**CITY OF VERNDALE**

**WADENA COUNTY, MINNESOTA**

**REGULAR COUNCIL MEETING MINUTES**

**Monday September 12, 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:**  Michael Madsen, Fire Chief; Cory Carr, Police Chief; Matt Uselman, Public Works Manager; Melissa Current, City Clerk/Treasurer

**STAFF ABSENT**: None

**VISITORS PRESENT:** Amos Self, Family Life Church; Clif Allen, Moore Engineering; Wayne Stave, Fire Relief;

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

**CONSIDERATION OF MINUTES AND SEPTEMBER PAYABLES**

A motion was made by Carr to approve the August 8, 2022 Regular Meeting Minutes as written, seconded by Jacobson. AIF/MC.

A motion was made by Stanley to approve the September payables in the amount of $28,025.95, seconded by Carr. AIF/MC.

**ACKNOWLEDGE VISITORS:**

1. Clif Allen - Moore Engineering – Allen stated that the Water Tower Project is drawing to a close. Allen stated that there has been some frustration trying to get the site work done. Allen stated that the project can be closed out and final payment made. Allen stated that there is a one-year warranty on the project. Allen stated that the grass planted will need to be established. Allen stated that a warranty inspection will be scheduled for early June 2023. Stanley asked if the warranty starts at final completion. Allen stated that it started at substantial completion, which is when the Tower came into service, which would have been June 26, 2022. Allen stated that it is the contractor’s responsibility to make sure the seed gets established. Allen stated that in order to do the final pay estimate for Maguire Iron, Rural Development will require a balancing Change Order. Allen stated that there was a decrease in the total cost of the project in the amount of $17,552.00. Allen asked for approval of Change Order #1.

A motion was made by Stanley to approve Change Order #1 for Maguire Iron in the amount of ($17,552.00) bringing the total cost of the project down to $780,948.00, seconded by Jacobson. AIF/MC.

Allen asked for approval of the final pay estimate for Maguire Iron which includes site work completion and retainage.

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A motion was made by Carr to approve PPE #13 (final) for Maguire Iron in the amount of $39,997.40 (retainage), seconded by Stanley.

Allen stated that the approval of the payment should be contingent upon receiving closeout documents from Maguire Iron.

A motion was made by Carr to amend the motion to include contingent upon receiving closeout documents, seconded by Stanley.

The motion now reads to approve PPE #13 (final) for Maguire Iron in the amount of $39,997.40 (retainage) contingent upon receiving closeout documents. AIF/MC.

Allen stated that he needs approval for the Mayor and Clerk to sign the Certificate of Final Approval from Rural Development.

A motion was made by Jacobson to authorize the Mayor and Clerk to sign the Certificate of Final Approval for Project 19910A Contract C – Water Tower Replacement, seconded by Stanley, AIF/MC.

Allen stated that payment is requested for the Moore Engineering Invoice in the amount of $8,761.25.

A motion was made by Stanley to approve the Moore Engineering Invoice in the amount of $8,761.25, seconded by Carr. AIF/MC.

Runyan joined the meeting at 6:14 pm.

1. Wayne Stave – Verndale Fire Relief Association - Stave stated their audit revealed that the Fire Relief has enough assets to cover paying each member $3,000 per year for benefits. Stave asked the Council to raise the benefit from $2,400 to $3,000. Stave stated that there would be no required contribution from the City.

A motion was made by Stanley to approve raising the Fire Relief Association pension from $2,400 to $3,000 per member per year, seconded by Runyan. AIF/MC.

**DEPARTMENT REPORTS:**

**FIRE DEPARTMENT – MIKE MADSEN-FIRE CHIEF-** Madsen stated that there were 12 calls for the month seven (7) fire and four (4) medical. Madsen stated that the 2003 GMC Grass rig blew the motor going to a fire call on September 5. Madsen stated that he received a bid from Steve’s Auto & Tire in the amount of $10,086.00 to replace the engine. Madsen stated that that bid is kind of high; he could get a motor for $4,500; at very minimum it would be $6,000 to fix the truck. Madsen stated that he doesn’t feel it is worth it to put money into it as a new truck costs $43,000. Madsen stated that Wadena and Staples have resources available, so the Fire

Department doesn’t need to rush a decision. Madsen stated that he is searching for used trucks and has seen a couple in the $20,000 range. Madsen stated that Fire Prevention week is Oct. 9 – 15 so they will be doing fire drills at the school and at Family Life. Madsen stated that grade

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school students are invited to the Fire Hall on Oct 12 for a demonstration. Erckenbrack thanked the Fire Department for setting up a display in remembrance of September 11.

