

City of Vernon Center
5/7/2024
Regular Council Meeting

Council Present: Mayor Dana Ziegler, Wendy Bennett, Emily Edwards, Adam Finney, and Lisa Peterson.
Staff Present: Clerk Kara Hansen, Clerk Diane Roelofs, PW Supervisor Mark Willette
Others Present: Engineer Chris Knutson, Will Purvis, Scot Quist

Mayor Ziegler opened the regular council meeting at 6:00 PM.

Approve Agenda

Jason Dewitte was added to the agenda under miscellaneous D.

Councilor Edwards made a motion to approve the agenda with the additions. 2nd by Councilor Finney. All approved. Motion carried.

Consent Agenda

The consent agenda included the 4/2/2024 meeting minutes, Check Reconciliations, March Cash Balance Investment Report, Checks for Month showing in \$70,393.13 deposits and \$84,509.36 in checks, Savings and Loan Balance, City Revenue Guideline, City Savings Balances, May & June calendar of events, BEC Call Log for April, VCFD April Report, the FD hours for the month of April. Annual SLERF Compliance Report. Resolution 2024-11 Funds Transfer. FEMA GO Closeout.

Councilor Peterson made a motion to approve the consent agenda. 2nd by Councilor Edwards. All approved. Motion carried.

Additional Bills

a). Add'l Bills

Councilor Edwards made a motion to approve the additional bills. 2nd by Councilor Bennett. All approved. Motion carried.

b). 2021A Bond Payment

Councilor Peterson said the funds to pay off the loan will be available when the PFA Bonding money comes in for the city.

Councilor Peterson made a motion to approve the 2021A Bond Payment for 875,083.00. 2nd by Councilor Edwards. All approved. Motion carried.

c). 2023B Bond Payment

Councilor Peterson made a motion to approve the interest payment of 2023B Bond for \$50,349.44. 2nd by Councilor Edwards. All approved. Motion carried.

Public Comment

Mr. Quist of GMS asked if the council had time to consider selling the property the city owns which is next to GMS Industrial in Vernon Center. Mayor Ziegler said the council had not discussed it, and would be open to discussing it when the Infrastructure Project wraps up. Mr. Quist asked if the city had any economic development funds. Mayor Ziegler said the city does not have economic development funds, but directed Mr. Quist to contact the clerk's office in Mapleton about a county program.

Infrastructure Project

Mayor Ziegler informed the council that the contractor sold two of the city's manhole casing when the contract states that all casings were property of the city and not to be sold. The issue has been dealt with and the manhole casing are being replaced by the contractor. Engineer Knutson said the crew working on Oak St N will be starting work on Poplar St W. Mayor Ziegler asked Engineer Knutson to notify the residents and ensure no work is started without giving the residents enough time to make

plans for parking. He asking Engineer Knutson to send it to him in an email that the residents were informed.

a). PFA Contract

Clerk Hansen said the PFA Contract was for council to look over.

b). Pay Application #4

Engineer Chris Knutson said Pay Application #4 was for all work done over the spring up until April 19th, 2024. The total application was \$630,258.94 with project completion at approximately 35%
Councilor Edwards made a motion to approve pay application #4 for \$630,258.94. 2nd by Councilor Peterson. All approved. Motion carried.

c). PFA Pay Disbursements

Councilor Peterson made a motion to approve the PFA Disbursements One, Two, Three, and Four. 2nd by Councilor Edwards. All approved. Motion carried.

d). Water Bill Reimbursement

PW Supervisor Willette said some crews had to shut off the water to some residents and the crews were short of materials for purging the main so he instructed certain residents to run their water for a while and he said he would go to the council and see if their water bill would be adjusted. Mayor Ziegler informed Clerk Hansen to figure an average water usage for each resident who was affected for a three month period of time and deduct that from their next billing.

Councilor Bennett made a motion to approve utility bill reimbursement for the affected properties. 2nd by Councilor Peterson. All approved. Motion carried.

e). Resident Door Damage

PW Supervisor Willette said the city purchased a doorknob for the residents at 104 Main St E as they wouldn't have access to their front door and the back door didn't have a knob. The door knob was installed on April 25th. PW Supervisor said the contractor installed the doorknob, and he checked on the door after the knob was installed. Clerk Hansen said she was contacted on May 6th by the resident and they stated that their door was damaged by the contractor. She sent RPR Engineer Doug Maeder to investigate, and it was his, and PW Supervisor Willette's opinion that the door was kicked in. Photos were provided to city council and the council agreed it appeared as if the door was kicked in based on the dent in the middle of the door and the way the jamb was damaged on the inside. Mayor Ziegler said the residents should contact the Blue Earth County Sheriff's Office on the matter.

f). Railroad St Easements

Councilor Peterson said the drain tile is being installed on the residents' properties and not just into the city ROW. The easements provided are temporary, and they need to be permanent in case the city needs to go onto their property to fix a problem with the drain tile.

