

City of Vernon Center
10/28/2025
Special Council Meeting

Council Present: Mayor Dana Ziegler, Wendy Bennett, Emily Edwards, Adam Finney
Staff Present: Clerk Kara Hansen
Others Present: Engineer Chris Knutson

Mayor Ziegler called the special meeting to order at 6:00 PM.

Approve Agenda

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

Well Project Contract

Engineer Knutson said he received the contract with Rubin Construction after the federal government shut down. The funding for the project is coming from USDA-RD, and they are currently furloughed, therefore, USDA-RD cannot approve nor provide funding for the well project. If the City went ahead with the Well Project, they would be doing so at risk and would need to finance it themselves. Mayor Ziegler asked if the council decided to go ahead with the project, when would the contractor expect to be paid. Engineer Knutson said the work would start in November of this year and there would be a pay application for December. Mayor Ziegler asked what would happen if the City decided not to approve the contract. Engineer Knutson said the City would have to rebid the project. There would be no guarantee that Rubin Construction would submit a bid or if other contractors would bid on the project. He said he could ask for an extension from Rubin Construction, and if they accept it, they don't need to change the way the construction works, but there likely would be costs for the project the City would have to fund. Mayor Ziegler directed Engineer Knutson to speak with Rubin Construction about an extension, and there would be a special meeting on Friday October 31st, 2025 at 7:30 AM to discuss their response and make a decision.

Clerk's Holiday Hours

Clerk Hansen said her daycare provider is closing on December 19th of this year, leaving her without childcare for the holiday break. She asked if the council would be willing to consider hybrid hours, letting her work at the office from 7 AM until 12:00 PM, and then working 12:30 PM – 3:30 PM at home. She said she is taking December 24th and 26th off for the holidays, and the only days affected would be December 22nd, December 23rd, December 29-31st and January 2nd. Mayor Ziegler asked if city hall had a VOIP phone yet. Clerk Hansen said the council hasn't approved it yet. Mayor Ziegler said if the council did not approve the contract with Consolidated Communications/Fidium in November then Clerk Hansen should buy a temporary phone and use that for office calls during this period. He also directed her to put a sign on the door and put a notice in the next newsletter letting the residents know about the change during the holiday season. He asked if Clerk Hansen needed any additional days off due to lack of daycare. Clerk Hansen said she'd already asked for all school days off, and she would secure another daycare by summer of 2026.

Councilor Finney made a motion to approve hybrid hours for city hall between December 22nd 2025 and January 2nd 2025. 2nd by Councilor Edwards. All approved. Motion carried.

Adjourn

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

Meeting adjourned at 5:57 PM



Kara Hansen, Clerk-Treasurer



Dana Ziegler, Mayor

Date approved