**CITY OF VERNDALE**

**WADENA COUNTY, MINNESOTA**

**REGULAR COUNCIL MEETING MINUTES**

**Monday December 13, 2021**

**6:00 pm**

**Verndale City Hall**

**101 Brown St SW**

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

**MEMBERS ABSENT:** Daryl Jacobson

**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; Ronda Kern, Lake Country Insurance; Brian Hagen, Kim Rife

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

**CONSIDERATION OF MINUTES AND DECEMBER PAYABLES**

A motion was made by Carr to approve the November 8, 2021 Public Hearing Meeting Minutes and the November 8, 2021 Regular Meeting Minutes as written, seconded by Stanley. AIF/MC.

A motion was made by Stanley to approve the December payables in the amount of $27,562.11, seconded by Runyan. AIF/MC.

**ACKNOWLEDGE VISITORS:**

**Ronda Kern – Lake Country Insurance:** Kern stated that she needed the Council to waive or not waive the liability for the City. Kern stated that the City usually does not waive the Liability.

A motion was made by Carr to not waive the liability seconded by Runyan. AIF/MC.

**Charles Charpenter – Water Bill:** Current stated that Charpenter usually uses 1300 gallons in a month and in November he used 10,000 gallons. Current stated that Charpenter asked if there was anything that could be done with the bill. Uselman stated that he thought the usage was from having his water running to keep it from freezing. There was discussion about waiving a portion of the bill.

A motion was made by Stanley to waive the sewer portion of the bill that is above the average, seconded by Runyan. AIF/MC.

**Clif Allen - Moore Engineering:** Current stated that payment was recommended for Partial Pay Estimate #10 for Maguire Iron in the amount of $15,200.00 for remaining electrical and controls installation.

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A motion was made by Runyan to approve Partial Pay Estimate #10 for Maguire Iron in the amount of $15,200.00, seconded by Carr. AIF/MC.

Current stated that payment was recommended for the Moore Engineering Invoice in the amount of $2,403.75.

A motion was made by Stanley to approve the Moore Engineering Invoice in the amount of $2,403.75, seconded by Runyan. AIF/MC.

**DEPARTMENT REPORTS:**

**FIRE DEPARTMENT –MIKE MADSEN-** Madsen stated that there were eight (8) medical calls and four (4) fire calls for the month. Madsen stated that he was re-elected as Chief and Ryan Schmitz was elected Secretary. Madsen stated that there is $7,399 left in the budget right now that he would like moved to the General Fund Money Market Truck Fund.

A motion was made by Stanley to move $7,399 or whatever is left in the budget from the General Fund Checking Account to the General Fund Money Market committed to the Truck Fund, seconded by Carr. AIF/MC.

**LIQUOR STORE - MELISSA CURRENT-** Current stated that there was a net profit of $2,964.11 for the month; Net Profit for the year in the amount of $43,150.13. Current stated that sales were up from 2019 in the amount of $2,105.12. Current asked if New Year’s Day would work to complete Liquor Inventory. The Liquor Committee stated yes; starting at 10 am. Current stated that she needed approval to commit $12,600 to the General Fund Money Market for Liquor Store Equipment as the furnace and AC won’t be completed and paid for until 2022.

A motion was made by Carr to approve moving $12,600 from the General Fund Checking Account to the General Fund Money Market committed to Liquor Store Equipment, seconded by Stanley. AIF/MC.

Erckenbrack asked if the $30,550.13 profit was above and beyond all the repairs. Current stated yes; this money can be committed to streets or somewhere else the Council sees fit. Stanley asked if there are any other investments that need to be done to the Liquor Store. Current stated that she budgeted to have the back lot paved. Erckenbrack asked if there was anything with higher priority than streets.

A motion was made by Stanley to move the year end profits from the Liquor Store from the General Fund Checking Account to the General Fund Money Market committed to Streets, seconded by Carr. AIF/MC.

**POLICE-CHIEF CARR-** Chief Carr stated that the number of calls were down. Chief Carr stated that there is $16,130.00 left in the budget due to not purchasing a computer for the squad car and radios. Chief Carr stated that he would like this moved to the money market committed to police equipment.

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A motion was made by Stanley to approve moving $16,130.00 or whatever is left from the General Fund Checking Account to the General Fund Money Market committed to Police Equipment, seconded by Runyan. AIF/MC.

**PUBLIC WORKS- MATT USELMAN-MANAGER-** Uselman stated that the City hosted a Safe Routes to School meeting and a walk audit was performed; the main concern is the safety of crossing the highway with other concerns about school congestion during drop off and pick up times. Uselman stated that the brush pile is closed for the Winter. Uselman stated that he would like to have a building committee meeting. The meeting was set for January 3 at 4:45 pm. Uselman stated that he will be on vacation from Dec 18 – Jan. 1. Uselman stated that the old plow truck will not be DOT’ d as there are too many things wrong with it and it would cost too much to have fixed. Uselman stated that a loader with a snow pusher would greatly help with snow removal. Uselman stated that the snow would get pushed down the street to the snow pile site. Uselman stated that there is an option to rent one next year. Uselman stated he doesn’t need a decision right now; he just wanted to start having discussions. Uselman stated that there is $5,248.00 left in the Parks budget that he would like moved to the money market committed to park equipment.

A motion was made by Runyan to move $5,248 or whatever is left in the Parks budget from the General Fund Checking Account to the General Fund Money Market committed to Park Equipment, seconded by Stanley. AIF/MC.

Uselman stated that there is $29,939 or whatever is left in the Streets budget because there weren’t any major street repairs. Uselman stated that he would like to move this to the money market committed to Major Streets.