Public Works

a). PW Supervisor Notes

PW Supervisor Willette said the city camera discovered a problem on Oak St S where a gasket had broken off and water was leaking in. The contractor repaired the issue before asphalt was put down. He also stated his flows into the WWTP are improving since the Project started. Mayor Ziegler said he wanted to commend PW Supervisor Willette for all the work he's put into the town.

b). POS 203 Park Ave N

Clerk Hansen said the resident at 203 Park Ave N picked up their letter at city hall, and she was able to tell them what was needed to get the Point-of-Sale Sewer document completed. The plumbers who performed the original Point-of-Sale are willing to fill out the form again, but the property owner needs

to reach out to them. So far, she hasn't heard back from them. Mayor Ziegler instructed Clerk Hansen to contact the property owner in a week if she hasn't heard back from them.

c). Plumber's working without license

PW Supervisor Willette said he would like to add an ordinance to digging in the city. Right now there is only a dig policy. Mayor Ziegler said a committee meeting would need to be set up to talk about this. Mayor Ziegler said he and Councilor Bennett would be on that committee.

d). LCRR Help

PW Supervisor Willette said with the infrastructure project he is having trouble finding time to fill out the report required for the LCRR which is due July 15th. He would like Clerk Roelofs to come in and help with the report. Clerk Roelofs said she will work out a day and time that works best for PW Supervisor Willette and help with the LCRR Paperwork.

Miscellaneous

a). Mediacom

Clerk Hansen said Mediacom is looking for a letter of recommendation to bring fiber optics to the town. Councilor Peterson said the letter of recommendation is so they can secure bonding to expand fiber optics into smaller communities.

Councilor Edwards made a motion to send a letter to Mediacom with a recommendation to bring fiber optics into town. 2nd by Councilor Bennett. All approved. Motion carried.

b). Midco Franchise Agreement

The council reviewed attorney Joe Gangi's advice regarding the franchise agreement.

Councilor Edwards made a motion not to approve the franchise agreement sent by Midco. 2nd by Councilor Bennett. All approved. Motion carried.

c). Fireworks

Clerk Hansen said there was no budget for fireworks this year due to the project. Mayor Ziegler said due to the Infrastructure Project there will be no fireworks in town this year.

d). 102 West St N Billing

Mayor Ziegler said the billing for the 102 West St N property needs to go to his residence and not to the property in town. Clerk Hansen said she would make the correction.

Ordinances

a). Amendment to Ordinance 93

There will be a public hearing for the changes to ordinance #93 which change how long a Point-of-Sale inspection form is good for from 3 years to 5 year. It will also require all Point-of-Sale inspections to include a hard copy of the sewer lateral televising to be turned into City Hall.

b). Firearms Ordinances

Councilor Peterson asked if an item should be added to the zoning ordinance stating where it is permissible to have a firing range, and what items can or cannot be brought into town. Mayor Ziegler said he would like Mr. Quist of GMS to discuss business hours, what weapons are allowed, a business plan, age, overall scope, and a brief description of what the shooting range is and present it to a public hearing which is scheduled for June 10th, 2024.

Fire Department Retirement

Mayor Ziegler said the fire department needs to do some more paperwork before they can consider raising the retirement from \$800 to \$1000. The city council will need a diagram showing how much it is going to cost the city and the townships to raise the retirement. After they provide those numbers, then

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there needs to be a meeting scheduled with the townships. Then we can schedule a meeting with the townships about it. And then it'll go back to each board for approval. Mayor Ziegler said he would like to see what it would cost the city to raise it to \$900 and \$1000.

City Hall Printer

Clerk Hansen said City Hall is down to one printer, and it's not running well and frequently jamming. Mayor Ziegler said he was not in favor of a service contract and renting a printer when the city could buy one and service it.

Donation

This is the bench that Councilor Bennett picked out in memory of Stan and Betty Bergemann. Mayor Ziegler asked what the bench was made of. Councilor Bennett said metal and it was painted green. Mayor Ziegler asked where it would be installed. Councilor Bennett said under the tree on the west side of the park. The council decided to talk more about it after the Infrastructure Project was completed in the area of Tiny's Park.

Next Meeting Scheduled for 6/10/2024

Adjourn

Councilor Peterson made a motion to adjourn. 2nd by Councilor Bennett. All approved. Motion carried.

Meeting adjourned at 7:51 PM.

Kara Hansen, Clerk-Treasurer

Dana Ziegler, Mayor

Date approved