



FRAZEE CITY COUNCIL MEETING MINUTES

Tuesday, November 12th, 2019

6:00 p.m. - Frazee Fire Hall

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

Roll Call

Council Present: Mike Sharp, Nicole Strand, Ken Miosek, Mark Kemper

Council Absent: Mark Flemmer

City Staff: Tyler Triegleff/Chief of Police, Larry Stephenson/Public Works Supervisor,
Joe Nelson/ Fire Chief, Jimmy Krejce/Assistant Fire Chief,
Denise Anderson/City Administrator

Also, Present: Tyler King, Jason Kropenske, Paul Thon, Samantha Van Wechel-Meyer/West Central Initiative and Barbie Porter

Open Forum – None

Consent Agenda

Minutes – 10/14/2019 Public Hearing- Frazee Comprehensive Plan Minutes

10/14/2019 Public Hearing – Ordinance #153 Minutes

10/14/2019 Regular Council Meeting Minutes

Approval of Claims

Review of City Cash Accounts

A motion to accept the consent Agenda was made by Sharp, seconded by Strand. All in favor, motion carried.

New Business

West Central Initiative (WCI) Update – Samantha VanWechel-Meyer

VanWechel-Meyer distributed folders containing flyers of services provided. She also stated that WCI has provided \$37,000 in grants to Frazee over the last 5 years. Highlights discussed were the Live Wide-Open campaign that promotes workforce and housing opportunities and challenges such as childcare services. WCI is currently launching a pilot program for housing needs and has grants available for childcare providers and facilities.

Application for Raffle Permit – A motion to approve a gaming permit for the Frazee Sportsman's Club on March 14th, 2020 at Frazee Event Center 114 N Lake Street was made by Strand, seconded by Kemper. All in favor, motion carried.

Application for Raffle Permit – A motion to approve a gaming permit for the Am vets Post 612 on January 2nd, 2020 at VFW Post 7702 120 West Main Avenue was made by Kemper, seconded by Sharp. All in favor, motion carried.

City Wide Camera Program - Chief Trieglaff reported that he had sent requests for quotes to 3 vendors and has received quotes from all. One was extremely high, two were more feasible in terms of cost and installation. Trieglaff would like the Public Safety Committee to review the proposals and the range of equipment offered, with options such as Wi-Fi, point to point and radio contact. The location of installations was discussed and the possibility of installation City Wide in phases.

Old Business - None

Staff Reports

Event Center – Anderson reviewed Financials with Council

Liquor Store - Anderson reviewed Financials with Council

Police Department – Chief Tyler Trieglaff stated that his department had 123 calls, 18 were traffic stops. Year to date total is 1269 calls.

Rescue Squad - Tyler Trieglaff stated that there were 27 calls for October with 12 of those calls in town. The department has responded to 252 so far for the year. The new addition is in the process of construction with a completion of date of about another 3 weeks.

Fire Department – Fire Chief Joe Nelson reported 4 calls for October, 3 of which were mutual aid and 1 was a motor vehicle accident. The annual testing of the pumps on the equipment was performed and 2 of the 3 failed. Tender 7 will require minor repairs whereas engine #2 will need more extensive and costly repairs. He had a grant interview with the Otto Bremmer Foundation which sounded promising and will need to go through a few more interviews for a Fill Station Compressor. Nelson also stated that they did not receive a grant for a new truck and wanted to clarify that the grant application requirement was for a new truck. He is now in the process of reviewing the baseline they needed for a new truck as they look for a used truck as to what type of equipment one may have that is needed for the Frazee Fire Department.

Public Works - Larry Stephenson reported that 3,576,000 gallons were delivered through the water treatment plant, 11-1/2 gallons of fluoride were added to the water delivered throughout the city system and 2.64 million gallons of water was pumped through the wastewater treatment plant. Also 3.29 inches of precipitation was recorded. The department has started to work on the skating rink but has had difficulties due to the freezing and warming temperatures. The plow trucks have been serviced and repaired for the upcoming winter season. There was a discussion of DNR requirements to track all water usage and meters needed to track the water use more effectively.

A motion to accept the Staff reports was made by Strand, seconded by Sharp. All in favor, motion carried.

