



## **CITY COUNCIL MEETING AGENDA**

March 25, 2026 ~ 5:00 p.m. ~ Frazee Event Center

*The City of Frazee utilizes TEAMS for meetings. If you would like to participate virtually, please contact City Hall prior to 12:00 pm on the date of the meeting to receive a meeting invitation.*

1. Call the Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve Agenda
5. Open Forum- The City of Frazee welcomes you to this meeting. We have the desire to provide an opportunity to hear from members of the public. This portion of the agenda will be limited to a total of not more than 30 minutes, unless otherwise determined by the council. Individual speakers are asked to limit their comments to not more than 10 minutes, unless otherwise determined by the council. The council requests that all comments be in keeping with, and contribute to, an atmosphere of civil, courteous, thoughtful, and respectful public discourse. The council will not respond to comments at the time of the guest's spot on the agenda; however, if the council feels there needs to be a discussion, comments, or a decision it will be taken up at the New Business part of the agenda with a possibility of future council agenda items. Thank you for attending.
  - a. [Patrick Hollister – PartnerSHIP 4 Health](#)
6. Consent Agenda
  - a. Meeting Minutes – [March 10, 2026](#); [March 11, 2026](#)
  - b. Income Statements
  - c. [Approval of Claims](#)
  - d. [Resolution 0325-2026A – Resolution Accepting Donations for Frazee Rescue Department](#)
  - e. [Resolution 0325-2026B – Resolution Accepting Donations for Frazee Fire Department](#)
  - f. [Liquor Store Adjustments](#)
  - g. [LG220 Application for Exempt Permit – Hornet Softball Booster Club](#)
7. Old Business
8. New Business
  - a. [Rescue Department SOG Approvals](#)
    - i. [Ride Along Program](#)
    - ii. [Dedicated Standby Emergency Medical Services Contract](#)

- b. [Resignation of MaKayla Herbst – Rescue Department](#)

9. Council Member Comments

10. Addendum

- a. Additional Claims
- b. [Resolution 0325-2026C – Wannigan Regional Park City Street Designation Resolution](#)
- c. [Resolution0325-2026D – Authorizing the City of Frazee to Apply for Congressionally Directed Spending for the River Drive North Improvements Project](#)
- d. [LG220 – Application for Exempt Permit – Frazee Firefighters Relief Association](#)

11. Adjournment

## Open Forum

PATRICK HOLLISTER – PARTNERSHIP 4 HEALTH

### FOR IMMEDIATE RELEASE

#### **Growing Our Regional Food Leadership: A Community Conversation on Capacity & Funding**

Becker County, Minnesota — Community members across the region are invited to attend *Growing Our Regional Food Leadership: A Conversation on Community, Capacity & Funding*, a hybrid event taking place Tuesday, April 7th from 4:00–6:00 p.m.

This gathering will be hosted simultaneously at five regional site locations:

- **Morris Public Library, 102 E 6th St, Morris**
- **Family Service Center, Room 8, 715 11th St N, Moorhead**
- **Sourcewell Office, 202 12th St NE, Staples**
- **Stearns County Service Center, Room 1104C/D  
3301 County Road 138, Waite Park**
- **Otter Tail County Government Services Center, Dead Lake Room  
560 Fir Ave W, Fergus Falls**

Participants are encouraged to attend the site nearest to them to connect in person with others in their community. A virtual option will also be available. In the event of inclement weather, the event will transition to a fully virtual format.

The event is designed for farmers, nonprofit leaders, economic development professionals, educators, advocates, and residents who care about strengthening the regional food system.

Attendees will:

- Learn about the Food Council's role in advancing regional food system priorities
- Explore how community members can shape future initiatives
- Brainstorm ways that Climate Smart Food Systems funding could be used in our region
- Receive a sneak preview of an upcoming capacity-building training series focused on using AI tools to identify funding opportunities and support grant writing
- Build connections with others committed to resilient local food systems

The session is interactive, accessible, and designed for participants of all experience levels. No background in AI or grant writing is required.

The Food Council is currently welcoming new members and partners. This event offers an opportunity to learn more, ask questions, and explore how to get involved.

**Please register for the event by March 31. If you register for one of the five in-person meeting locations, a complimentary light supper will be provided.**

To register, visit the following link:

<https://us06web.zoom.us/join/9118282026>

For media inquiries, contact:

Jason Bergstrand

Manager, PartnerSHIP 4 Health

701-306-5280

Jason.Bergstrand@claycountymn.gov

## Consent Agenda

MINUTES – MARCH 10, 2026

1. Call The Meeting To Order
  - a. Mayor Mike Sharp called the work session of the Frazee City Council to order at 5:00 PM.
2. Roll Call
  - a. Members Present: Andrew Daggett, Mark Kemper, Mike Sharp, Jim Rader, and Andrea Froeber
  - b. Members Absent: None
  - c. Staff: Stephanie Poegel, Catreena Mahoney
  - d. Contracted Services: None
  - e. Guests: Heath Peterson – EDA President; Jason Francis – TurnKey Construction; Karen Pederson
3. Pledge Of Allegiance
4. Discussion With TurnKey Construction
  - a. Mayor Sharp opened the discussion by explaining that the Council had requested this meeting to explore potential opportunities for development of multifamily housing on city-owned property. He expressed the Council's belief that TurnKey Construction and Jason Francis are the right developers for the community. Sharp noted that while TurnKey has been working with the EDA on property owned by them, the city owns property by the Dollar General that is highly motivated to be developed, with some portions already zoned for multifamily housing that may be better suited for larger scale development.
  - b. Jason Francis thanked the Council for the meeting and expressed TurnKey's interest in working with the community. He outlined their current projects, including two apartment buildings under construction in Lake Park, one in Barnesville, townhome concepts in Lake Park, and another apartment building in Ottawa, Minnesota. Francis emphasized the importance of ensuring projects are the right fit that pencil out for both the city, community, and developer, noting this approach has worked well in Lake Park and is expected to work well in Barnesville.
  - c. Francis had toured the Dollar General area prior to the meeting and observed the existing senior living facility. He inquired about the target demographic, asking whether the focus would be on younger families or older tenants. He noted that crossing the tracks to reach the school could be a deterrent compared to the Red Willow Estates location previously considered.

- d. Mayor Sharp acknowledged the track crossing issue, indicating the city is looking at options to address it but those solutions might be a few years away. He confirmed that the Lake Park development includes a mixture of demographics and expressed interest in a similar approach for Frazee, contingent on the project being financially viable for TurnKey.
- e. Francis outlined his development process, which includes mapping the area for water and sewer connections, parking layout, and considering surrounding uses like Precision Collision to the north. He emphasized factors that attract tenants, such as landscaping, views, and bus route access for families. Francis raised questions about available programs and incentives, noting that construction costs are high and his investor group needs projects to pencil out with appropriate returns.
- f. Mayor Sharp confirmed that various incentives could be discussed, including TIF, tax abatements, and property sale terms, similar to what was used in Lake Park. Council Member Jim Rader emphasized the community's housing need and the desire to provide opportunities for local businesses to have nearby customers.
- g. Council Member Andrea Froeber described the neighborhood demographics, noting that approximately 70 percent of single-family homes along the area house residents aged 60 and up. She mentioned that the city property is for sale and suggested it could be offered as an additional incentive, noting the city has essentially lost around \$68,000 in potential tax revenue. She indicated the only requirement would be rezoning the property to match TurnKey's development plans.
- h. Francis explained his typical development process, which involves creating a footprint analysis to determine the optimal number of units, followed by a pro forma analysis considering land costs, infrastructure needs, and building costs. This analysis dictates what assistance is needed and helps structure agreements between the city, EDA, and developer. He indicated this approach has been successful in all their locations.
- i. The discussion turned to unit mix preferences. Francis observed that the Dollar General location would likely attract a younger clientele compared to other areas due to proximity factors and walkability without crossing tracks. He referenced their Barnesville project, which features an L-shaped, 35-unit building with enclosed heated garages based on community feedback and willingness to pay for amenities.
- j. Council Member Mark Kemper inquired about ADA compliance requirements. Francis explained that compliance depends on unit count, with approximately 3 units needing full ADA compliance in a 32-unit building. He noted that in Minnesota, all bathrooms in 2-bedroom, 2-bath units must meet ADA requirements, and projects require both local and state approval.
- k. Kemper expressed interest in senior housing options and asked about Francis's experience with such projects. Francis described their upcoming townhome project in Lake Park with 2-bedroom units and community center amenities, potentially including health services through Essentia Health partnerships. Kemper mentioned a successful 8-plex senior housing model in Perham featuring single-level, 2-bedroom units with individual garages.
- l. Kemper also noted that the city owns property across from the Dollar General and suggested TurnKey might consider developing that as well. Mayor Sharp described it as a narrow lot approximately 120 feet wide, potentially suitable for townhomes or mixed-use development with commercial on the ground floor and residential above.
- m. Francis expressed interest in exploring all options provided they fit the community's needs and can achieve full occupancy. He indicated willingness to examine the additional property and assess its development potential.

- n. Regarding unit mix, Council members shared feedback from their Lake Park visits, noting that one-bedroom units were the last to rent despite community requests for them. They suggested focusing on two and three-bedroom units, as even seniors prefer more space and are willing to move within buildings when larger units become available.
- o. Francis acknowledged learning from the Lake Park experience, where they included six one-bedroom units out of 32 total. He explained that the pro forma required 32 units minimum to make the project viable, which resulted in more one-bedroom units than ideal. He noted they've adjusted their approach for future projects based on this experience.
- p. Council Member Rader complimented the Lake Park apartments, noting they would appeal to young families and single people sharing units. Francis reported strong success with quick occupancy and substantial waiting lists for both Lake Park buildings.
- q. When asked about senior housing experience, Francis described their shift from a second apartment building to townhomes in Lake Park, featuring 2-bedroom rental units with community amenities and potential Essentia Health partnerships for telehealth services and wellness programs.
- r. Discussion turned to next steps. Francis indicated he would provide a comprehensive list of items and requirements along with a timeline. He noted his design team is currently busy with hospitality projects and estimated June before beginning conceptual design work, though earlier meetings could address program types, property information, and community development strategies.
- s. The Council tentatively scheduled a follow-up meeting for April 22nd during their regular council meeting to continue discussions.
- t. Andrew Daggett asked about bedroom mix requirements for financial viability. Francis explained that three-bedroom units are more expensive to build, so he typically includes about four three-bedroom units in a 32-unit, two-story building, with the remainder being two-bedroom units and minimal one-bedroom units based on local market preferences.
- u. Francis confirmed that two-story buildings don't require elevators (unlike three-story buildings), and garages would likely be detached due to space constraints, though enclosed detached facilities might be possible.
- v. Karen Pederson inquired about rental rates from Francis's Barnesville project. He indicated two-bedroom units range from \$1,200-\$1,500, with the complete range being \$1,150-\$1,600 for three-bedroom units, with utilities included. Units feature walk-in showers in one bathroom, bathtubs in another, in-unit washer/dryer, and mostly walk-in closets with adequate storage.
- w. Francis outlined his management approach, partnering with Oxford Realty for tenant management while handling maintenance internally. They typically hire one tenant as a building liaison and implement strict policies including background checks, no smoking, and conditional pet policies.
- x. Heath Peterson asked about Essentia Health's role in projects. Francis explained their telehealth and wellness program partnerships, including potential community center spaces for yoga and health programs, with funding facilitated through EDA grant applications.

