



FRAZEE CITY COUNCIL

June 10th, 2019 - 6:00 p.m.
Regular Council Meeting Minutes

Ken Miosek called the meeting to order at 6:00 p.m.

Roll Call – Present: Mike Sharp, Nicole Strand & Mark Flemmer

Absent: Mark Kemper

Staff present: Police Chief Tyler Trieglaff, Maintenance Supervisor Larry Stephenson, Fire Chief Joe Nelson and City Administrator Denise Anderson

Also present: Barbie Porter, Karen Phifer, Alishia Jopp, Caleb Monson, Jason Kropuenske and Bob Osterman

Open Forum - None

Consent Agenda

A motion to accept the Consent Agenda was made by Strand, seconded by Flemmer.

Discussion – Sharp asked that in the May 13th, Minutes the motion of Stand be corrected and to strike the wording of “Department heads would be in charge of hiring within their departments”. Sharp stated that Frazee is a Statutory Plan A City and that the League of Minnesota Cities states that the Council has the final approval of all hiring including part-time. Miosek stated that city hiring policy be reviewed and recommendation brought to the Council.

Motion to strike sentence from the minutes was made by Sharp, seconded by Flemmer. CORRECTION of minutes according to review of taped meeting minutes of May 13th, 2019:

MOTION by Strand to adjust the job description and to hire Kiehl, *Department heads would be in charge of hiring within their department* on the recommendation of the department head.

No second was given.

Sharp noted that he would prefer that this position be filled with someone with a two-year degree.

Again, after much discussion:

MOTION by Strand to adjust the job description and to hire Kiehl, *Department heads would be in charge of hiring within their department* on the recommendation of the department head. Seconded by Kemper. The question was called with Flemmer and Sharp opposed. Miosek voted in favor, motion carried.

MOTION to accept the Consent agenda with minute revisions was made by Strand, seconded by Sharp. Motion carried.

New Business

CornerStone Presentation – Introduction of Caleb Monson in the capacity of Youth Minister for Harvest Fellowship, Alisha Jopp visionary for the proposed Coffee Bistro Shop and Karen Pifher with Essentia Health/Energize Becker County/Frazee EDA Committee member.

Pifher handed out a PowerPoint presentation and covered issues that were discovered during research and surveys in the county and Frazee community. Frazee scored low for youth mental health wellness after surveying the Frazee youth. Pifher continued to explain how Community Listening sessions in the communities of Frazee, Vergas & Wolf Lake had identified what residents would like to see for youth programs, City features and activities. The CornerStone Board of Directors are currently working on a Capital Campaign to ensure optimized budgeting and operating expenses along with partnering with several organizations in the area for resources and support. Pifher stated that major donations have been pledged and they are in the process of applying for a grant through the Otto Bremmer foundation. The projected opening will be in the fall of 2019. Pifher asked the Council to consider a \$20,000.00 donation for the project. Miosek said the Council will take the request under advisement and asked if there is a timeline. Pifher said they would like to know by July 10th and Flemmer said he would also contact the Blandin Foundation.

2019 Frazee Turkey Days Proclamation - Read by Mayor Miosek

Temporary Road Closures & Temporary Serving Permit for Frazee Days – A review of submitted road closures and special serving permit was reviewed for the Frazee Turkey Day activities.

A motion to accept the proposed plans was made by Flemmer, seconded by Sharp. Motion carried.

Extra Territorial Parcel Division Request – John Drews Parcel 03328000

Sharp stated he had researched Extra Territorial Zoning with the League of Minnesota Cities and said that only Cities in Counties that don't have their own Zoning and Building permitting is Extra Territorial Zoning applied. He stated that Becker County has a Zoning Ordinance that has been in place since 1995 and questioned why this type of sub-division was being brought to the Frazee City Council. Anderson was instructed to ask the City Attorney about Frazee's Extra Territorial rights and privileges. Anderson asked if this procedure was not in place why would the County send it to her office? Further research is to be conducted.

A motion to approve the sub-division requested by John Drews for Parcel 03328000 was made by Flemmer, seconded by Strand. Motion passed.

Request to Transfer Property from County to City – 105 Ash Avenue East for Rehab

Anderson said that the property at 105 Ash Avenue will be coming up for Tax Foreclosure sale through Becker County in July. The EDA director for Becker County informed Anderson that MMCDC is looking at asking the City to rehab the property once

one of their two homes in Frazee has been sold. A discussion of the pro's and con's of asking the County to deed the property to the City, and agreement was to proceed. A motion to request transfer of deed from the County to the City was made by Sharp, seconded by Strand. Motion carried

Eagle Lake - Update

Anderson informed Council she had received a reply from Tinjum Appraisal Co Inc. regarding an appraisal of the property at Eagle Lake. The appraisal could be done to accommodate two goals. An Appraisal of the entire property and also to have the property from the road to the lake appraised and the property from the road to encompass the backlot. This would serve if the City would decide to keep or sell only the access or the backlot. The council stated that they will entertain an open forum regarding the appraisal and/or sale of the Eagle lake property at the August 12th, 2019 Council meeting.

