

City of Vernon Center
8/11/2025
Regular Council Meeting

Council Present: Acting-Mayor Lisa Peterson, Wendy Bennett, Emily Edwards, & Adam Finney
Staff Present: Clerk Kara Hansen & PW Supervisor Willette
Others Present: Engineer Chris Knutson, Wayne Krosch, Calvin Baarts

Acting-Mayor Peterson opened the regular council meeting at 6:00 PM.

Approve Agenda

Acting Mayor Peterson asked to move MN Rod & Gun Club from 9 to Public Comment. Councilor Bennett asked to add Park Gazebo to Follow-up From Previous Meeting.

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

Consent Agenda

The consent agenda included the 7/2/2025 Meeting Minutes, June bank reconciliations, Checks for the Month showing \$865,356.28 in deposits and \$883,268.11 in checks, City Expenditure Guideline, City Revenue Guideline, 2020-23 Project Balance Excel Spreadsheet, August & September calendar of events, the July Public Safety Report, the July FD Report, SSS Replacement Participants, & the FD PPE list.

Councilor Finney made a motion to approve the consent agenda. 2nd by Councilor Bennett. 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. Resolution 2025-21

Clerk Hansen explained the city took out an interfund loan for engineering invoices in 2022 and they were on a schedule to repay those funds in June of 2025. She submitted multiple invoices to USDA-RD in May and June, and Ed Gilmore said it would be in either September or October before the city could see those invoices reimbursed. Based on the verbiage in Resolution 2022-19, the City needs to forgive the loan, as there is not enough in the 410 fund to repay the interfund loan.

Councilor Finney made a motion to approve Resolution 2025-21 to make the repay of an interfund loan 0. 2nd by Councilor Edwards. All approved. Motion carried.

c. Resolution 2025-22

Clerk Hansen said this is an Amazon gift card donation from Immense Impact when she recommended the website business to another city.

Councilor Bennett made a motion to approved Resolution 2025-22 to accept an Amazon gift card in the amount of \$25.00 to be used by the city clerk. 2nd by Councilor Finney. All approved. Motion carried.

d. Resolution 2025-23

Clerk Hansen said the 420 Account had a balance of (\$5,012.16). She said work was recently done at 301 West St N to make the sewer lateral compliant and they had applied for SSS Financing. The quote for the sewer replacement was \$11,068.61, but she hasn't received the invoice for it. There are two more sewer lateral replacements whose residents signed up for SSS Financing, and their quotes total \$20,362.00. That added to the work done on 301 West St N totals to \$31,433.61. With the negative balance applied, the account would be (\$36,445.77) by the end of the year. Clerk Hansen recommended a transfer of \$40,000.00 from the 607 Sewer Reserves Fund to keep the account positive.

e. Notice of Acceptability of Work

Engineer Knutson said the notice basically states the contractors fulfilled their requirements on the project. PW Supervisor Willette said there are a few items that need to be addressed: concrete at 100 West St N has popped up, a cleanout at 204 East St N was never glued, and the manholes on 169 are loose again. Engineer Knutson said the above items are considered warranty items, but otherwise the contract is complete.

Public Works

a. PW Supervisor Notes

PW Supervisor Willette said he's had some health struggles, and thanked the council for their understanding in him taking time off. He said several trees fell with the wind storm in town including one in the park. There were a couple parts in town where the asphalt was torn up due to the high heat. He asked if the council wanted to have a street sweeper come through, the council said they thought it wasn't needed this year. He also reviewed the notice of violation from MPCA and the corrective steps the City took, including a meeting Clerk Hansen, Mayor Ziegler, and PW Supervisor Willette had with Pam Rodewald and Terri Roth of MPCA. They MPCA accepted the City's response and work for the NOV. He said a contractor from MDH came to town to test for PFAS in July, and that sample revealed no PFAS in the city water.

b. Sewer Laterals

Clerk Hansen stated she is working on PW Supervisor Willette's notes and organized them by street and address. She then updated the spreadsheet she has which shows which properties are compliant, non-compliant, needing council direction, or need to be re-televised. In the meantime, the council needs to schedule a work study for the sewer laterals this year. Acting-Mayor Peterson directed PW Supervisor Willette to send her a copy of his findings once they are all complete and she will go over them before they schedule a work study.

c. Nero Engineering

The Council decided to table the matter until the next meeting.

d. Car Wash

PW Supervisor Willette said the property owner of 100 West St N came to City Hall asking what it would take to not have to pay the water bill on the property. Acting Mayor Peterson said if the homeowner doesn't want to pay the water and sewer bill, they owner would have to foot the bill to have their water and sewer capped off, and if the new road needs to be dug up, then he will need to put it back in the condition it was previously at. Councilor Peterson directed Clerk Hansen to send a letter to the property owner.

e. 101 Oak St S

Clerk Hansen said she and PW Supervisor Willette have reached out to the homeowners several times about needing to inspect and possibly repair their water meter as it is not transmitting data properly, but their calls go to voicemail and they haven't received a call back in over a month. She said she sent a letter asking them to call her, and they have not. The council advised Clerk Hansen to send the residents of 101 Oak St S a certified letter letting them know they have two weeks to have Public Works come into their house to inspect their water meter or their water will be shut off.

f. Seasonal Help Extension

PW Supervisor Willette asked the council for an extension on Fay Butson's seasonal hours. Clerk Hansen said she reviewed the budget and there are enough funds to keep Fay working at 25 hours a week to

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now the end of August or the beginning of September. The council will wait for the fiber to be installed before the contract is approved.

Citizen Concern 2025-07

Clerk Hansen said the homeowner lives around the snowmobile trail on the south side of town. There is a new house where the trail comes out, and this homeowner doesn't want the snowmobile trail to go through his property, and wants it documented. Clerk Hansen provided a map where the snowmobile trail exists from the property where the new home is located. The council advised the information be passed on to the Amboy Snowbirds, notifying them of the change and that they are not to go on said property and they would need to get the land owners to sign off on the property.

Next Regular Scheduled meeting 9/4/2025

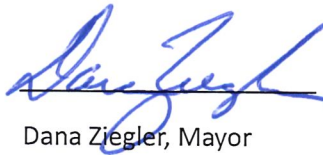
Adjourn

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

Meeting adjourned at 7:30 PM.



Kara Hansen, Clerk-Treasurer



Dana Ziegler, Mayor



Date approved