## 5. Adjournment

M/S/CU: Froeber/Rader moved to adjourn at 5:47 pm

Respectfully Submitted,

## Stephanie Poegel

City Administrator

## Consent Agenda

MINUTES – MARCH 11, 2026

### 1. Call The Meeting To Order

- a. Mayor Sharp called the March 11, 2026 Frazee City Council meeting to order at 5:00 PM.

### 2. Roll Call

- a. Present: Mark Kemper, Mike Sharp, Jim Rader, Andrea Froeber
- b. Absent: Andrew Daggett
- c. Staff: Tina Hansmeier, Catreena Mahoney, Larry Stephenson, Jolene Tappe, Amanda Young, Joe Nelson, Adam Walker, Tyler Trieglaff, Joe Tonihka
- d. Contracted Services: Patrick Bakken – Ramstad, Skoyles & Bakken P.A.
- e. Guests: Polly Andersen – FCDC; Greg Ness – FCDC; Tom Watson – Frazee Area Community Club; Bob Williams; Mark Flemmer – VFW; Luke Sweere

### 3. Pledge Of Allegiance

### 4. Approve Agenda

M/S/CU: Froeber/Rader to approve the agenda as presented. Motion carried.

### 5. Open Forum

- a. Mark Flemmer from the VFW addressed the council regarding plans for an axe throwing event during Turkey Days on July 25th. The self-enclosed trailer with two lanes would be parked in front of the VFW on Main Street from 10 AM to 4 PM. Flemmer sought guidance on alcohol compliance, as patrons might purchase drinks inside the VFW and step outside to watch the axe throwing.
- b. Police Chief Tyler Trieglaff explained that an open beer garden permit was typically obtained for Turkey Days, and if the VFW wanted to allow patrons to bring alcohol outside, they would likely need a separate permit. The matter will be coordinated with the Turkey Day committee and city administration.
- c. Luke Sweere introduced himself as a candidate for Becker County Sheriff. Sweere noted he was hired by the City of Frazee 26 years ago and served as police chief from 2003 until joining the sheriff's office in 2006, where he has worked for the past 20 years. He outlined his vision for a proactive, professional sheriff's department that provides excellent service to the community.

### 6. Consent Agenda

M/S/CU: Froeber/Kemper to approve the consent agenda as presented. Motion carried.

## 7. Committee & Liaison Reports

### a. Andersen & Ness – Presentation on Wannigan Regional Park Branding

- i. Polly Andersen from the Wannigan Park Committee presented the brand handbook for Wannigan Regional Park, accompanied by Greg Ness joining remotely. The handbook serves as a working document to provide consistency and guidance for marketing materials, positioning the park as "adventure central from chill to challenging" to appeal primarily to families.
- ii. The brand focuses on simple illustrations and natural colors, with positioning and messaging developed through focus groups. Key elements include nature, health and exercise, discovery, creativity, connection, and inclusivity. The extended brand identity leverages Frazee's location between Otter Tail and Becker counties with approximately 1,700 lakes.
- iii. Council Member Andrea Froeber expressed concerns about the handbook's focus on young children, questioning whether it adequately appeals to older adults and teenagers. She specifically objected to the "Oops the Owl" character concept, preferring a more professional approach. Froeber also raised questions about using troll imagery without proper permissions from Project 412.
- iv. Greg Ness clarified that the owl character was merely an example and that the plan addresses multiple age groups through various adventures and historical elements. He emphasized that marketing would target diverse audiences including history buffs, outdoor enthusiasts, and international visitors, while keeping costs low through AI-generated content rather than expensive traditional advertising.
- v. Council Member Jim Rader suggested incorporating the community's logging industry history as a strong element of the park's identity, noting Frazee's historical significance as the largest community in Becker County during the lumber boom.
- vi. Andersen explained this is a living document that will evolve over time, with plans to involve high school students and the Cornerstone group in development. The goal is to maintain at least a 4.0 rating for the park while creating various adventure experiences for different interests.
- vii. Council Member Mark Kemper emphasized the importance of remaining open-minded, noting this is just a starting point that will change and improve over time.

M/S/CU: Kemper/Rader to approve the Wannigan Park branding handbook. Motion carried.

## 8. Committee & Liaison Reports

M/S/CU: Rader/Kemper to approve the committee and liaison reports as presented. Motion carried.

## 9. Staff Reports

### a. Fire Department

- i. Fire Chief Adam Walker reported that township annual meetings resulted in significant criticism from several townships regarding budget increases. Walker specifically noted that costs have increased 162% in Height of Land township over the past 8 years, leading to threats from Mean township to discontinue their fire service contract.
- ii. Walker requested increased city council involvement at township meetings, suggesting that having council members present would provide better support and help explain city policies that the fire department cannot address. He proposed establishing bi-yearly meetings with townships in July or August to involve them in budget planning discussions before they receive their bills in February.
- iii. Deputy Fire Chief Joe Nelson supported this approach, noting that township representatives often don't want to listen to repeated explanations from fire department personnel and would benefit from city-level discussions.
- iv. Council Member Andrea Froeber agreed to attend township meetings if provided advance notice through City Administrator Stephanie Poegel. Walker committed to providing meeting schedules a month in advance and working with townships to establish better dialogue.
- v. The council expressed support for having representatives attend township meetings and explore ways to improve relationships with contracting townships.

### b. Rescue

- i. Written report reviewed.

### c. Event Center

- i. Event Center Manager Jolene Tappe reported that new chair bottoms have been found and ordered. Installation will require pulling out old legs completely and installing new ones, which will be done gradually. Protective pads have also been ordered for table legs.

### d. Liquor Store

- i. Liquor Store Manager Amanda Young provided her report without additional comments. Council members appreciated the comparative layout showing this year versus last year's performance.

### e. Police Department

- i. Police Chief Tyler Trieglaff reported ongoing efforts to address the downtown fence issue, with a letter to be sent to the property owner.

### f. Public Works

- i. Public Works Superintendent Larry Stephenson reported significant cost savings following water leak repairs completed last fall. Monthly savings include: fluoride usage (\$74), sodium chloride (\$545), sodium permanganate (\$60), and electricity (\$209.58), totaling approximately \$900 per month in reduced operational costs.

- g. Administration
  - i. Written report reviewed.

M/S/CU: Rader/Froeber to approve all staff reports. Motion carried.

#### 10. Old Business

- a. No items were presented under old business.

#### 11. New Business

- a. OtterTail Power Company Rate Increase
- b. Council Member Jim Rader discussed the proposed 17.7% electric rate increase affecting most city residents and businesses served by Otter Tail Power. The increase impacts both residents and city operations significantly.
- c. Rader noted that the increases are partially driven by electrical demands from new data centers straining infrastructure and generation facilities. He encouraged residents to complete comment forms and submit feedback to potentially reduce the proposed increase.
- d. City Administrator Poegel will prepare a letter to Otter Tail Power expressing the city's concerns about the rate increase.

#### 12. Council Member Comments

- a. No council member comments were made.

#### 13. Addendum

- a. Approval of Additional Claims

M/S/CU: Kemper/Rader to approve additional claims. Motion carried.

- b. Fire Department Grass Truck Graphics Quote
  - i. Fire Chief Walker requested approval for graphics on the new grass truck, matching the design of the existing grass rig.

M/S/CU: Froeber/Kemper to approve the fire department grass truck graphics quote. Motion carried.

- c. All In All Easement
  - i. The council reviewed a previously agreed-upon easement that was never formally filed, requiring approval to allow All In All to proceed with their operations.

M/S/CU: Froeber/Rader to approve the All In All easement. Motion carried.

- d. Liquor Store Adjustments
  - i. This item was presented as informational only, requiring no council action.

#### 14. Adjournment

- a. Community Club representative Tom Watson announced the annual community club meeting scheduled for Thursday, March 19th, with a meal at 5:00 PM and

meeting at 6:00 PM. New board members are needed as several have moved from the area.

M/S/CU: Rader/All to adjourn at 6:38 PM.

Respectfully submitted,

*Stephanie Poegel*

City Administrator

Consent Agenda

INCOME STATEMENTS

# Consent Agenda

## APPROVAL OF CLAIMS



### CITY OF FRAZEE Payments

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Current Period: March 2026

Payments Batch 03252026GEN1		\$23,187.57	
Refer	0 ROSS HETHERINGTON	-	
Cash Payment	E 200-42200-331 Travel/Training Expense	Hotel Reimb - Mahnoment Fire Schl - RH	\$100.69
Invoice	MAR26RH	3/11/2026	
Transaction Date	3/25/2026	Main Checking	10100
			<b>Total</b>
			\$100.69
Refer	0 GALLS, LLC	-	
Cash Payment	E 100-42110-218 Uniforms	Unifors - Men's Flex Heat Wntr L/S Base	\$117.17
Invoice	034240185	2/27/2026	
Transaction Date	3/25/2026	Main Checking	10100
			<b>Total</b>
			\$117.17
Refer	0 RAMSTAD, SKOYLES, WINTERS &	-	
Cash Payment	E 100-42110-304 Legal Fees	Prosecution Fee	\$800.00
Invoice	15820	3/5/2026	
Transaction Date	3/25/2026	Main Checking	10100
			<b>Total</b>
			\$800.00
Refer	0 MN POLLUTION CONTROL AGENC	-	
Cash Payment	E 602-49450-433 Dues and Subscriptions	Water Permit Annual Fees	\$1,450.00
Invoice	10000225320	3/4/2026	
Transaction Date	3/25/2026	Main Checking	10100
			<b>Total</b>
			\$1,450.00
Refer	0 PYE-BARKER FIRE & SAFETY, LLC	-	
Cash Payment	E 601-49400-311 Contracts/Professional S	Fire Ext Inspection WWTP	\$82.00
Invoice	INV00363489	12/18/2025	
Cash Payment	E 602-49450-311 Contracts/Professional S	Fire Ext Inspection	\$153.00
Invoice	INV00363494	12/18/2025	
Transaction Date	3/25/2026	Main Checking	10100
			<b>Total</b>
			\$215.00
Refer	0 U MOTORS	-	
Cash Payment	E 200-42200-404 Repairs/Maint Machinery	2015 Polaris Ranger Annual Service	\$1,642.95
Invoice	20331	3/10/2026	
Transaction Date	3/25/2026	Main Checking	10100
			<b>Total</b>
			\$1,642.95
Refer	0 RMB ENVIRONMENTAL LABORAT	-	
Cash Payment	E 601-49400-313 Samples/Testing	Sample 3/10/2026	\$57.48
Invoice	D086404	3/12/2026	
Cash Payment	E 602-49450-313 Samples/Testing	Sample 3/9/2026	\$97.19
Invoice	D086363	3/16/2026	
Transaction Date	3/25/2026	Main Checking	10100
			<b>Total</b>
			\$154.67
Refer	0 HANSONS PLUMBING & HEATING I	-	
Cash Payment	E 656-46500-401 Repairs/Maint Buildings	Meter Install DTI	\$375.94
Invoice	73795819	2/18/2026	
Transaction Date	3/25/2026	Main Checking	10100
			<b>Total</b>
			\$375.94
Refer	0 STEPHANIE POEGEL	-	
Cash Payment	E 100-41400-321 Telephone	Cell Phone Stipend Jan - Mar 2026	\$150.00
Invoice	Mar26SP	3/13/2026	
Transaction Date	3/25/2026	Main Checking	10100
			<b>Total</b>
			\$150.00
Refer	0 TYLER TRIEGLAFF	-	
Cash Payment	E 100-42110-321 Telephone	Cell Phone Stipend Jan - Mar 2026	\$150.00
Invoice	MAR26TT	3/13/2026	
Transaction Date	3/25/2026	Main Checking	10100
			<b>Total</b>
			\$150.00
Refer	0 TINA HANSMEIER	-	