Council Member Reports

EDA - Anderson reported that the EDA will contribute another \$2000 to the HOME down payment program, bringing the total for 2019 to \$8000. They will be meeting with Minnesota Housing Partnership to discuss the Downtown In-Fill project and also what the EDA would like to post on the new City of Frazee website which is to go live soon.

Public Safety – Sharp stated he is not a member however he was there. The discussion revolved around the City-Wide Cameras and also the Flemmer would like to see weekly parades every Thursday during the summer. Centered around , pet parades or boat parade’s and would like to coordinate those with Trieglaff. Trieglaff also said that a discussion of 2nd Street was brought up with a possibly of creating a one way turning off Lake Street to provide safety and more room to re-configure the beach and boat launching area. It would be an opportunity to test for a different option for the public and for plowing difficulties and launching difficulties. Sharp agreed with Trieglaff that is currently 2nd Street is not an ideal situation, and he would like to see a concept plan for residents and guests to utilize the area more safely efficiently. Anderson reported that MN DOT will not require the City to close 2nd Street, that would be a City decision, although MN DOT is looking for a best practice for the City and that the City explore options to obtain safety for that approach.

Planning and Zoning: Sharp reported that there was a brief discussion of the City’ subdivision ordinance and the County’s concern of Frazee’s requirements. Also, the Committee is reviewing and revising the City’s Planning and Zoning Ordinance. A sub-committee of members, Sharp, Riewer and Anderson are researching and preparing a revision to the City’s current Zoning Ordinance to bring forward to Council in the next few months.

Anderson asked that an amendment to the rental unit’s ordinance be considered. It was discussed that administration spends many hours of their resources trying to locate tenants that have moved out of and into different rental units. Anderson stated that her office has been expected by landlords to track their tenants in and out dates without notice by the landlords. Many times, the City does not know that information due to no reply or response by tenants or property owners. This creates a problem with correct billing dates and cycles. The League of Minnesota Cities recommends that property owners are responsible for utility billings of rental units to ensure correct, accurate billing and responsible payment for services rendered. There was a discussion of “what if” the landlord doesn’t pay the utility bill and what are the tenants rights. Also, why is the City responsible to do administrative services free of charge for landlords. Anderson stated the City does have the option of applying delinquent utility charges on the owner’s property assessments, however; it is a short window with the County to do so and all correspondence must be documented and exhausted by the City before applying it to their assessments. She stated again this requires several hours of resources better spent on other City business and projects. Further discussion of timeline for delinquencies and current practices of delinquent turn off of utility services. Council will conduct a Public Hearing on December 9th for the following amendment:

9-2-9: TAXES, ASSESSMENTS, UTILITY FEES, AND CHARGES:

The registration holder shall be solely responsible for the payment of all real estate taxes, special assessments, City utility fees, and other City charges associated with the rental unit as they become due and payable. Past due real estate taxes, special assessments, City utility fees, and other City charges associated with a rental unit shall be grounds for denying a registration application, revoking or suspending a registration, or denying a renewal registration.

Personnel and Finance – No meeting, budget currently in progress with correspondence from Miosek, Sharp and Anderson. Review of final line items are to take place.

Parks and Trails – Sharp reported that the committee discussed the beach area and locating an architect to develop a conceptual design for the area. The final work that needs to be completed on the Frisbee golf course will need to wait until spring due to the sudden onset of colder temperatures. Also, Stephenson will begin creating the skating rink.

LARL – Council referred to the report provided in the agenda packet.

A motion the accept the Council member reports was made by Kemper, seconded by strand. All in favor, motion carried.

Administrator Report

Regional Recreational Park – National Park Service visit – November 20th

City Beach Architectural Design – Anderson will continue to check with firms and research costs involved. Miosek suggested to check with members of the Design Team who had conducted public open houses and concept design a few years ago for Frazee.

A motion was made by Strand to accept the Administrator report, seconded by Sharp. All in favor, motion carried.

Adjournment - A motion to adjourn at 7:15 p.m. was made by Strand, Seconded by Kemper.

Respectfully Submitted



Denise Anderson/Administrator