

CITY OF FRAZEE

REGULAR MEETING OF THE FRAZEE CITY COUNCIL

Monday, February 11, 2019
6:00 pm

Regular Meeting

The regular meeting of the Frazee City Council was called to order at 6:00 pm by Mayor Ken Miosek. Council members present were Mark Flemmer, Mark Kemper, Nicole Strand, and Mike Sharp. City staff present: Denise Anderson, Administrator; Marian Estenson, Deputy Clerk; Larry Stephenson, Public Works Superintendent; Joe Nelson Fire Chief; and Jolene Tappe, Event Center Manager. Miosek led the meeting with the Pledge of Allegiance.

Open Forum

No one was present for the open forum

Consent Agenda

MOTION by Sharp, seconded by Strand, to approve the consent agenda items as follows:

- Minutes from the January 2019 Public Hearing and Regular Meeting;
- Approval of City and Liquor Store Claims;
- Review of City Cash Accounts

All present in favor, motion carried.

New Business

Tom Pace from MNDot was present at the meeting to give an update of the coming Highway 87 project. Pace had maps and charts available to show the progression through town. There were challenges noted some of which were the retaining walls that are located on MNDot right of way, handicapped accessibility downtown, decisions that the city will need to make regarding location of the walking path as it goes out to the Lions Park, a decision to vote on the presented layouts, decisions on mailbox accessibility, bump-outs downtown and the need for a coming public hearing. Other items of note are the change of the box culvert on the Ottertail River and tree removal along the rural portions. Pace noted that there was a good chance that the retaining walls may be able to remain. There will be another public meeting / open house for the end of March. That meeting will have even more detail with better trail visualization available.

Second under New Business was the discussion of the home at 606 Main Ave E that had experienced an extreme fire on January 24th. Owner Deb Chounard was present and there was discussion on how to make the home safe from vandals. Chounard noted that she had several sheets of boarding in her garage that could be used to cover windows and would not be against locking up the door. She expressed concern about her daughters and them being allowed entry. It was noted at the time that the structure should be boarded up and a lock in the doors with keys to be given to the daughters so they would have the ability to get in and find some of their property. Winters, city attorney noted that a waiver should be signed by Chounard prior to doing this. Miosek noted that he and his wife are looking out for issues as they are the nearest neighbors.

MOTION by Strand, seconded by Sharp to approve Resolution 0211-19A Resolution Amending Assessments for the Maple Avenue West Street Project. It was noted that this Resolution will put an end to any legalities of this issue. All present in favor, motion carried.

MOTION by Kemper, seconded by Flemmer to approve the Raffle Gaming Application by the Smokey Hills Chapter of MN Deer Hunters Association set for April 27th at the Frazee Event Center. All present in favor, motion carried.

Old Business

In attendance under old business was Kris Carlson, Ulteig Engineering to update the council on the status of the future Water Treatment Plant. Carlson noted that he is working on an application for funding through the PFA. Another area of note for the city engineer is the Heartland Trail portion by Acorn Lake. The plan is to do an underpass under Highway 10. Carlson also noted that all paperwork was complete for the street projects in both the SE and SW. There will be a spring walk through.

Staff Reports

Jolene Tappe, Event Center Manager, noted a quiet January. The door of the liquor room was completed with that cost showing a negative month but it is a great asset. Tappe noted the coming events in February.

Denise Anderson read the report for the Liquor. She noted the new manager, Nick Stickler would be starting next Monday, the 18th of February. He is now living in Fargo but planning on moving to the area shortly.

Tyler Trieglaff, Police Department, reported 146 total calls with 40 traffic related. Ryan Aho is at a training event Monday, Tuesday and Wednesday in Fergus Falls. Trieglaff also noted that the city should possibly look at cameras to cover the main areas in town but has felt that the cost is high. Two estimates show this is a considerable expense. He will visit with the Public Safety committee on this.

Tyler Trieglaff, Frazee Rescue Squad, reported 35 calls in January with 15 in town.

Joe Nelson, Fire Department, reported 7 calls in the month of January. They currently have 26 on the roster with 2 on probation. The fire department met with the townships and the meeting went well. The fee for those townships would be increased by 10%. The gear dryer that was purchased with grant money has been working non-stop.

Larry Stephenson, Public Works Superintendent, reported 3,890,000 gallons of water was pumped in January with 13 ¾ gallons of Fluoride added. 2.75 million gallons were pumped out to the Waste Water Treatment Plant for Treatment. The frost is noted to be at about 5' in depth. The city had .46" of moisture all in snow. The crew is working non-stop in moving that snow. Stephenson noted a few break-downs but all in all, equipment has been working well. Stephenson also wanted to note that with this large amount of snow and the need to keep the streets as wide as possible, there has been a few mailboxes that have been hit. The cold has made plastic mailboxes brittle and some of the posts are rotten wood. This is a real issue. Council noted that the Post office encouraged PO Boxes as well as cluster mailboxes.

MOTION by Strand, seconded by Sharp, to accept all staff reports as presented.
All present in favor, motion carried.

Council Member reports

EDA – Flemmer reported that the EDA is working on a business flyer/brochure. They have signed another year contract with CEDA. They have also signed a Memorandum of Understanding with the Minnesota Housing Partnership. Anderson noted that this was a big deal. It was also noted that the \$2000.00 that was placed into that trust was already used.

PUBLIC SAFETY – Kemper reported that the committee went over the Body Camera Policy and decided that with a couple of minor adjustments, it would stay as is. They also looked at the Fire call issue that was brought up at the last council meeting. That would also remain as stated.

PLANNING AND ZONING – Sharp reported that Jake Huebsch from Sourcewell is looking at the connections between a new Zoning Ordinance to the coming Comp Plan. They were looking at extra-territorial considerations as well as thoughts of annexation of areas such as the ball fields.

PERSONNEL AND FINANCE – Miosek noted that they had done the interviews of liquor store manager and made that decision.

PARKS & REC- Sharp noted that those committee meetings will resume in March.

LARL- Stand read through the report presented.

MOTION was made by Strand and seconded by Kemper to accept the Council Member Reports as presented. All present in favor, motion carried.

Clerk/Treasurer Report

Anderson, City Administrator, noted that she is working through audit numbers. Anderson also reported that she would be going to Minneapolis with a Greater Parks and Trails event and would be visiting with Legislation regarding the Mark Kelly Property. That Property was purchased by Greg Ness who is holding it with hopes of either city or state acquisition. The consideration is to turn this into either a state or regional park. Anderson noted that she would meet with the DNR, Senators Eken and Utke and has had letters of support for this project. Anderson also noted that the Board of Equalization is set for April 9th.

MOTION was made by Strand and seconded by Sharp to accept the Administrator Report as presented. All present in favor, motion carried.

Having no further business, meeting was adjourned at 7:00PM.

ATTEST;

Marian Estenson, Deputy Clerk