Payments

Current Period: March 2026

Cash Payment	E 100-41400-321 Telephone	Cell Phone Stipend Jan - Mar 2026		\$150.00
Invoice	MAR26TH 3/13/2026			
Transaction Date	3/25/2026	Main Checking	10100	Total \$150.00
Refer	0 BRET ANDERSON	-		
Cash Payment	E 100-42110-321 Telephone	Cell Phone Stipend Jan - Mar 2026		\$150.00
Invoice	MAR26BA 3/13/2026			
Transaction Date	3/25/2026	Main Checking	10100	Total \$150.00
Refer	0 SCOTT LUHMAN	-		
Cash Payment	E 100-42110-321 Telephone	Cell Phone Stipend Jan - Mar 2026		\$150.00
Invoice	Mar26SL 3/13/2026			
Transaction Date	3/25/2026	Main Checking	10100	Total \$150.00
Refer	0 JESSE GROSSMAN	-		
Cash Payment	E 100-43100-321 Telephone	Cell Phone Stipend Jan - Mar 2026		\$150.00
Invoice	MAR26JG 3/13/2026			
Transaction Date	3/25/2026	Main Checking	10100	Total \$150.00
Refer	0 KEVIN RENOLLET	-		
Cash Payment	E 100-43100-321 Telephone	Cell Phone Stipend Jan - Mar 2026		\$150.00
Invoice	MAR26KR 3/13/2026			
Transaction Date	3/25/2026	Main Checking	10100	Total \$150.00
Refer	0 UNITED COMMUNITY BANK	Ck# 000533E 3/17/2026		
Cash Payment	E 601-49400-432 Uncollectable Checks	ACH Return Fee - Tyschen, Thanaporn		\$10.00
Invoice	MAR26UCBNSF 3/17/2026			
Transaction Date	3/25/2026	Main Checking	10100	Total \$10.00
Refer	0 LEAGUE OF MN CITIES	-		
Cash Payment	E 100-41400-331 Travel/Training Expense	Mahnomen Conference 2026- Cat Mahoney		\$20.00
Invoice	447447 3/17/2026			
Transaction Date	3/25/2026	Main Checking	10100	Total \$20.00
Refer	0 AFLAC	-		
Cash Payment	G 100-21709 Aflac/Colonial Life	AFLAC Mar 2026		\$257.46
Invoice	223330			
Transaction Date	3/25/2026	Main Checking	10100	Total \$257.46
Refer	0 GRAND FORKS FIRE EQUIPMENT	-		
Cash Payment	E 200-42200-218 Uniforms	Uniform - Helmet		\$440.00
Invoice	45870 3/4/2026			
Transaction Date	3/25/2026	Main Checking	10100	Total \$440.00
Refer	0 MN DEPT OF REVENUE - ST	Ck# 000534E 3/17/2026		
Cash Payment	E 100-45183-126 Sales Tax Expense	Campground Rev Sales Tax Feb 2026		\$6.00
Invoice				
Transaction Date	3/25/2026	Main Checking	10100	Total \$6.00
Refer	0 MN DEPT OF REVENUE - ST	Ck# 000535E 3/17/2026		
Cash Payment	G 100-20801 Taxes - Sales & Use Taxes	Utilities Sales Tax - Jan 2026		\$1,408.00
Invoice				
Cash Payment	G 601-20801 Taxes - Sales & Use Taxes	Utiliteis Sales Tax - Jan 2026		\$182.00
Invoice				
Transaction Date	3/25/2026	Main Checking	10100	Total \$1,590.00
Refer	0 LAKE REGION ELECTRIC COOPER	-		
Cash Payment	E 602-49450-381 Electric Utilities	Electric Utilities - 35800		\$2,241.66
Invoice	MAR26LREC 3/5/2026			



CITY OF FRAZEE

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Payments

Current Period: March 2026

Cash Payment	E 100-43180-381	Electric Utilities	Electric Utilities - 2003281314	\$106.20
Invoice	MAR26LREC	3/5/2026		
Cash Payment	E 100-45200-381	Electric Utilities	Electric Utilites - 2005030800	\$23.80
Invoice	MAR26LREC	3/5/2026		
Cash Payment	E 100-46200-381	Electric Utilities	Electric Utilities - 200500500	\$25.34
Invoice	MAR26LREC	3/5/2026		
Cash Payment	E 651-46500-381	Electric Utilities	Electric Utilities - 2694902	\$43.91
Invoice	MAR26LREC	3/5/2026		
Cash Payment	E 651-46500-381	Electric Utilities	Electric Utilities - 616802	\$56.62
Invoice	MAR26LREC	3/5/2026		
Cash Payment	E 202-45000-381	Electric Utilities	Electric Utilites - 2024000800	\$47.39
Invoice	MAR26LREC	3/5/2026		
Transaction Date	3/25/2026		Main Checking 10100	<b>Total</b> \$2,544.72
Refer	0 IRS		Ck# 000536E 3/9/2026	
Cash Payment	G 100-21701	Federal Withholding	Federal - Gen PP#5	\$940.80
Invoice				
Cash Payment	G 100-21703	FICA Tax Withholding	FICA - Gen Pp#5	\$1,547.26
Invoice				Project 0
Cash Payment	G 200-21701	Federal Withholding	Federal - Gen PP#5	\$7.20
Invoice				
Cash Payment	G 200-21703	FICA Tax Withholding	FICA - Gen PP #5	\$11.40
Invoice				
Cash Payment	G 601-21701	Federal Withholding	Federal - Gen PP#5	\$189.06
Invoice				
Cash Payment	G 601-21703	FICA Tax Withholding	FICA - Gen PP #5	\$373.52
Invoice				
Cash Payment	G 602-21701	Federal Withholding	Federal - Gen PP#5	\$260.14
Invoice				
Cash Payment	G 602-21703	FICA Tax Withholding	FICA - Gen PP#5	\$452.04
Invoice				
Cash Payment	G 656-21701	Federal Withholding	Federal - Gen PP#5	\$14.40
Invoice				
Cash Payment	G 656-21703	FICA Tax Withholding	FICA - Gen PP#5	\$22.80
Invoice				
Cash Payment	G 700-21701	Federal Withholding	Federal - Gen PP #5	\$170.97
Invoice				
Cash Payment	G 700-21703	FICA Tax Withholding	FICA - Gen PP#5	\$347.48
Invoice				
Transaction Date	3/9/2026		Main Checking 10100	<b>Total</b> \$4,337.07
Refer	0 MN DEPT OF REVENUE - WH		Ck# 000537E 3/9/2026	
Cash Payment	G 100-21702	State Withholding	State Withholding - Gen PP#5	\$702.73
Invoice				
Cash Payment	G 601-21702	State Withholding	State Withholding - Gen PP#5	\$123.78
Invoice				
Cash Payment	G 602-21702	State Withholding	State Withholding - Gen PP#5	\$121.30
Invoice				
Cash Payment	G 700-21702	State Withholding	State Withholding - Gen PP#5	\$99.66
Invoice				
Transaction Date	3/9/2026		Main Checking 10100	<b>Total</b> \$1,047.47
Refer	0 MN PERA		Ck# 000538E 3/9/2026	
Cash Payment	G 100-21704	PERA	PERA - Gen PP#5	\$3,089.48
Invoice				



Payments

Current Period: March 2026

Cash Payment Invoice	G 200-21704 PERA	PERA - Gen PP#5		\$10.42
Cash Payment Invoice	G 601-21704 PERA	PERA - Gen PP#5		\$359.71
Cash Payment Invoice	G 602-21704 PERA	PERA - Gen PP#5		\$479.34
Cash Payment Invoice	G 656-21704 PERA	PERA - Gen PP#5		\$20.87
Cash Payment Invoice	G 700-21704 PERA	PERA - Gen PP#5		\$317.95
Transaction Date	3/9/2026	Main Checking	10100	<b>Total</b> \$4,277.77
Refer	0 IRS	<u>Ck# 000539E 3/9/2026</u>		
Cash Payment Invoice	G 100-21703 FICA Tax Withholding	FICA - Monthly PP#3		\$112.24
Cash Payment Invoice	G 200-21703 FICA Tax Withholding	FICA - Monthly PP#3		\$100.98
Transaction Date	3/9/2026	Main Checking	10100	<b>Total</b> \$213.22
Refer	0 CODE 4 SERVICES, INC	-		
Cash Payment Invoice	E 200-42200-404 Repairs/Maint Machinery	2023 Ford F-350 Push Bumper Lights		\$582.42
Transaction Date	3/9/2026	Main Checking	10100	<b>Total</b> \$582.42
Refer	0 FIRE - FIRE INSTRUCTION & RESC	-		
Cash Payment Invoice	E 200-42200-331 Travel/Training Expense	Basic Fire Training - JR		\$1,500.00
Invoice 7876	1/8/2026			
Transaction Date	3/25/2026	Main Checking	10100	<b>Total</b> \$1,500.00
Refer	0 HAWKINS, INC.	-		
Cash Payment Invoice	E 601-49400-216 Chemicals and Chem Pr	Chemicals and Chem Products		\$655.02
Invoice 7363921	3/17/2026			
Transaction Date	3/25/2026	Main Checking	10100	<b>Total</b> \$655.02