A motion was made by Carr to move $29,939 or whatever is left in the Streets budget from the General Fund Checking Account to the General Fund Money Market committed to Major Streets, seconded by Stanley. AIF/MC.

Uselman stated that there is $5,563 left in the Buildings budget that he would like moved to the money market committed to Buildings.

A motion was made by Carr to move $5,563 or whatever is left in the Buildings budget from the General Fund Checking Account to the General Fund Money Market committed to Buildings, seconded by Stanley. AIF/MC.

**CLERK/TREASURER- MELISSA CURRENT**- Current stated that the Board of Equalization training is open until Feb. 1, 2022 and the City needs at least one member trained as there are not any at the moment. Current stated that Brady Martz was the only firm that responded to the request for a new auditor; approval is needed.

A motion was made by Runyan to approve BradyMartz as the auditing firm for the City of Verndale, seconded by Carr. AIF/MC.

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Erckenbrack asked about starting the running water credit for residents.

A motion was made by Runyan to approve a running water credit for residents that will start at Uselman’s discretion, seconded by Carr. AIF/MC.

Current stated that the City was asked to be a member of MN Small Cities which is an organization geared toward cities with a population under 5,000.

A motion was made by Runyan to approve the City of Verndale to be a member of MN Small Cities, seconded by Stanley.

Current stated that Council needs to turn in committee meetings attended for payment. Current stated that she needs approval to pay out comp. time.

A motion was made by Stanley to approve paying out comp. time, seconded by Runyan. AIF/MC.

**OLD BUSINESS:** None

**NEW BUSINESS:**

1. Tobacco Ordinance Amendment- This amendment will allow for the sales of Electronic Delivery Devices.

A motion was made by Runyan to approve the Amendment to Title XI: Business Regulations Chapter 111: Tobacco, seconded by Carr. AIF/MC.

1. Tobacco License
2. Rife’s

A motion was made by Carr to approve a tobacco license for Rife’s for 2022, seconded by Runyan. AIF/MC.

1. The Pirate’s Den, LLC

A motion was made by Runyan to approve a tobacco license for The Pirate’s Den, LLC for 2022, seconded by Carr. AIF/MC.

1. Liquor License
2. The Pirate’s Den, LLC – On Sale

A motion was made by Runyan to approve an On Sale Liquor License for The Pirate’s Den, LLC for 2022, seconded by Carr. AIF/MC.

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1. The Pirate’s Den, LLC – Sunday Sale

A motion was made by Runyan to approve an On Sale Sunday Liquor License for The Pirate’s Den, LLC for 2022, seconded by Carr. Voting in favor were: Carr, Erckenbrack and Runyan. Stanley was opposed. MC.

1. Verndale Liquor – On & Off

A motion was made by Runyan to approve an On & Off Sale Liquor License for Verndale Liquor for 2022, seconded by Carr. AIF/MC.

1. Verndale Liquor – On Sale – Community Center Location

A motion was made by Runyan to approve an On Sale Liquor License for Verndale Liquor for the Community Center location for 2022, seconded by Carr. AIF/MC.

1. Resolution 21-1213 – Resolution Accepting a Donation from the Verndale Lions

A motion was made by Stanley to approve Resolution 21-1213 – Resolution Accepting a Donation from the Verndale Lions in the amount of $10,516.20 to be put in their Building Fund, seconded by Runyan. AIF/MC.

1. Resolution 21-1213A – Resolution Re-establishing the Polling Precinct

A motion was made by Carr to approve Resolution 21-1213A - Resolution Re-establishing the Polling Precinct and Precinct location for the City of Verndale as the Verndale Civic Center, seconded by Stanley. AIF/MC.

1. Resolution 21-1213B - Resolution Approving Final 2021 Tax Levy Collectable in 2022

A motion was made by Stanley to approve Resolution 21-1213B - Resolution Approving Final 2021 Tax Levy Collectable in 2022 as $187,594.00, seconded by Carr. AIF/MC.

1. Resolution 21-1213C – Resolution Accepting a Donation from the Verndale Fire Relief

A motion was made by Carr to approve Resolution 21-1213C - Resolution Accepting a Donation from the Verndale Fire Relief Association in the amount of $5,000 to the City of Verndale for the purchase of equipment, seconded by Stanley. AIF/MC.

1. Resolution 21-1213D – Setting Assessments for Services Rendered by the City of Verndale

A motion was made by Carr to approve Resolution 21-1213D – Resolution Setting Assessment for Services Rendered by the City of Verndale, seconded by Runyan. AIF/MC.

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1. Resolution 21-1213F – Resolution Accepting a Donation to the Fire Dept.

A motion was made by Runyan to approve Resolution 21-1213F – Resolution Accepting a Donation to the Verndale Fire Department in the amount of $2,395.00 from ONEOK Foundation Inc, seconded by Carr. AIF/MC.

1. Tobacco License for Verndale Liquor

A motion was made by Carr to approve a tobacco license for Verndale Liquor for 2022, seconded by Runyan. AIF/MC.

1. Resolution 21-1213E – Opioid Settlement

A motion was made by Runyan to approve Resolution 21-1213E – Resolution Approving the Memorandum of Agreement (MOA) between the State of Minnesota and Local Governments and Authorizing Participation in National Opioid Settlements, seconded by Stanley. AIF/MC.

**OTHER BUSINESS:** None

Mayor Erckenbrack adjourned the meeting at 6:55 pm.

**Submitted by: Attest:**

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Melissa Current, City Clerk/Treasurer Tara Erckenbrack, Mayor