

City of Vernon Center
Regular Council Meeting
3-3-22

Council Present: Mayor Dana Ziegler, Emily Edwards, Lisa Peterson, Wendy Bennett; absent-Eric Pederson
Staff Present: PW Supervisor Mark Willette, Clerk Diane Roelofs
Others present: Judd Schultz, Auditor Greg Burkhardt, Engineer Chris Knutson

Mayor Dana Ziegler called the meeting to order at 7pm.

Agenda: Councilor Edwards made a motion to approve the agenda. 2nd b Councilor Peterson, all approved, motion carried.

Public Safety: A report was submitted to council showing 43 directed patrols for the month of February resulting in 14.55 hours per week.

2021 Financial Report by Greg Burkhardt: Mr. Burkhardt stated that the financial report is in a draft form and is waiting for the state to publish the compliance regulations. Copies for the council and city will come after they are published and the financial report is then final. An unmodified opinion of the city was presented showing the normal Preparation of Financial records and segregation issues. The report showed 1 check paid late during the year and also provided 46 adjusting entries that are standard. A resolution must be passed if the city wants to opt to choose the final rule option, "city may report to the US Treasury a revenue loss equal to the award amount. This would allow the city to use ARPA funds for any lawful city expenditure." A Single audit will be required for 2022 because the city will receive over \$750,000 and the city should prepare now for compliance requirements; all Federal awards will be included with this. The Financial Report did show that the city is very good shape as far as capital reserves, cash balances-days of cash. Water showed a gain of \$30,486 while sewer department showed a loss of \$65,607 due to pond cleaning.

Infrastructure Project:

DEED-MNVAC Rep. Judd Schultz: Mr. Schultz reached out to DEED to find out more details on the deadline of Sept. 30, 2022 for DEED money to be spent in the project. He reported to them about the struggles of bond language and delays. DEED will grant a 1-year extension when bidding is received and all funding is in place. For the residential rehabilitation they have approximately 3 projects left to finish and have 7 complete. The money received from the last project will need to be spent. The bidding documents for the infrastructure project must be submitted to DEED through Judd Schultz for their review.

SEH, Inc. – Engineer Chris Knutson: Eng. Knutson reported to the council the alternate bid informational map which would be about \$1 million off the total project cost. He noted that East Street and Center Street will be paved if the alternate bids are accepted, but will be left as gravel if not accepted. In either case, the underground will be replaced if necessary.

Mayor Ziegler pointed out that council should not worry about the money until the bids are back. After that, council can decide what to proceed with by additional funding, not accepting alternate bids, etc.

An agreement draft for Blue Earth County has been created and will be sent to city hall and given to county Eng. Ryan Thilges. All projects have been sent back for the second review to USDA-RD and will need to be submitted to DEED. A special meeting will be needed to approve the advertising of bids after USDA-RD approval. Bidding should be released in April and then a special meeting will be called to open the bids.

Public Works: The tractor lease will end June 21, 2022 and council will need to decide to extend the lease, turn the tractor back in, or buyout the tractor at the end of the lease. Council discussed the options and decided it

is best to buyout the tractor. Councilor Peterson made a motion to approve buyout of the tractor for \$73,609.90. 2nd by Councilor Bennett, all approved, motion carried.

201 Center St. S information was shared that PW Supervisor sent to the family of property owner.

Summer Hire: Council agreed to offer \$11 per hour, 30 to 40 hours per week and a deadline to apply by April 1, 2022. The advertising of the job listing should be put on the website, newspaper and posting it locally.

Consent Agenda: The consent agenda included 2-3-22 minutes, checks for the month report-deposits of \$32,340.40 and checks of \$28687.87; cash balance investment reports; 410 Fund Project excel report, calendar of events for March & April, Energy Assistance Program, and project approval letters. Councilor Peterson made a motion to approve the consent agenda, 2nd by Councilor Edwards, all approved, motion carried.

Additional Bills: Councilor Bennett made a motion to approve the additional bids. 2nd by Councilor Edwards, all approved, motion carried. A remote meeting should be set with Burkhardt for next year including the Finance Committee and then the committee reporting back to council. **ADA Grant:** Clerk Roelofs reported that there is a balance of \$912.04 that can be spent towards and ADA requirements and should be spent by 2024. Council advised to research replacing the toilet in the City Hall restroom.

D-Bar 169: Res 2022-09 License Renewal for D Bar 169, Inc.: After review, Councilor Peterson made a motion to approve Res. 2022-09 for licensing. 2nd by Councilor Bennett, all approved, motion carried.

Elections: Res. 2022-08 Re-establish Precincts and Polling Places: After discussion, Councilor Peterson made a motion to approve Res. 2022-08 to Re-establish precincts and polling places. 2nd by Councilor Edwards; roll call vote: Councilor Bennett, aye; Mayor Ziegler, aye; Councilor Peterson, aye; Councilor Edwards, aye; absent— Councilor Eric Pederson.

Fire Department: 1 medical and 1 mutual aid

LJP Curb-side cleanup: LJP will only offer roll-off containers this year and have penciled in June 25th pending council approval. The contract with LJP will be up this year, clerk should reach out to other companies to get their rates. Council agreed upon June 25th.

Miscellaneous November meeting Change: November 10th has been set for the Nov. meeting.

Fireworks: Mayor Ziegler reported about his conversations with Crystal Valley. They have been very cooperative and are asking for guarantee of insurance liability coverage.

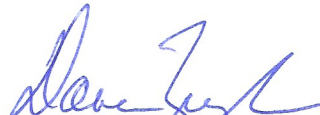
Next Meeting: Tuesday, April 5th, 2022

Adjourn: Councilor Peterson made a motion to adjourn the meeting at 8:37pm. 2nd by Councilor Edwards, all approved, motion carried.

Respectfully submitted by:



Diane Roelofs, Clerk-Treasurer



Dana Ziegler, Mayor

4-5-22
Date Approved