Fund Summary

	10100 Main Checking
100 GENERAL FUND	\$10,006.28
200 FIRE FUND	\$4,396.06
202 WANNIGAN REGIONAL PARK	\$47.39
601 WATER FUND	\$2,012.57
602 SEWER FUND	\$5,254.67
651 ECONOMIC DEVELOPMENT AUTHORITY	\$100.53
656 EDA - East Main Retail	\$434.01
700 Community Development	\$936.06
	<u>\$23,187.57</u>

Pre-Written Checks	\$11,481.53
Checks to be Generated by the Computer	\$11,706.04
<b>Total</b>	<u>\$23,187.57</u>



Payments

Current Period: March 2026

Payments Batch 03252026LSEC1		\$21,262.21	
<b>Refer 0 MN DEPT OF REVENUE - WH Ck# 000386E 3/9/2026</b>			
Cash Payment	G 609-21702 State Withholding	State Withholding LIQ PP#5	\$154.84
Invoice			
Transaction Date	3/9/2026	Liquor Store 10101	<b>Total \$154.84</b>
<b>Refer 0 MN PERA Ck# 000387E 3/9/2026</b>			
Cash Payment	G 609-21704 PERA	PERA - LIQ PP#5	\$716.21
Invoice			
Cash Payment	G 610-21704 PERA	PERA - LIQ PP#5	\$41.50
Invoice			
Transaction Date	3/9/2026	Liquor Store 10101	<b>Total \$757.71</b>
<b>Refer 0 IRS Ck# 000388E 3/9/2026</b>			
Cash Payment	G 609-21701 Federal Withholding	Federal Withholding - LIQ PP#5	\$178.30
Invoice			
Cash Payment	G 609-21703 FICA Tax Withholding	FICA - LIQ PP#5	\$723.74
Invoice			
Cash Payment	G 610-21703 FICA Tax Withholding	FICA - LIQ PP#5	\$84.52
Invoice			
Transaction Date	3/9/2026	Liquor Store 10101	<b>Total \$986.56</b>
<b>Refer 0 MN DEPT OF REVENUE - ST Ck# 000389E 3/17/2026</b>			
Cash Payment	G 609-20801 Taxes - Sales & Use Taxes	Sale & Use Tax - Off Sale	\$2,911.00
Invoice			
Cash Payment	G 609-20801 Taxes - Sales & Use Taxes	Sale & Use Tax - On Sale	\$2,468.00
Invoice			
Cash Payment	E 610-49752-126 Sales Tax Expense	Sale & Use Tax - EC Beer	\$76.00
Invoice			
Cash Payment	E 610-49752-126 Sales Tax Expense	Sale & Use Tax -EC Liquor	\$34.00
Invoice			
Cash Payment	E 610-49752-126 Sales Tax Expense	Sale & Use Tax - EC Wine	\$153.00
Invoice			
Cash Payment	E 610-49752-126 Sales Tax Expense	Sale & Use Tax - EC Misc	\$11.00
Invoice			
Cash Payment	E 610-49752-126 Sales Tax Expense	Sale & Use Tax - Rent Revenue	\$1.00
Invoice			
Transaction Date	3/17/2026	Liquor Store 10101	<b>Total \$5,654.00</b>
<b>Refer 0 JOHNSON BROTHERS LIQUOR CO _</b>			
Cash Payment	E 609-49750-253 Wine For Resale	Wine For Resale	\$56.00
Invoice 1006013 3/10/2026			
Cash Payment	E 609-49750-440 Fuel/Delivery Surcharge	Delivery Fee	\$6.17
Invoice 1006013 3/10/2026			
Cash Payment	E 609-49750-251 Liquor For Resale	Liquor For Resale	\$206.00
Invoice 1006013 3/10/2026			
Cash Payment	E 609-49750-253 Wine For Resale	Wine For Resale	\$252.00
Invoice 1010486 3/17/2026			
Cash Payment	E 609-49750-251 Liquor For Resale	Liquor For Resale	\$482.90
Invoice 1010486 3/17/2026			
Cash Payment	E 609-49750-440 Fuel/Delivery Surcharge	Delivery Fee	\$10.00
Invoice 1010486 3/17/2026			
Cash Payment	E 609-49750-251 Liquor For Resale	Liquor For Resale	\$0.59
Invoice 2991305 2/13/2026			



CITY OF FRAZEE

Payments

Current Period: March 2026

Transaction Date	3/17/2026	Liquor Store	10101	Total	\$1,013.66
Refer	0 PHILLIPS WINE & SPIRITS	-			
Cash Payment	E 609-49750-253 Wine For Resale	Wine For Resale			\$33.00
Invoice	5138388 3/10/2026				
Cash Payment	E 609-49750-440 Fuel/Delivery Surcharge	Delivery Fee			\$10.00
Invoice	513388 3/10/2026				
Cash Payment	E 609-49750-251 Liquor For Resale	Liquor For Resale			\$429.75
Invoice	5138388 3/10/2026				
Cash Payment	E 609-49750-253 Wine For Resale	Wine For Resale			\$57.90
Invoice	5141953 3/17/2026				
Cash Payment	E 609-49750-251 Liquor For Resale	Liquor For Resale			\$1,914.51
Invoice	5141953 3/17/2026				
Cash Payment	E 609-49751-251 Liquor For Resale	Liquor For Resale			\$985.26
Invoice	5141953 3/17/2026				
Cash Payment	E 610-49752-251 Liquor For Resale	Liquor For Resale			\$403.63
Invoice	5141953 3/17/2026				
Cash Payment	E 609-49750-440 Fuel/Delivery Surcharge	Delivery Fee			\$38.00
Invoice	5141953 3/17/2026				
Transaction Date	3/17/2026	Liquor Store	10101	Total	\$3,872.05
Refer	0 D-S BEVERAGES, INC	-			
Cash Payment	E 609-49751-252 Beer For Resale	Beer For Resale			\$77.40
Invoice	952387 3/11/2026				
Cash Payment	E 609-49750-252 Beer For Resale	Beer For Resale			\$2,924.90
Invoice	952387 3/11/2026				
Cash Payment	E 610-49752-252 Beer For Resale	Beer For Resale			\$214.10
Invoice	952388 3/11/2026				
Transaction Date	3/17/2026	Liquor Store	10101	Total	\$3,216.40
Refer	0 BELLBOY CORPORATION	-			
Cash Payment	E 609-49750-440 Fuel/Delivery Surcharge	Freight Charge			\$18.15
Invoice	0210708900 3/12/2026				
Cash Payment	E 609-49750-251 Liquor For Resale	Liquor For Resale			\$1,360.00
Invoice	0210708900 3/12/2026				
Cash Payment	E 609-49750-251 Liquor For Resale	Liquor For Resale			\$426.45
Invoice	0210733300 3/12/2026				
Cash Payment	E 609-49750-440 Fuel/Delivery Surcharge	Freight Charge			\$6.60
Invoice	0210733300 3/12/2026				
Transaction Date	3/17/2026	Liquor Store	10101	Total	\$1,811.20
Refer	0 DACOTAH PAPER CO	-			
Cash Payment	E 609-49751-210 Operating Supplies (GE	Operating Supplies			\$134.90
Invoice	30152 3/16/2026				
Transaction Date	3/17/2026	Liquor Store	10101	Total	\$134.90
Refer	0 SYSCO NORTH DAKOTA, INC	-			
Cash Payment	E 609-49751-259 Food for Resale	Food For Resale			\$531.99
Invoice	395129845 3/17/2026				
Cash Payment	E 609-49751-213 Operating Supplies - Fo	Operating Supplies			\$5.90
Invoice	395129845 3/17/2026				
Cash Payment	E 609-49751-440 Fuel/Delivery Surcharge	Delivery Charge			\$6.50
Invoice	395129845 3/17/2026				
Transaction Date	3/17/2026	Liquor Store	10101	Total	\$544.39
Refer	0 BERGSETH BROS	-			



Payments

Current Period: March 2026

Cash Payment	E 610-49752-252	Beer For Resale	Beer For Resale		\$265.30
Invoice	506373	3/12/2026			
Cash Payment	E 609-49750-252	Beer For Resale	Beer For Resale		\$1,077.55
Invoice	506374	3/12/2026			
Transaction Date	3/17/2026		Liquor Store	10101	<b>Total</b> \$1,342.85
Refer	0	<u>BEVERAGE WHOLESALERS, INC</u>	-		
Cash Payment	E 610-49752-252	Beer For Resale	Beer For Resale		\$70.05
Invoice	425618	3/12/2026			
Cash Payment	E 609-49750-252	Beer For Resale	Beer For Resale		\$754.75
Invoice	425619	3/12/2026			
Transaction Date	3/17/2026		Liquor Store	10101	<b>Total</b> \$824.80
Refer	0	<u>VIKING COCA COLA BOTTLING CO</u>	-		
Cash Payment	E 609-49750-254	Soft Drinks/Mix For Res	Soft Drinks Fore Resale		\$193.35
Invoice	3826604	3/11/2026			
Transaction Date	3/17/2026		Liquor Store	10101	<b>Total</b> \$193.35
Refer	0	<u>BUCKS MILL BREWING</u>	-		
Cash Payment	E 609-49750-252	Beer For Resale	Beer For Sale		\$187.00
Invoice	031026B	3/10/2026			
Transaction Date	3/17/2026		Liquor Store	10101	<b>Total</b> \$187.00
Refer	0	<u>AMANDA YOUNG</u>	-		
Cash Payment	E 609-49751-321	Telephone	Cell Stipend Jan - Mar 2026		\$150.00
Invoice	MAR26AY	3/13/2026			
Transaction Date	3/25/2026		Liquor Store	10101	<b>Total</b> \$150.00
Refer	0	<u>JOLENE TAPPE</u>	-		
Cash Payment	E 610-49752-321	Telephone	Cell Stipend Jan - Mar 2026		\$150.00
Invoice	MAR26JT	3/13/2026			
Transaction Date	3/25/2026		Liquor Store	10101	<b>Total</b> \$150.00
Refer	0	<u>SOUTHERN GLAZERS OF MN</u>	<u>Ck# 000390E 3/25/2026</u>		
Cash Payment	E 609-49750-251	Liquor For Resale	Liquor For Resale		\$265.42
Invoice	2735208	3/13/2026			
Cash Payment	E 609-49750-440	Fuel/Delivery Surcharge	Delivery Fee		\$3.08
Invoice	2735208	3/13/2026			
Transaction Date	3/25/2026		Liquor Store	10101	<b>Total</b> \$268.50

