMBERS ABSENT:** None

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

**STAFF ABSENT**: None

**VISITORS PRESENT:** Trinity Gruenberg, Verndale Sun; Kenneth Kjeldergaard, Verndale Area Christian Academy; Clif Allen, Moore Engineering; Katie Heppner, Economic Alliance; Sara Niemela; Brady Martz (via telephone); Gary Van Dam

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

**CONSIDERATION OF MINUTES AND JULY PAYABLES**

A motion was made by Carr to approve the June 13, 2022 Regular Meeting Minutes as written, seconded by Runyan. AIF/MC.

A motion was made by Runyan to approve the July payables in the amount of $44,018.19, seconded by Jacobson. AIF/MC.

**ACKNOWLEDGE VISITORS:**

1. Gary Van Dam - Water/Sewer Bill: Van Dam stated that his average from last year includes when he was watering animals. Van Dam requested that his average be changed to 4,000 gallons as that is what their average was when they weren’t watering animals.

A motion was made by Stanley to approve making the necessary adjustments to the water/sewer bill with the average usage being 4,000 gallons, seconded by Jacobson. AIF/MC.

1. Clif Allen – Moore Engineering: Allen stated that the demolition of the old tower is scheduled for July 12 with footing removal and site restoration to follow. Allen stated that the contractor has been given the option of delaying the seeding until September to avoid mid-summer seeding challenges. Allen recommended payment of Partial Pay Estimate #11 for Maguire Iron in the amount of $16,150.00 for partial site restoration and pavement of the new tower driveway.

A motion was made by Carr to approve Partial Pay Estimate #11 to Maguire Iron in the amount of $16,150.00, seconded by Jacobson, AIF/MC.

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1. Katie Heppner – Economic Alliance – Heppner gave an overview of what the Economic Alliance has been doing and what is planned for the future. Heppner asked the City to consider being a Civic Partner, which is a $5,000 sponsorship.

1. Sara Niemela – Brady Martz – Niemela gave an overview of the audited financial statements for the year ending December 31, 2021. Niemela stated that this year the City used a Regulatory Basis of Accounting instead of the Generally Accepted Accounting Principles. Niemela stated that the enterprise funds operating expenses includes depreciation. Niemela stated that the City expended more than $750,000 in Federal Funds on the Water Tower Project, so a single audit was needed and performed; there were no instances of incompliance.

**DEPARTMENT REPORTS:**

**FIRE DEPARTMENT – MIKE MADSEN-FIRE CHIEF-** Madsen stated that there were 11 calls for the month; 4 were fire and 7 were medical. Madsen stated that they will be serving ribs and pulled pork during Verndale Days from 4:30 pm until gone. Madsen stated that the Fire Department received a grant from Todd-Wadena Wadena Electrical Cooperative to purchase a gas monitor. Madsen stated that there was an injury on one of their mutual aid calls; the injured person has been cleared to return to work.

**LIQUOR STORE - MELISSA CURRENT-** Current stated that there was a net loss of $6,973.01 for the month. Current stated that there was an increase in sales in the amount of $6,079.26 from 2021. Current stated that there is a net profit for the year in the amount of $20,636.64. Current stated that The MugWugs are booked for July 30 from 9 pm – 12 am. Current stated that C & L (one of the beer companies) is requesting to have payments made through ACH. Council agreed that they would like to continue using paper checks. There was discussion about setting up for Verndale Days.

**POLICE-CHIEF CARR-** Chief Carr stated that Officer Erickson put in his resignation as he took a job with the State Patrol. Chief Carr stated that he would like to put an ad out to hire another Officer. Stanley stated that he would like to have a Police Committee Meeting to discuss what the needs of the City and the School are before putting an ad out. Chief Carr asked Current to send him the information that she sent the school concerning the SRO contract. A Police Committee Meeting was set up for after the Council meeting. Chief Carr stated that the squad car broke down and he is waiting for it to get towed to get fixed.

