

CITY OF FRAZEE

REGULAR MEETING OF THE FRAZEE CITY COUNCIL

Monday, March 11, 2019

6:00 pm

Public Hearing

The public hearing of the Frazee City Council was called to order at 6:01 pm by Mayor Ken Miosek. Council members present were Mark Kemper, Nicole Strand, and Mike Sharp. Absent from Council was Mark Flemmer. City staff present: Denise Anderson, Administrator; Marian Estenson, Deputy Clerk; Larry Stephenson, Public Works Superintendent; Tyler Trieglaff, Police Chief and Rescue Squad President; Joe Nelson, Fire Chief; Nick Stickler, Liquor Store Manager and Jolene Tappe, Event Center Manager. Kris Carlson reported that this Public Hearing was to address the proposed Facility Plan for the Sanitary Sewer Collection and Water Distribution System Improvements for Lake Street. It was not to address trails or sidewalk proposals. This hearing is a requirement to apply for PFA funding. Carlson noted that much of the infrastructure currently in place is over 50 years old, with Cast Iron Mains. There are currently multiple deficiencies such as inadequate size, non-functioning valves and galvanized or copper services in the water supply services and Major pipe sags, cracked and failing pipes, root intrusion, mineral buildup and infiltration and inflow within the Sanitary Sewer collection System. The Public Hearing was closed at 6:07PM

Regular Meeting

The regular meeting of the Frazee City Council was called to order at 6:08 pm by Mayor Ken Miosek. Council members present were Mark Kemper, Nicole Strand, and Mike Sharp. Absent from Council was Mark Flemmer. City staff present: Denise Anderson, Administrator; Marian Estenson, Deputy Clerk; Larry Stephenson, Public Works Superintendent; Tyler Trieglaff, Police Chief and Rescue Squad President; Joe Nelson Fire Chief; Nick Stickler, Liquor Store Manager and Jolene Tappe, Event Center Manager. Miosek led the meeting with the Pledge of Allegiance.

Open Forum

Miosek noted that he would like to thank the staff of the city for sharing vacation hours with a Police staff member during the health issue of his child. No other issue was addressed during the Open Forum.

Consent Agenda

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

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

All present in favor, motion carried.

New Business

MOTION by Strand, seconded by Sharp to approve Resolution 0311-19A, Resolution Adopting a Frazee Sanitary Sewer Collection and Water Distribution System Preliminary Engineering Report and Facility Plan. All present in favor, motion carried.

MOTION by Sharp, seconded by Strand to approve Resolution 0311-19B Authorization of Application to the Minnesota Public Facilities Authority. Carlson noted that this is a formal resolution required authorizing the city to apply for the PFA funds for the well house. Carlson reported that the city had put the project together looking forward a couple of years but when it was noted that the income levels changed so they had to move ahead because right now we are in fundable range. The plan is to break ground in June with it being a 12 month process. Anderson asked Stephenson on his input. Stephenson noted that the control panel is out of date and the company that manufactured it and made the replacement parts is no longer in business. Repairs would be in the 10-20 thousand dollar range and there are valve issues as well. Failure of this system would be catastrophic. Anderson stated to council that she was unaware of how quickly this project was tracking. It was also noted that the Well House and the new well would be simultaneous with well # 5 being abandoned. All present in favor, motion carried.

MOTION by Kemper, seconded by Strand to approve the application to conduct Bingo at Bethlehem Lutheran Church on April 7th, 2019. All present in favor, motion carried.

MOTION by Strand, seconded by Kemper to approve the Raffle Gaming Permit to be conducted by the Frazee Area Community Club at the White Pine Room on August 15th, 2019. All in favor, motion carried.

Sharp noted that within the city comp plan the mention of fostering an increased partnership between Frazee School and the City of Frazee. In meeting with the school, the suggestion was to involve students in the High School Media class by doing profiles of local businesses. The website could be used to add those profiles. This Partnership for Student Involvement could bring about other opportunities in the future.

Old Business

Kris Carlson noted that Ulteig is 90% complete with the application for the planning for the water treatment plant. They are looking at a May/June time frame to submit the plans for bid letting.

Staff Reports

Jolene Tappe, Event Center Manager, noted that with advertising and insurance costs, here numbers weren't too good. They had an issue with the heat going out but discovered a furnace filter had not been changed. Now that they are aware of this it will not be an issue again. Coming events are the Fireman's Fund Raiser and the MS MN Pageant Organization is bringing their event here in April.

Nick Stickler, Liquor Store Manager, noted that he is working on traffic generation and inventory control. He is looking for energetic employees and the need for training. Work in progress. State inspector was in and their food system passed. It was noted that Trieglaff

would be able to do the liquor training. Don Trieglaff, citizen in attendance, brought up the issue of signage along Lake Street. An improvement of that sign could bring in more business.

Tyler Trieglaff, Police Department, reported 88 calls in February with 14 traffic. Trieglaff noted that the body cameras have come in and they have learned how to best utilize them. They will use that system for their dash cameras as well. Also noted is the consideration of new vests for the department. Both Aho and Kumpula are in need of new body armor. The new vests being used by the City of Detroit Lakes are styled to be better for the back. They will be sized and the new ones take a couple of months to receive.

Tyler Trieglaff, Frazee Rescue Squad, reported 30 calls in February with 78 year to date. The department has 2 new members, one of whom will need training and the other is a paramedic already.

Joe Nelson, Fire Department, reported 3 calls in the month of February. 2 in the city and one in Burlington Township. One of the members is taking a leave of absence. Their big fundraiser is March 30th at the Event Center.

Larry Stephenson, Public Works Superintendent, noted that there are some residents running water with the frost at 6 ½ - 7 feet deep. He reported 4,421,000 gallons of water was pumped in February with 14 ½ gallons of Fluoride added. 2.6 million gallons were pumped out to the Waste Water Treatment Plant for Treatment. The city had 1.003” of precipitation but over 20 inches of snow. The snow plow has needed some work but a lot of hours have been used for snow removal.

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

Council Member reports

EDA – Anderson noted, in the absence of Flemmer, that although she was not in attendance that she had heard that they had discussed a survey of store fronts and bringing in new businesses.

PUBLIC SAFETY –Kemper reported that they discussed the new police vests and also the possibility of flagging fire hydrants. There are many options for flags and they are looking at the best option for Frazee. Fire Chief Nelson noted that the department would like to make sure that the style that works for the street department would make the most sense. Also under discussion is a stop sign on the intersection by the Dollar General and they did discuss sidewalk options by the Hank Ludtke Park. That discussion will continue in the spring.

PLANNING AND ZONING – Sharp noted that they are working on the zoning ordinance and the creation of zoning districts. There was also discussion on fence set backs along the coming trail route on Lake Street. Also discussed the idea of a new bath house and how that would be connected to the infrastructure and how it would tie in.

PERSONNEL AND FINANCE – None noted.

LARL- no report

PARKS & REC- No report

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

Clerk/Treasurer Report

Anderson, City Administrator, reported to council that the skating rink is closed to allow movement of snow in that area. Other items reported is the Board of Appeal on April 9th and she would be gone next week for training. Anderson also reminded council of the League suggestion that board members get a city email address and asked who would like to be given that option. Strand and Kemper requested a city address.

MOTION was made by Kemper 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 7:10 PM.

ATTEST;

Marian Estenson, Deputy Clerk