Fund Summary

	10101 Liquor Store	
609 MUNICIPAL LIQUOR FUND		\$19,758.11
610 EVENT CENTER FUND		\$1,504.10
		<b>\$21,262.21</b>

Pre-Written Checks	\$7,821.61
Checks to be Generated by the Computer	\$13,440.60
<b>Total</b>	<b>\$21,262.21</b>

# Consent Agenda

## RESOLUTION 0325-2026A – RESOLUTION ACCEPTING DONATIONS TO FRAZEE RESCUE DEPARTMENT



P.O. Box 387, 222 Main Ave. W., Frazee, MN 56544

Waters Trails Shops Parks

City Phone: 218-334-4991 | City Fax: 218-334-4992

### RESOLUTION No. 0325-2026A

#### A RESOLUTION EXPRESSING ACCEPTANCE OF AND APPRECIATION FOR FRAZEE RESCUE DEPARTMENT DONATIONS

WHEREAS; the City of Frazee is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of recreational services pursuant to Minnesota Statutes Section 471.17; and

WHEREAS; The Frazee Rescue Department is a vital necessity for the City of Frazee, surrounding Townships, and Counties; and

WHEREAS; the following persons have generously donated the amounts set forth below to the Frazee Rescue Department:

<u>Name of Donor</u>	<u>Amount</u>
<b>Wolf Pack Snowmobile Club</b>	<b>\$75.00</b>

WHEREAS: It is the desire of the donor to use this donation towards the needs of the Frazee Rescue Department; and

WHEREAS; the City Council is appreciative of these donations and commend the donors for their civic efforts and contributions.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Frazee, Minnesota:

1. that the donations are accepted and acknowledged with gratitude.
2. that the donations will be used towards the needs of the Frazee Rescue Department.

THEREFORE, BE IT KNOWN; Adoption of this resolution this 25<sup>th</sup> of March, 2026 by the City Council of Frazee.

With the following voting:

	Daggett	Froeber	Kemper	Rader	Sharp
Aye					
Nay					
Abstain					
Absent					

\_\_\_\_\_  
Mike Sharp,  
Mayor

\_\_\_\_\_  
Stephanie Poegel,  
City Administrator

# Consent Agenda

## RESOLUTION 0325-2026B – RESOLUTION ACCEPTING DONATIONS TO FRAZEE FIRE DEPARTMENT



P.O. Box 387, 222 Main Ave. W., Frazee, MN 56544

Waters Trails Shops Parks

City Phone: 218-334-4991 | City Fax: 218-334-4992

### RESOLUTION No. 0325-2026B

A RESOLUTION EXPRESSING ACCEPTANCE OF AND APPRECIATION FOR FRAZEE FIRE DEPARTMENT DONATIONS

WHEREAS; the City of Frazee is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of recreational services pursuant to Minnesota Statutes Section 471.17; and

WHEREAS; The Frazee Fire Department is a vital necessity for the City of Frazee, surrounding Townships, and Counties; and

WHEREAS; the following persons have generously donated the amounts set forth below to the Frazee Fire Department:

<b><u>Name of Donor</u></b>	<b><u>Amount</u></b>
<b>Wolf Pack Snowmobile Club</b>	<b>\$75.00</b>

WHEREAS: It is the desire of the donor to use this donation towards the needs of the Frazee Fire Department; and

WHEREAS; the City Council is appreciative of these donations and commend the donors for their civic efforts and contributions.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Frazee, Minnesota:

1. that the donations are accepted and acknowledged with gratitude.
2. that the donations will be used towards the needs of the Frazee Fire Department.

THEREFORE, BE IT KNOWN; Adoption of this resolution this 25<sup>th</sup> day of March, 2026 by the City Council of Frazee. With the following voting:

	Daggett	Froeber	Kemper	Rader	Sharp
Aye					
Nay					
Abstain					
Absent					

\_\_\_\_\_  
Mike Sharp,  
Mayor

\_\_\_\_\_  
Stephanie Poegel,  
City Administrator

# Consent Agenda

## LIQUOR STORE ADJUSTMENTS



### CITY OF FRAZEE Journal Entries

03/09/26 3:08 PM  
Page 1

Current Period: July 2025

Batch Name LS Adjust 07-2025

Refer	0		Debit	Credit
E 609-49750-251	Liquor For Resale	July 2025 Liquor Store Transfers	\$0.00	\$1,415.60
E 609-49751-251	Liquor For Resale	July 2025 Liquor Store Transfers	\$1,415.60	\$0.00
E 609-49750-252	Beer For Resale	July 2025 Liquor Store Transfers	\$0.00	\$3,698.85
E 609-49751-252	Beer For Resale	July 2025 Liquor Store Transfers	\$3,698.85	\$0.00
E 609-49750-254	Soft Drinks/Mix For Resale	July 2025 Liquor Store Transfers	\$0.00	\$101.73
E 609-49751-254	Soft Drinks/Mix For Resale	July 2025 Liquor Store Transfers	\$101.73	\$0.00
Transaction Date 7/31/2025			<b>Total</b>	<b>\$5,216.18</b>

#### Fund Summary

Refer	609 MUNICIPAL LIQUOR FUND	Debit	Credit	Difference
Refer 0	609 MUNICIPAL LIQUOR FUND	\$5,216.18	\$5,216.18	In Balance

For each fund the Debits MUST equal Credits to be In Balance.



### CITY OF FRAZEE Journal Entries

03/09/26 3:10 PM  
Page 1

Current Period: August 2025

Batch Name LS Adjust 08-2025

Refer	0		Debit	Credit
E 609-49750-251	Liquor For Resale	August 2025 Liquor Store Transfers	\$0.00	\$218.50
E 609-49751-251	Liquor For Resale	August 2025 Liquor Store Transfers	\$218.50	\$0.00
E 609-49750-252	Beer For Resale	August 2025 Liquor Store Transfers	\$0.00	\$1,973.72
E 609-49751-252	Beer For Resale	August 2025 Liquor Store Transfers	\$1,973.72	\$0.00
E 609-49750-254	Soft Drinks/Mix For Resale	August 2025 Liquor Store Transfers	\$0.00	\$72.64
E 609-49751-254	Soft Drinks/Mix For Resale	August 2025 Liquor Store Transfers	\$72.64	\$0.00
Transaction Date 8/31/2025			<b>Total</b>	<b>\$2,264.86</b>

#### Fund Summary

Refer	609 MUNICIPAL LIQUOR FUND	Debit	Credit	Difference
Refer 0	609 MUNICIPAL LIQUOR FUND	\$2,264.86	\$2,264.86	In Balance

For each fund the Debits MUST equal Credits to be In Balance.

# Consent Agenda

## LG220 APPLICATION FOR EXEMPT PERMIT – HORNET SOFTBALL BOOSTER CLUB

MINNESOTA LAWFUL GAMBLING

### LG220 Application for Exempt Permit

4/23  
Page 1 of 3

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

#### ORGANIZATION INFORMATION

Organization Name: Hornet Softball Booster Club Previous Gambling Permit Number: X- 95032-25-004

Minnesota Tax ID Number, if any: \_\_\_\_\_ Federal Employer ID Number (FEIN), if any: 32-0694420

Mailing Address: 17086 385th Ave

City: Frazee State: MN Zip: 56544 County: Becker

Name of Chief Executive Officer (CEO): Mackenzie Hamm

CEO Daytime Phone: 218-329-6199 CEO Email: hornetsoftballboosterclub@gmail.com  
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): \_\_\_\_\_

#### NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal     Religious     Veterans     Other Nonprofit Organization

#### Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**  
Don't have a copy? Obtain this certificate from:  
MN Secretary of State, Business Services Division    Secretary of State website, phone numbers:  
60 Empire Drive, Suite 100    [www.sos.state.mn.us](http://www.sos.state.mn.us)  
St. Paul, MN 55103    651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**  
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
If your organization falls under a parent organization, attach copies of both of the following:  
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and  
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

#### GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Frazee Event Center

Physical Address (do not use P.O. box): 114 Lake St. N

Check one:

City: Frazee, MN Zip: 56544 County: Becker

Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): 7/23/2026

Check each type of gambling activity that your organization will conduct:

Bingo     Paddlewheels     Pull-Tabs     Tipboards     Raffle

**Gambling equipment** for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

## **Frazeo Rescue**

### **Frazeo City Council**

**Meeting Date: 3/25/26**

#### **SOP for Approval - Ride Along Program**

- This Standard Operating Procedure outlines the three different aspects of our Ride Along Program and clarifies the goals associated with it.

#### **Contract document for Approval - Dedicated Standby**

- This has been established for entities that require medical staff to be present for their event.
- Previously these services were provided and funded by a donation from the entity requesting our services.
  - There has been no consistency to the donation amounts between entities.
  - There has been no compensation to members for their time.
  - These have been for-profit events.
- This contract ensures all entities requesting this service are treated equally, members are compensated for their time, and operational costs are covered.
- This does not apply to community engagement events Frazeo Rescue routinely attends or intended for contracted services outside our primary service area.

#### **Resignation for Approval - Makayla Herbst**

Respectfully Submitted - 3/18/26

Matthew Johnson  
Rescue Chief

# Ride Along Program

## Frazer Rescue Standard Operating Procedure (SOP)

---

### 1. Purpose

The purpose of the Frazer Rescue Ride Along Program is to provide members of the public with an opportunity to observe and better understand the operations, responsibilities, and community service provided by Frazer Rescue.

This program is intended to:

- Promote public awareness of emergency medical services and rescue operations.
- Provide educational exposure to individuals interested in emergency services.
- Encourage potential recruitment of new members to Frazer Rescue.
- Strengthen relationships between Frazer Rescue and the community we serve.

The safety of our personnel, patients, and participants is the highest priority during all ride-along activities.

---

### 2. Scope

This SOP applies to:

- All Frazer Rescue members
- Ride-along participants
- Prospective members

- Minors participating in approved events
  - Any individual approved to ride in or on Frazee Rescue vehicles
- 

## 3. Definitions

### **Ride-Along Participant**

A non-member who has been approved to observe Frazee Rescue operations while riding in or on a rescue vehicle.

### **Prospective Member**

An individual interested in joining Frazee Rescue who has initiated the membership process or has been approved to observe operations for recruitment purposes.

### **Minor**

Any individual under the age of 18.

### **Waiver Form**

A liability and acknowledgment form that must be signed and approved before a non-member participates in the ride-along program.

---

## 4. Eligibility

Participation in the ride-along program is subject to the following requirements:

- Participants must receive prior approval from the Rescue Chief or their designee.
- All non-members must complete and submit a Ride-Along Waiver Form.
- Waivers must be signed and approved prior to participation.
- Minors must have parent or legal guardian consent.

Frazee Rescue reserves the right to deny or terminate participation at any time for safety or operational reasons.