**PUBLIC WORKS- MATT USELMAN-MANAGER-** Uselman stated that he thinks he found two (2) contractors to put in bids for street lights, however he hasn’t received any bids yet. Uselman stated that he has quotes for rebuilding the dugout, reroofing City Hall and the shed at the ballpark. Uselman stated that approval of the quote for the dugout was needed.

A motion was made by Carr to approve the quote from JR Construction in the amount of $15,8777.00 for the rebuilding of the dugout, seconded by Jacobson. AIF/MC.

Uselman stated that he received a quote from Core & Main for 20 valve extensions at $150.00 each for a total of $3,000; approval needed.

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A motion was made by Stanley to approve the quote from Core & Main in the amount of $3,000 for 20 valve extensions, seconded by Carr. AIF/MC.

**CLERK/TREASURER- MELISSA CURRENT**- Current stated that she needed approval to transfer $4,912.49 from the Sewer MM account and $73.51 from the Water MM account to the General Fund Checking account to pay the Northland Trust loan.

A motion was made by Runyan to approve transferring $4,912.49 from the Sewer MM account and $73.51 from the Water MM account to the General Fund Checking account to pay the Northland Trust loan, seconded by Stanley. AIF/MC.

Current stated that elections are coming up; Primary on August 9 and General on Nov. 8. Current stated that she would be gone July 13-17. Current asked Council if the City would like to be a member of the MN Small Cities Association; the dues are $350.00. Current stated that last year the Council agreed to try it for one year and now it’s time to renew.

A motion was made by Runyan to approve being a member of the MN Small Cities Association with dues being $350.00, seconded by Stanley. AIF/MC.

A motion was made by Runyan to approve the 2021 Audit findings, seconded by Jacobson. AIF/MC.

**OLD BUSINESS:** Zoning & Subdivision Ordinance – Fencing

There was discussion about removing the 2 ½ feet fencing requirements inside 10 feet of the right of way. The change to the ordinance would be that no fencing would be allowed within 10 feet of the right of way.

A motion was made by Stanley to approve amending the Zoning and Subdivision Ordinance - Fencing as discussed, seconded by Carr. AIF/MC.

**NEW BUSINESS:**

1. Resolution 22-0711 – Donation from the Verndale Lions

A motion was made by Runyan to approve Resolution 22-0711 – Resolution Accepting a Donation from the Verndale Lions in the amount of $8,975.48 to put in their Building Fund, seconded by Jacobson. AIF/MC.

1. Resolution 22-0711A – Resolution Accepting a Donation from the Verndale Lions

A motion was made by Jacobson to approve Resolution 22-0711A – Resolution Accepting a Donation from the Verndale Lions to the Verndale Celebration Committee in the amount of $2,000.00, seconded by Stanley. AIF/MC.

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1. Resolution 22-0711B – Lion’s Raffle

A motion was made by Runyan to approve Resolution 22-07411B – Resolution Approving the Lion’s Raffle, seconded by Carr. AIF/MC.

1. Resolution 22-0711C – Election Judges

A motion was made by Stanley to approve Resolution 22-0711C – Resolution Appointing Election Judges for the 2022 Primary and General Elections, seconded by Runyan. AIF/MC.

1. Messy Bessy – Current stated that she was approached by the Celebration Committee about allowing Messy Bessy. Council asked who would be benefiting from it. Current stated that she would find out. Erckenbrack stated that if Messy Bessy will be putting money into a scholarship fund, then Council could approve it. Erckenbrack stated that Council would not approve it if the funds go elsewhere as then it is gambling and a gambling license and Resolution would be required.

A motion was made by Carr to approve Messy Bessy contingent on a group selling tickets for a group and the funds going to a non-profit, seconded by Stanley. AIF/MC.

**OTHER BUSINESS:** None

Mayor Erckenbrack adjourned the meeting at 7:33 pm.

**Submitted by: Attest:**

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Melissa Current, City Clerk/Treasurer Tara Erckenbrack, Mayor