**LIQUOR STORE - MELISSA CURRENT-** Current stated that there was a net profit of $3,715.84 for the month. Current stated that there was an increase in sales in the amount of $4,123.92 from 2021. Current stated that there is a net profit for the year in the amount of $36,792.49. Current stated that the Liquor Store will be providing a bar for a wedding at the Community Center on Oct. 8. Current stated that the Lions will be discussing when to start Meat Raffles. Current stated that there will be Karaoke with Jason Neuerburg on Nov. 19 from 9 pm – 12 am and Jonny B Badd will be performing on Dec. 31 (New Year’s Eve) from 9 pm – 12 am. Stanley asked if there are any repairs/updates that need to be done at the Liquor Store or if the profit from the Liquor Store could be rolled into another fund. Current stated that she is not aware of any updates or repairs; the rubber roof may need to be looked at.

**POLICE-CHIEF CARR-** Council member Carr askedChief Carr if he had time to send out letters. Chief Carr sated that he received one written complaint today (Sept. 12) and a letter was sent last week to a property owner on the other side of town. Jacobson asked about vehicles being parked on the boulevard. Chief Carr stated that as long as they are registered, there’s no issue as the boulevard is considered part of the street. Stanley stated that there was concern about a for-profit business being run out of a residence without the proper license. Uselman stated that he asked the property owner about the vehicles and he said there is no business; all the vehicles are his, except for one. Chief Carr stated that no applications for the full time Police Officer position have been received yet. There was discussion about possibly needing to increase the starting wage to get someone to apply.

**PUBLIC WORKS- MATT USELMAN-MANAGER-** Uselman stated that he has looked at pricing for a privacy fence for the Tower site. Uselman stated that he has talked to a Lions member to see if they would like to help, he is waiting to hear back as to if they will and at what capacity. Uselman stated that he has a quote from Oberg Fence in the amount of $10,557.00 for a Cedar fence. Uselman stated that supplies from Home Depot to put up a Cedar fence would be about $3,000. Uselman stated that this would be a Spring 2023 project. Uselman stated that he has two (2) quotes for raising up Eastside Drive with Class 5. Uselman stated that Becker Transportation gave a quote of $11,320.26 and Ideal Construction gave a quote of $21,000. Uselman stated that Ideal also gave a quote of $60,000 for paving Eastside Drive. Uselman stated that this project could be part of the ARPA funds. Uselman explained that the Counties ARPA funds are a 50/50 match. Council asked Uselman to bring a project priorities list with dollar amounts to the next Council meeting. Uselman stated that the Insurance company will contribute $1,140.76 to the repairs to the City Hall roof; all other storm damage has been fixed. Uselman stated that the Council should start talking about the sidewalk ordinance again. Uselman gave an overview of what had been discussed in the past on this ordinance. Uselman asked what the City is going to do with the properties that the City has been cleaning off for years for nothing. Stanley stated that the sidewalks that are cleaned by the City provides a community wide benefit and there shouldn’t be a charge for the removal of snow. Uselman disagreed, stating that the businesses should be charged something. Jacobson stated that it would be a rational argument to not charge the businesses as it makes sense for the City to have those sidewalks cleared before residents wake up. Uselman stated that the ordinance will be in the

packet next month so it can get voted on.

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Uselman stated that he received a submittal from Vinco for the streetlights; they could be up by January.

**CLERK/TREASURER- MELISSA CURRENT**- Current stated that public comment on the budget will be permitted at the Dec. 12 meeting at 6 pm. Current stated that she attended an Open Meeting Law and Data practices class at Sourcewell on Sept. 8. Current stated that she will be attending the Advanced Academy in New Ulm Sept. 15-16 and she will be gone Sept. 29.

**OLD BUSINESS:** None

**NEW BUSINESS:**

1. Resolution 22-0912 – Donation from the Verndale Lions

A motion was made by Stanley to approve Resolution 22-0912 – Resolution Accepting a Donation from the Verndale Lions in the amount of $9,154.65 to put in their Building Fund, seconded by Jacobson. AIF/MC.

1. Resolution 22-0912A – Resolution Approving Proposed 2022 Tax Levy

A motion was made by Stanley to approve Resolution 22-0912A – Resolution Approving Proposed 2022 Tax Levy Collectable in 2023 as $208,660.00, seconded by Carr. AIF/MC.

1. Resolution 22-0912B – Lion’s Raffle

A motion was made by Stanley to approve Resolution 22-0912B – Resolution Approving Lion’s Raffle to be conducted off-site from September 12 – November 19, 2022, seconded by Carr. AIF/MC.

1. Sanford Health – Drug & Alcohol Testing

A motion was made by Jacobson to approve the Agreement for Drug and Alcohol Testing Administration Program Services with Sanford Health, seconded by Stanley. AIF/MC.

**OTHER BUSINESS:** Stanley stated that he will be resigning as a Council member effective 12-31-22.

Mayor Erckenbrack adjourned the meeting at 7:35 pm.

**Submitted by: Attest:**

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Melissa Current, City Clerk/Treasurer Tara Erckenbrack, Mayor