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## 5. Program Participation Levels

### 5.1 General Public Ride-Along Participants

Members of the general public may participate in the ride-along program under the following conditions:

- A signed and approved waiver form must be on file before participation.
- Participants may ride in Frazee Rescue vehicles while they are in motion.
- Participants may not interfere with emergency operations.
- The crew in charge may restrict access to scenes or patient areas when necessary for safety or privacy.

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### 5.2 Prospective Members

Individuals interested in joining Frazee Rescue may participate as ride-along observers under the following conditions:

- A signed and approved waiver form must be on file.
- Prospective members may respond to emergency calls with Frazee Rescue personnel.
- Prospective members must follow all instructions from the crew in charge.
- Prospective members may observe but may not perform patient care or operational tasks unless authorized by the Rescue Chief and appropriately trained.

Participation in the ride-along program does not constitute membership.

Minors who are 16 or 17 years of age may participate under this category if:

- A parent or guardian signed waiver is on file, and
  - Participation has been approved by the Rescue Chief or their designee.
- 

## 5.3 Minors – Community Events and Parades

Non-members under the age of 18 may participate in limited ride-along activities during approved public events.

Conditions include:

- A signed waiver and parental/guardian consent form must be on file.
- Participation is limited to parades, community events, and other non-emergency activities.
- Minors may ride in or on rescue vehicles during these events.
- Non-member minors may never ride in or on a rescue vehicle while responding to an emergency call.

Exception:

Minors 16 years of age or older may participate under the Prospective Member category if approved by the Rescue Chief or their designee and with a signed parent/guardian waiver on file.

---

## 6. Waiver Requirement

All non-members must complete and submit a Ride-Along Waiver Form prior to participation.

The waiver must:

- Be fully completed
- Be signed by the participant

- Be signed by a parent or guardian if the participant is under 18
- Be approved by the Rescue Chief or their designee

No non-member will be allowed to ride in or on any Frazee Rescue emergency vehicle without a signed and approved waiver on file.

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## 7. Confidentiality and Patient Privacy

Frazee Rescue is an Emergency Medical Services (EMS) provider and must comply with the Health Insurance Portability and Accountability Act (HIPAA) and all applicable patient privacy laws.

Ride-along participants must adhere to the following:

- Any patient information observed or heard during participation is strictly confidential.
- Participants may not share, discuss, record, or publish any patient information.

This includes but is not limited to:

- Patient names
- Medical conditions
- Addresses
- Incident details
- Photographs, videos, or audio recordings

Participants may not take photos, videos, or recordings during responses, at scenes, or inside medical areas.

Violation of patient confidentiality will result in:

- Immediate termination of the ride-along

- Possible removal from the program
  - Potential legal consequences under HIPAA regulations.
- 

## 8. Safety Requirements

Ride-along participants must:

- Follow all instructions from the crew in charge.
- Remain seated and wear seatbelts whenever the vehicle is in motion.
- Wear any required safety equipment when directed.
- Stay in designated safe areas during emergency scenes.

Participants must never interfere with emergency operations or patient care.

The crew in charge may terminate a ride-along at any time if safety concerns arise.

---

## 9. Conduct

Participants are expected to behave professionally and respectfully.

The following are prohibited:

- Interfering with emergency operations
- Entering restricted areas without permission
- Use of alcohol or drugs before or during participation
- Disruptive or unsafe behavior

Failure to follow conduct guidelines may result in immediate termination of participation.

---

## 10. Program Termination

Frazee Rescue personnel may terminate a ride-along at any time due to:

- Safety concerns
- Operational needs
- Policy violations
- Inappropriate conduct

Participation in the program is a **privilege and not a right.**

## New Business

RESCUE DEPARTMENT SOG APPROVALS – DEDICATED STANDBY EMERGENCY MEDICAL SERVICES CONTRACT

# Dedicated Standby Emergency Medical Services Contract

This Dedicated Standby Emergency Medical Services Contract (“Agreement”) is entered into by and between:

**Service Provider:**

Frazee Rescue (City of Frazee)  
222 Main Avenue West  
Frazee, MN 56544  
Phone: 218-334-6375  
Email: Frazee.Rescue@frazeecity.com

and

**Requesting Organization:**

Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

---

## 1. Purpose of Agreement

This Agreement is for the provision of **Dedicated Standby Emergency Medical Services** by Frazee Rescue (City of Frazee) for the event or activity described below. Dedicated standby services consist of having Frazee Rescue personnel and equipment available on-site during the agreed-upon time frame.

---

## 2. Event / Standby Details

- Event or Activity Name: \_\_\_\_\_
- Event Date: \_\_\_/\_\_\_/\_\_\_\_\_
- Is your event conditional on medical staff being on scene? Y / N
- Standby Time Range: From \_\_\_\_\_ (AM/PM) to \_\_\_\_\_ (AM/PM)
- Event Location: \_\_\_\_\_

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### 3. Description of Services Requested

The Requesting Organization shall describe the nature of the event and the services needed from Frazee Rescue:

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### 4. Fees and Payment

- The fee for Dedicated Standby services is **\$150 per hour**.
- Additional hours beyond the scheduled time will be billed at **\$150 per hour**.
- Availability for additional hours is **not guaranteed** unless requested and approved in advance.

Billing for services will be invoiced **after the event** by the City of Frazee.

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### 5. Staffing and Emergency Response Priority

Frazee Rescue personnel assigned to a dedicated standby remain part of the community's emergency response system. In the event of a life-threatening emergency elsewhere requiring immediate response, Frazee Rescue personnel may be required to leave the dedicated standby to respond to that incident.

Frazee Rescue will make reasonable efforts to minimize disruption; however, public safety and life-threatening emergencies shall take priority.

---

### 6. Requesting Organization Contact Information

The Requesting Organization shall provide the following primary contact information:

- Primary Contact Name: \_\_\_\_\_
- Title/Role: \_\_\_\_\_
- Phone Number: \_\_\_\_\_
- Email Address: \_\_\_\_\_

---

## 7. General Terms

- This Agreement does not guarantee patient transport or advanced care beyond the scope of standard Frazee Rescue operations.
  - The Requesting Organization agrees to provide reasonable access, space, and cooperation necessary for Frazee Rescue operations.
  - This Agreement constitutes the entire understanding between the parties regarding dedicated standby services for the event listed.
- 

## 8. Acceptance and Signatures

By signing below, both parties acknowledge and agree to the terms of this Agreement.

For the Requesting Organization:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

For Frazee Rescue (City of Frazee):

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## New Business

RESIGNATION OF MAKAYLA HERBST

To the Frazee Rescue,

I am submitting my resignation as an Emergency Medical Responder with Frazee Rescue. This was not an easy decision, but due to my focus on graduating and navigating an important stage in my life, I am unable to give the level of time and commitment the department deserves.

I am grateful for the opportunity to have been part of the team and truly value the experience I've gained. I hope that once I am in a more stable position and able to fully commit, I may have the opportunity to reapply in the future.

Sincerely,  
MaKayla Herbst

# Addendum

## ADDITIONAL CLAIMS

### CITY OF FRAZEE Payments

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Current Period: March 2026

Payments Batch 03252026GEN2		\$77,365.14	
Refer	0 ARVIG ENTERPRISES INC	-	
Cash Payment	E 100-41400-321 Telephone	Telephone - Clerk	\$230.04
Invoice	MAR26AE 3/6/2026		
Cash Payment	E 202-45000-321 Telephone	Telephone - Wannigan	\$86.45
Invoice	MAR26AE 3/6/2026		
Cash Payment	E 700-46700-321 Telephone	Telephone - CDC	\$9.93
Invoice	MAR26AE 3/6/2026		
Cash Payment	E 100-42110-321 Telephone	Telephone - PD	\$179.61
Invoice	MAR26AE 3/6/2026		
Cash Payment	E 201-42300-321 Telephone	Telephone - Rescue	\$4.98
Invoice	MAR26AE 3/6/2026		
Cash Payment	E 100-45200-321 Telephone	Telephone - TLB	\$155.95
Invoice	MAR26AE 3/6/2026		
Cash Payment	E 601-49400-321 Telephone	Telephone - Water	\$85.81
Invoice	MAR26AE 3/6/2026		
Cash Payment	E 100-43100-321 Telephone	Telephone - Streets	\$164.90
Invoice	MAR26AE 3/6/2026		
Transaction Date	3/25/2026	Main Checking 10100	Total \$917.67
Refer	0 FRAZEE ELECTRIC, INC	-	
Cash Payment	E 100-42110-407 Repairs/Maint Equipmen	Camera removal 2nd st poles	\$170.00
Invoice	14280 3/16/2026		
Transaction Date	3/25/2026	Main Checking 10100	Total \$170.00
Refer	0 UNITED COMMUNITY BANK	Ck# 000541E 3/19/2026	
Cash Payment	E 601-49400-432 Uncollectable Checks	ACH Return Fee - Mickelson, R	\$10.00
Invoice			
Transaction Date	3/19/2026	Main Checking 10100	Total \$10.00
Refer	0 LINCOLN NATIONAL LIFE INS CO	-	
Cash Payment	G 100-21705 Short-Long Term-Acc-Dth-D	Short-Long Term-Acc-Dth-Dsmbr	\$380.40
Invoice	MAR26LN 3/10/2026		
Cash Payment	G 601-21705 Short-Long Term-Acc-Dth-D	Short-Long Term-Acc-Dth-Dsmbr	\$57.91
Invoice	MAR26LN 3/10/2026		
Cash Payment	G 602-21705 Short-Long Term-Acc-Dth-D	Short-Long Term-Acc-Dth-Dsmbr	\$77.24
Invoice	MAR26LN 3/10/2026		
Transaction Date	3/25/2026	Main Checking 10100	Total \$515.55
Refer	0 PRAIRIE EMBROIDERY	-	
Cash Payment	E 201-42300-218 Uniforms	Uniform Embroidery	\$165.00
Invoice	4924 3/23/2026		
Transaction Date	3/23/2026	Main Checking 10100	Total \$165.00
Refer	0 ICMA	-	
Cash Payment	E 100-41400-433 Dues and Subscriptions	Intrn'l City/County Mngmnt Assoc Memb	\$248.00
Invoice	738226 3/20/2026		
Transaction Date	3/23/2026	Main Checking 10100	Total \$248.00
Refer	0 NAPA CENTRAL	-	
Cash Payment	E 100-43100-407 Repairs/Maint Equipmen	Engine Air Filter	\$64.84
Invoice	580952 3/18/2026		
Transaction Date	3/23/2026	Main Checking 10100	Total \$64.84
Refer	0 AUTO VALUE - DETROIT LAKES	-	
Cash Payment	E 100-43100-407 Repairs/Maint Equipmen	HD Oil Farm	\$32.98
Invoice	53648523 3/18/2026		