Old Business

Ulteig Engineering – Memo from Kris Carlson

Anderson reviewed with Council the memo furnished by Kris Carlson

Liquor Store Review

Mayor Miosek stated that this will be a talking point conversation. He said the council needs to look at options and get a well-rounded review. Sharp said that he is concerned that the Liquor Store fund is down by quite a few dollars. Flemmer stated that he wants two separate checking accounts for the Liquor Store and the Event center. Sharp said that the City Auditor is against that idea.

A motion to split the Liquor Store/Event Center into two separate checking accounts was made by Flemmer, seconded by Sharp.

A discussion of pros and cons of this action, Anderson expressed concerns of doing so on the advice of the City Auditor not to. Sharp gave data for the past seventeen years of research of other municipalities that have transferred money into the general account from their Liquor stores and stated there are three in the state that have not. Miosek called for a vote on the motion.

All in favor, motion carried.

Staff Reports

Event Center - Jolene Tappe (not present)

Stephenson presented Council with an estimate for ceiling insulation for the Event Center he also questioned what the payback would be over "X" amount of years. He also said that both the Liquor Store, Event Center and Parking Lots have much needed repairs to be addressed along with the elevator and rest rooms.

Liquor Store

(Refer to Liquor Store Review)

Police Department- Tyler Trieglaff

Trieglaff reported 114 calls in May. 22 were traffic stops. 9 weed letters have been issued and most property owners have complied. His research on outdoor camera's has concluded so far 4 to 10 cameras would cost approximately \$20,000 to \$40,000.

Trieglaff informed Council that Officer Aho has left the Department and he recommends that Council approves the hiring of Officer Ryan Seeger for full-time employment with the city.

A motion to accept Officer Seeger as Full-Time Police Officer was made by Flemmer, seconded by Sharp. Strand in favor with Miosek abstaining from the vote for personal reasons. Motion carried.

Rescue Squad- Tyler Trieglaff

There were 18 calls in the month of May 10 of which were in town. The squad experienced a couple of overdoses and they are now carrying Narcan for overdoses and for responders and officer's protection of exposure. They served 560 people at their Pancake Feed Event. The Squad has purchased a Lucas machine which is an automatic CPR machine. Training has been scheduled.

Fire Department – Joe Nelson

There were 6 calls during the month of May. 4 in Burlington township, 1 in Height of Land and 1 was mutual aid. He reported that Engine #3 suffered a fatal mechanical breakdown. He said that this engine has other major problems such as carburation and malfunctioning brakes. This engine will not be repaired due to mechanical issues, age and difficulty in obtaining parts for repairs. Tools and hoses have been removed from the truck and it currently sits at the maintenance shop. The department is waiting to hear if they have been accepted for a grant for a new engine. The Fire department relief association will be holding its annual pancake feed on June 30, 2019. Also, Brent Newling donated his time to strip the bay floors and that they have received donations and will use dollars from the relief association to purchase cancer preventing hoods that can block 99% of carcinogens.

Public Works- Larry Stephenson

4,000,153 gallons of water was treated at the well house with 13.25 gallons of fluoride added. 2.7 million was treated at the wastewater plant with 8.5 discharged. The precipitation for the month of May was recorded at 2.87". Stephenson said that there is a need for a new tractor for the department at an approximate cost of \$40,000 to \$50,000 and another \$15,000 expense for a mower attachment. The tractor will be incorporated to blow snow off the anticipated multiuse trail. The tractor they currently have needs several repairs and is a 1984 model. They are considering a lease to own option to keep budget expenses lower and reserve accounts intact than one large purchase draining accounts. Also, the plow truck will need to be upgraded and they just replaced the tires on the payloader.

A motion to accept the Department reports was made by Strand, seconded by Flemmer, motion carried.

Council Member Reports

EDA – Flemmer said that Karen Pifher has helped the group to become more focused on short range and long-range goals. There are a couple of long-range goals that the committee plans on working on in the next couple of years along with a plan of action format.

Public Safety – Discussed Turkey Days, camera's the new vests acquired for the Police Department. Also new shirts from a supplier.

Planning and Zoning – Joint meeting with the EDA conducted. Addressed a sub-division request from John Drews. Also listened to a presentation regarding the possible commercial development of the property currently owned by Terry Thompson directly North of Hwy 10 and East of Hwy 87.

Personnel and Finance – Nothing to report

Parks and Trails – Visited regarding placing frisbee golf in at Turkey Park. The Committee reviewed the possible sale of Eagle Lake property, erecting a basketball hoop at the end of West Ash which is a dead end. Trieglaff is concerned about conflicting boundaries of the school property and city properties, he would like to see the road at the north end of town completed to utilize for ball games and who will be responsible to mow what areas.

LARI – No report submitted

A motion to accept the council member reports was made by Sharp, seconded by Strand. Motion carried.

Administrator Report

Anderson stated that she had been in contact with Greg Ness and had been speaking with the county to determine which entity will apply for Legacy Funds. The Becker county Commissioners voted to have Becker County apply for the funds and has appointed EDA director Guy Fisher to lead the process. However; talks are still being conducted with the DNR in hopes the property could become a State Recreational Park. An update on the progress of the Heartland Trail was given. The City Auditor will be arriving on the 12th to finish the 2018 Audit and review Enterprise balances.

A motion to accept the Administrator's report was made by Sharp, seconded by Strand. Motion carried

Adjournment

A Motion to adjourn the meeting at 7:50 p.m. was made by Flemmer, seconded by Strand.

ATTEST;



Denise Anderson/Administrator