Payments

Current Period: March 2026

Transaction Date	3/23/2026	Main Checking	10100	<b>Total</b>	<b>\$32.98</b>
Refer	0 MET LIFE INSURANCE COMPANY	-			
Cash Payment	G 100-21706 Insurance Payable	Ins Payable - Met Life			\$354.67
Invoice	APR26ML 3/16/2026				
Cash Payment	G 601-21706 Insurance Payable	Ins Payable - Met Life			\$33.19
Invoice	APR26ML 3/16/2026				
Cash Payment	G 602-21706 Insurance Payable	Ins Payable - Met Life			\$68.04
Invoice	APR26ML 3/16/2026				
Transaction Date	3/23/2026	Main Checking	10100	<b>Total</b>	<b>\$455.90</b>
Refer	0 MAOSC	-			
Cash Payment	E 100-41110-433 Dues and Subscriptions	Membership MN Small Cities			\$809.00
Invoice	2026 3/25/2026				
Transaction Date	3/23/2026	Main Checking	10100	<b>Total</b>	<b>\$809.00</b>
Refer	0 IRS	Ck# 000542E 3/23/2026			
Cash Payment	G 100-21701 Federal Withholding	Federal Withholding			\$961.70
Invoice					
Cash Payment	G 100-21703 FICA Tax Withholding	FICA			\$1,574.82
Invoice					
Cash Payment	G 200-21701 Federal Withholding	Federal Withholding			\$7.20
Invoice					
Cash Payment	G 200-21703 FICA Tax Withholding	FICA			\$8.76
Invoice					
Cash Payment	G 601-21701 Federal Withholding	Federal Withholding			\$187.32
Invoice					
Cash Payment	G 601-21703 FICA Tax Withholding	FICA			\$371.14
Invoice					
Cash Payment	G 602-21701 Federal Withholding	Federal Withholding			\$284.96
Invoice					
Cash Payment	G 602-21703 FICA Tax Withholding	FICA			\$485.88
Invoice					
Cash Payment	G 656-21701 Federal Withholding	Federal Withholding			\$14.39
Invoice					
Cash Payment	G 656-21703 FICA Tax Withholding	FICA			\$17.54
Invoice					
Cash Payment	G 700-21701 Federal Withholding	Federal Withholding			\$139.12
Invoice					
Cash Payment	G 700-21703 FICA Tax Withholding	FICA			\$304.02
Invoice					
Transaction Date	3/25/2026	Main Checking	10100	<b>Total</b>	<b>\$4,356.85</b>
Refer	0 MN DEPT OF REVENUE - WH	Ck# 000543E 3/23/2026			
Cash Payment	G 100-21702 State Withholding	State Withholding			\$714.34
Invoice					
Cash Payment	G 601-21702 State Withholding	State Withholding			\$122.79
Invoice					
Cash Payment	G 602-21702 State Withholding	State Withholding			\$135.37
Invoice					
Cash Payment	G 700-21702 State Withholding	State Withholding			\$81.61
Invoice					
Transaction Date	3/23/2026	Main Checking	10100	<b>Total</b>	<b>\$1,054.11</b>
Refer	0 MN PERA	Ck# 000544E 3/23/2026			
Cash Payment	G 100-21704 PERA	PERA			\$3,114.72
Invoice					

Payments

Current Period: March 2026

Cash Payment Invoice	G 200-21704 PERA	PERA			\$8.03
Cash Payment Invoice	G 601-21704 PERA	PERA			\$357.54
Cash Payment Invoice	G 602-21704 PERA	PERA			\$510.31
Cash Payment Invoice	G 656-21704 PERA	PERA			\$16.05
Cash Payment Invoice	G 700-21704 PERA	PERA			\$278.21
Transaction Date	3/23/2026	Main Checking	10100	Total	\$4,284.86
Refer	0 MN CHILD SUPPORT				
Cash Payment Invoice	G 100-21712 Garishment Payable	Remit ID 0014815090 - PP 2026-05			\$15.22
	MAR26MDOC 3/23/2026				
Cash Payment Invoice	G 100-21712 Garishment Payable	Remit ID 0014815090 - PP 2026-06			\$15.22
	MAR26MDOC 3/23/2026				
Transaction Date	3/25/2026	Main Checking	10100	Total	\$30.44
Refer	0 LEAGUE OF MN CITIES				
Cash Payment Invoice	E 100-41400-361 General Liability Ins	Gen Liability Ins			\$6,738.30
	3/11/2026				
Cash Payment Invoice	E 100-41400-362 Property Ins	Property Ins			\$5,424.00
	3/11/2026				
Cash Payment Invoice	E 100-42110-361 General Liability Ins	Gen Liability Ins			\$6,790.48
	3/11/2026				
Cash Payment Invoice	E 100-42110-362 Property Ins	Property Ins			\$1,131.00
	3/11/2026				
Cash Payment Invoice	E 100-42110-363 Automotive Ins	Automotive Ins			\$3,332.33
	3/11/2026				
Cash Payment Invoice	E 200-42200-361 General Liability Ins	Gen Liability Ins			\$334.46
	3/11/2026				
Cash Payment Invoice	E 200-42200-362 Property Ins	Property Ins			\$1,131.00
	3/11/2026				
Cash Payment Invoice	E 200-42200-363 Automotive Ins	Automotive Ins			\$2,198.33
	3/11/2026				
Cash Payment Invoice	E 201-42300-361 General Liability Ins	Gen Liability Ins			\$6.69
	3/11/2026				
Cash Payment Invoice	E 201-42300-363 Automotive Ins	Automotive Ins			\$652.00
	3/11/2026				
Cash Payment Invoice	E 100-43100-361 General Liability Ins	Gen Liability Ins			\$587.71
	3/11/2026				
Cash Payment Invoice	E 100-43100-362 Property Ins	Property Ins			\$3,020.00
	3/11/2026				
Cash Payment Invoice	E 100-43100-363 Automotive Ins	Automotive Ins			\$1,383.01
	3/11/2026				
Cash Payment Invoice	E 100-43160-362 Property Ins	Property Ins			\$1,275.00
	3/11/2026				
Cash Payment Invoice	E 100-45200-361 General Liability Ins	Gen Liability Ins			\$186.83
	3/11/2026				
Cash Payment Invoice	E 100-45200-362 Property Ins	Property Ins			\$5,895.00
	3/11/2026				
Cash Payment Invoice	E 100-46200-361 General Liability Ins	Gen Liability Ins			\$2.01
	3/11/2026				
Cash Payment Invoice	E 100-46200-362 Property Ins	Property Ins			\$18.00
	3/11/2026				

Payments

Current Period: March 2026

Cash Payment Invoice	E 100-49010-361	General Liability Ins	General Liability Ins	\$122.01
		3/11/2026		
Cash Payment Invoice	E 100-49010-362	Property Ins	Property Ins	\$375.00
		3/11/2026		
Cash Payment Invoice	E 656-46500-362	Property Ins	Property Ins	\$3,719.00
		3/11/2026		
Cash Payment Invoice	E 601-49400-361	General Liability Ins	General Liability Ins	\$1,044.59
		3/11/2026		
Cash Payment Invoice	E 601-49400-362	Property Ins	Property Ins	\$6,075.00
		3/11/2026		
Cash Payment Invoice	E 601-49400-363	Automotive Ins	Automotive Ins	\$158.16
		3/11/2026		
Cash Payment Invoice	E 602-49450-361	General Liability Ins	Gen Liability Ins	\$3,366.02
		3/11/2026		
Cash Payment Invoice	E 602-49450-362	Property Ins	Property Ins	\$6,869.00
		3/11/2026		
Cash Payment Invoice	E 602-49450-363	Automotive Ins	Automotive Ins	\$158.17
		3/11/2026		
Cash Payment Invoice	E 651-46500-361	General Liability Ins	Gen Liability Ins	\$347.84
		3/11/2026		
Cash Payment Invoice	E 654-46500-362	Property Ins	Property Ins	\$1,659.00
		3/11/2026		
Cash Payment Invoice	E 100-45400-361	General Liability Ins	Gen Liability Ins	\$250.00
		3/11/2026		
Transaction Date	3/24/2026		Main Checking 10100	Total \$64,249.94

Fund Summary

	10100 Main Checking
100 GENERAL FUND	\$45,717.09
200 FIRE FUND	\$3,687.78
201 RESCUE FUND	\$828.67
202 WANNIGAN REGIONAL PARK	\$86.45
601 WATER FUND	\$8,503.45
602 SEWER FUND	\$11,954.99
651 ECONOMIC DEVELOPMENT AUTHORITY	\$347.84
654 EDA - BUSINESS CENTER	\$1,659.00
656 EDA - East Main Retail	\$3,766.98
700 Community Development	\$812.89
	<u>\$77,365.14</u>

Pre-Written Checks	\$9,705.82
Checks to be Generated by the Computer	\$67,659.32
Total	<u>\$77,365.14</u>

CITY OF FRAZEE

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Payments

Current Period: March 2026

Payments Batch 03252026LSEC2		\$16,284.59	
Refer	0 ARVIG ENTERPRISES INC	-	
Cash Payment	E 609-49750-321 Telephone	Telephone - LS - OFF	\$71.99
Invoice	MAR26AEB 3/6/2026		
Cash Payment	E 609-49751-321 Telephone	Telephone - LS - ON	\$71.99
Invoice	MAR26AEB 3/6/2026		
Cash Payment	E 610-49752-321 Telephone	Telephone - EC	\$61.28
Invoice	MAR26AEB 3/6/2026		
Transaction Date	3/25/2026	Liquor Store 10101	<b>Total \$205.26</b>
Refer	0 LINCOLN NATIONAL LIFE INS CO	-	
Cash Payment	G 609-21705 Short-Long Term-Acc-Dth-D	Short-Long Term-Acc-Dth-Dsmbr	\$50.49
Invoice	MAR26LNLB 3/10/2026		
Transaction Date	3/25/2026	Liquor Store 10101	<b>Total \$50.49</b>
Refer	0 D-S BEVERAGES, INC	-	
Cash Payment	E 609-49750-252 Beer For Resale	Beer For Resale	\$1,461.10
Invoice	954088 3/18/2026		
Cash Payment	E 609-49750-252 Beer For Resale	Beer For Resale - CREDIT	-\$675.00
Invoice	1782-00906 3/18/2026		
Transaction Date	3/25/2026	Liquor Store 10101	<b>Total \$786.10</b>
Refer	0 BREAKTHRU BEVERAGE	-	
Cash Payment	E 609-49750-251 Liquor For Resale	Liquor For Resale	\$316.00
Invoice	126113160 3/18/2026		
Transaction Date	3/25/2026	Liquor Store 10101	<b>Total \$316.00</b>
Refer	0 MET LIFE INSURANCE COMPANY	-	
Cash Payment	G 609-21708 Insurance Payable	Ins Payable - Met Life	\$33.19
Invoice	APR26MLB 3/16/2026		
Transaction Date	3/23/2026	Liquor Store 10101	<b>Total \$33.19</b>
Refer	0 BERGSETH BROS	-	
Cash Payment	E 609-49750-252 Beer For Resale	Beer For Resale	\$2,233.60
Invoice	39840 3/19/2026		
Cash Payment	E 609-49750-252 Beer For Resale	Beer For Resale - CREDIT	-\$9.80
Invoice	454-00781 3/19/2026		
Cash Payment	E 609-49750-252 Beer For Resale	Beer For Resale - CREDIT	-\$23.50
Invoice	506474 3/11/2026		
Transaction Date	3/23/2026	Liquor Store 10101	<b>Total \$2,200.30</b>
Refer	0 MATT BACHMANN	-	
Cash Payment	E 609-49751-314 Cont/Pro Serv - Entertai	Karaoke - 3/27/2026	\$200.00
Invoice			
Transaction Date	3/25/2026	Liquor Store 10101	<b>Total \$200.00</b>
Refer	0 MATT BACHMANN	-	
Cash Payment	E 609-49751-314 Cont/Pro Serv - Entertai	Karaoke - 4/3/2026	\$200.00
Invoice			
Transaction Date	3/25/2026	Liquor Store 10101	<b>Total \$200.00</b>
Refer	0 MATT BACHMANN	-	
Cash Payment	E 609-49751-314 Cont/Pro Serv - Entertai	Karaoke - 4/10/2026	\$200.00
Invoice			
Transaction Date	3/25/2026	Liquor Store 10101	<b>Total \$200.00</b>
Refer	0 BEVERAGE WHOLESALERS, INC	-	
Cash Payment	E 609-49750-252 Beer For Resale	Beer For Resale	\$559.85
Invoice	426602 3/19/2026		

CITY OF FRAZEE

Payments

Current Period: March 2026

Transaction Date	3/25/2026	Liquor Store	10101	Total	\$559.85
Refer	0 ND CHILD SUPPORT				
Cash Payment	G 609-21712 Garishment Payable				\$191.64
Invoice	MAR26NDCS 3/23/2026				
Cash Payment	G 609-21712 Garishment Payable				\$191.64
Invoice	MAR26NDCS 3/23/2026				
Transaction Date	3/23/2026	Liquor Store	10101	Total	\$383.28
Refer	0 SIMPLE WEBSITE CREATIONS, IN				
Cash Payment	E 100-41110-433 Dues and Subscriptions	City Council Resources Page			\$400.00
Invoice	9986 3/17/2026				
Transaction Date	3/25/2026	Liquor Store	10101	Total	\$400.00
Refer	0 LEAGUE OF MN CITIES				
Cash Payment	E 609-49750-361 General Liability Ins	Gen Liability Ins			\$788.86
Invoice	3/11/2026				
Cash Payment	E 609-49750-362 Property Ins	Property Ins			\$1,813.50
Invoice	3/11/2026				
Cash Payment	E 609-49751-361 General Liability Ins	Gen Liability Ins			\$387.51
Invoice	3/11/2026				
Cash Payment	E 609-49751-362 Property Ins	Property Ins			\$1,813.50
Invoice	3/11/2026				
Cash Payment	E 610-49752-361 General Liability Ins	Gen Liability Ins			\$320.61
Invoice	3/11/2026				
Cash Payment	E 610-49752-362 Property Ins	Property Ins			\$3,662.00
Invoice	3/11/2026				
Transaction Date	3/24/2026	Liquor Store	10101	Total	\$8,785.98
Refer	0 MN PERA	Ck# 000391E 3/25/2026			
Cash Payment	G 609-21704 PERA	PERA Q1			\$754.08
Invoice					
Cash Payment	G 610-21704 PERA	PERA Q1			\$35.11
Invoice					
Transaction Date	3/25/2026	Liquor Store	10101	Total	\$789.19
Refer	0 MN DEPT OF REVENUE - WH	Ck# 000392E 3/24/2026			
Cash Payment	G 609-21702 State Withholding	State Withholding - Q1			\$163.24
Invoice					
Transaction Date	3/25/2026	Liquor Store	10101	Total	\$163.24
Refer	0 IRS	Ck# 000393E 3/24/2026			
Cash Payment	G 609-21701 Federal Withholding	Federal Withholding Q1			\$196.01
Invoice					
Cash Payment	G 609-21703 FICA Tax Withholding	FICA Q1			\$762.64
Invoice					
Cash Payment	G 610-21703 FICA Tax Withholding	FICA Q1			\$53.06
Invoice					
Transaction Date	3/25/2026	Liquor Store	10101	Total	\$1,011.71

Payments

Current Period: March 2026

Fund Summary

	10101 Liquor Store
100 GENERAL FUND	\$400.00
609 MUNICIPAL LIQUOR FUND	\$11,752.53
610 EVENT CENTER FUND	\$4,132.06
	\$16,284.59

Pre-Written Checks	\$1,964.14
Checks to be Generated by the Computer	\$14,320.45
Total	\$16,284.59

Addendum

RESOLUTION 0325-2026C – WANNIGAN REGIONAL PARK CITY STREET DESIGNATION RESOLUTION



P.O. Box 387, 222 Main Ave. W., Frazee, MN 56544

Waters Trails Shops Parks

City Phone: 218-334-4991 | City Fax: 218-334-4992

**RESOLUTION 0325-2026C**

Wannigan Regional Park City Street Designation Resolution

WHEREAS, the City of Frazee has adopted the Wannigan Regional Park Master Plan and has applied for and received grant funds from the Department of Natural Resources for the development of this Regional Park; and

WHEREAS, Phase I of the development of this Regional Park includes the construction of the main entry road into the park and the main parking lot; and

WHEREAS, the main entry road and main parking lot will be constructed and maintained as a city street;

NOW THEREFORE, be it resolved that the City of Frazee does hereby intend to designate the main entry road into Wannigan Park as a city street upon completion of Phase I of the Wannigan Park Master Plan.

THEREFORE, BE IT KNOWN; Adoption of this resolution this 25<sup>th</sup> day of March, 2026 by the City Council of Frazee. With the following voting:

	Daggett	Froeber	Kemper	Rader	Sharp
Aye					
Nay					
Abstain					
Absent					

\_\_\_\_\_  
Mike Sharp,  
Mayor

\_\_\_\_\_  
Stephanie Poegel,  
City Administrator

# Addendum

## RESOLUTION 0325-2026D – AUTHORIZING THE CITY OF FRAZEE TO APPLY FOR CONGRESSIONALLY DIRECTED SPENDING FOR THE RIVER DRIVE NORTH IMPROVEMENTS PROJECT



P.O. Box 387, 222 Main Ave. W., Frazee, MN 56544

Waters Trails Shops Parks

City Phone: 218-334-4991 | City Fax: 218-334-4992

### RESOLUTION No. 0325-2026D

#### RESOLUTION AUTHORIZING THE CITY OF FRAZEE TO APPLY FOR CONGRESSIONALLY DIRECTED SPENDING FOR THE RIVER DRIVE NORTH IMPROVEMENTS PROJECT

WHEREAS, the City of Frazee has identified the need for public infrastructure improvements along River Drive North to support community growth, enhance public safety, and improve access to essential services; and

WHEREAS, the proposed River Drive North Improvements Project includes the installation of municipal water and sewer services, construction of an asphalt roadway, and development of a multi-use trail to serve residents, businesses, and visitors; and

WHEREAS, the total estimated cost of the River Drive North Improvements Project is \$2,450,000; and

WHEREAS, the City of Frazee seeks to pursue federal funding opportunities to reduce the financial burden on local taxpayers and accelerate the completion of this critical infrastructure project; and WHEREAS, Congressionally Directed Spending (CDS) provides an opportunity for the City to request federal assistance for eligible public infrastructure projects that promote community development and public benefit; and

WHEREAS, the City Council finds that applying for CDS funding is in the best interest of the City and its residents.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Frazee, Minnesota, that the City Administrator is hereby authorized and directed to prepare and submit an application for Congressionally Directed Spending for the River Drive North Improvements Project in the amount of \$2,450,000; and

BE IT FURTHER RESOLVED that the City Council supports the project as described and authorizes the City Administrator to provide all necessary documentation, certifications, and cooperation required to complete the application process.

THEREFORE, BE IT KNOWN: Adoption of this resolution this 25<sup>th</sup> day of March, 2026, by the City Council of Frazee. With the following voting:

	Daggett	Froeber	Kemper	Rader	Sharp
Aye					
Nay					
Abstain					
Absent					

\_\_\_\_\_  
Mike Sharp  
Mayor

\_\_\_\_\_  
Stephanie Poegel  
City Administrator

# Addendum

## LG220 APPLICATION FOR EXEMPT PERMIT – FRAZEE FIREFIGHTERS RELIEF ASSOCIATION

MINNESOTA LAWFUL GAMBLING

### LG220 Application for Exempt Permit

4/23  
Page 1 of 3

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

#### Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

#### ORGANIZATION INFORMATION

Organization Name: <u>Frazees Firefighters Relief Association</u>	Previous Gambling Permit Number: <u>X-9497525007</u>
Minnesota Tax ID Number, if any: _____	Federal Employer ID Number (FEIN), if any: _____
Mailing Address: <u>222 West Main Ave PO Box 413</u>	
City: <u>Frazees</u>	State: <u>MN</u> Zip: <u>56544</u> County: <u>Becker</u>
Name of Chief Executive Officer (CEO): <u>Travis Gray (President)</u>	
CEO Daytime Phone: <u>2188502343</u>	CEO Email: <u>travisgray.ffd@gmail.com</u> <small>(permit will be emailed to this email address unless otherwise indicated below)</small>
Email permit to (if other than the CEO): <u>travisgray.ffd@gmail.com</u>	

#### NONPROFIT STATUS

Type of Nonprofit Organization (check one):

- Fraternal     Religious     Veterans     Other Nonprofit Organization

#### Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**  
Don't have a copy? Obtain this certificate from:  
MN Secretary of State, Business Services Division  
60 Empire Drive, Suite 100  
St. Paul, MN 55103  
Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**  
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
If your organization falls under a parent organization, attach copies of both of the following:  
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and  
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

#### GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Frazees Event Center

Physical Address (do not use P.O. box): 114 Lake St N

Check one:

City: Frazees Zip: 56544 County: Becker

Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): April 11, 2026

Check each type of gambling activity that your organization will conduct:

Bingo     Paddlewheels     Pull-Tabs     Tipboards     Raffle

**Gambling equipment** for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.