



## **FRAZEE CITY COUNCIL**

Meeting Minutes  
January 13<sup>th</sup>, 2020

### **City of Frazee**

#### **Public Hearing on Ordinance 155**

Repealing and Replacing the previous Title 3, Chapter 6  
Tobacco Product Sales Ordinance 155

Mayor Ken Miosek called the Public Hearing of Ordinance 155 at 6:01 p.m.

In Attendance as per Sign Up Sheet: Dani Piche, McKenna O'Brien, Harley Krupuenske, Sophia Strand, Angela Kilde, Christian Carlson, Jayden Keeping, Angela Malikowski  
Council Members: Mayor Ken Miosek, Vice Mayor Mike Sharp, Nicole Strand, Mark Kemper and Mark Flemmer

Staff: Larry Stephenson/Public Works Supervisor, Donnie Tate/Public Works, Kevin Renolett/Public Works, Joe Nelson/Fire Chief, Jimmy Krejce/Assistant Fire Chief, David Kumpla/Police Officer, Nancy Kiehl/Deputy City Clerk, Denise Anderson/City Administrator, Kris Carlson/City Engineer, Tom Winters/City Attorney, Jolene Tappe/Event Center Manager

Also, in Attendance: Kelly Melgard/Steve's Sanitation, Jason McCoy/Partnership 4 Health, Hank Ludtke/Frazee EDA, Heath Peterson/Frazee EDA, Terry Miosek, Mary Kemper, Jennifer Kemper, Bonnie Julius, Kendal Weir, Jake Kiehl, Gary Anderson and Barbie Porter.

Dani Piche – Stated she is a very active member of the community and is also the Western Division President for Student Council. It saddens her to see other Frazee students smoke and vape knowing it causes other health problems behind the scenes. She hopes the council will take that into consideration.

McKenna O'Brien-She stated that she has witnessed first-hand what nicotine has done to her classmates. Some of her classmates have discontinued sports due to effects of nicotine and some have moved on to stronger drugs to achieve the high of nicotine.

Harley Krupuenske – Stated she is a sophomore at the High School and has witnessed many schoolmates vaping and smoking and was surprised that in a survey 64% of the Juniors have tried or currently vape.

Sophia Strand – Stated she was a 7<sup>th</sup> grader at the school and she has witnessed first-hand classmates smoking and vaping. She is confident that 10% of her classmate's smoke and vape.

Kendal Ware – She stated that she’s aware some of her dancing students vape. She knows that none of the business’s in Frazee sell vaping products, but they go to neighboring cities . As a business owner she would like to see what other business’s having to say about any type of ordinances the Council is considering passing before they move forward with decisions.

Jason McCoy – McCoy read a letter sent to the council from Karen Pifher on behalf of the Cornerstone non-profit group outlining their mission statement and that they support the T21 measure for a variety of health and wellness measures for the community youth.

Heath Peterson- Stated he’s OK with the T21 he wanted the business owners to have a fair playing field and that no business in Frazee offered vaping products.

Heath Peterson – Peterson stated he was OK with T21 done as it was since it came from a Federal level. He gets nervous when Ordinances being pass on a local level have not been directed by a State or Federal level, he just wanted the local business owners a fair playing field. There were not any business’s in Frazee that offered any vaping products for sale. He stated there were and are still other methods that anyone under 18 or 21 have access to purchase these products, being friends, parents or the internet sales.

With no one else offering comments or testimony Mayor Miosek closed the meeting at 6:09 p.m.

### **Regular Council Meeting**

Mayor Miosek called the Meeting to order at 6:10 p.m.

Roll Call of Council Members - Mayor Ken Miosek, Vice Mayor Mike Sharp, Nicole Strand, Mark Kemper and Mark Flemmer

Staff: Staff: Larry Stephenson/Public Works Supervisor, Joe Nelson/Fire Chief, Jimmy Krejce/Assistant Fire Chief, Denise Anderson/City Administrator, Kris Carlson/City Engineer, Tom Winters, City Attorney, Jolene Tappe/Event Center Manager

Open Forum – Mayor Miosek thanked his council members and all residents and those present at this meeting for their input and support and work during the past year and wishes all work together during this new year to move the city forward. He feels there are good people in his city and in all the civic organizations, he recognized all who participate and all who want to and encouraged all to come together with energy to move the City forward as he is sure that is the desire of all. Again, Miosek thanked all and looks forward to a successful year for his City.

### Consent Agenda

Minutes 12/9/2019 Public Hearing on Ordinance 154

12/9/2019 Truth in Taxation Public Hearing

12/9/2019 Regular Meeting Minutes

Approval of Claims

Review of City Cash Accounts

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

### New Business

Steve's Sanitation - Kelly Melgard/Rate Increase

Melgard stated after review of the 2019 rates charged, it appears the approved Council 2019 rate increases for the City were never implemented to go into effect. After this discovery he stated that the residents were paying less than what was charged to the City for 2019. Melgard explained that increases for the past two years are due to landfill and incinerator fees passed onto his waste hauling company from Becker, Clay and Ottertail Counties, along with Cass County in North Dakota identifying the Fargo Landfill where waste is transported. He stated that some rates may have been subsidized by the County where that seems to be no longer the case. Landfill fees are extremely expensive and incinerator fees are basically the driver of the increases. There was a discussion of State taxes and the small administration fee. Anderson stated she will move forward on research of fees to be charged and state taxes to be applied to the financial program. Melgard stated that anything involving solid waste needs to be taxed for the state which his company does not do however; the City is responsible for those taxes to be paid. Anderson stated that on the fee schedule the garbage charge is highlighted to cover any increases that need to take place during the year of 2020.

Resolution 0113-20A 2020 Organizational Resolution

A motion to approve the Resolution 0113-20A 2020 Organizational Resolution as presented was made by Sharp, seconded by Strand. All in favor, motion carried.

Resolution 0113-20B Appreciation of Donation of \$827.00 from Mike & Michelle Sharp

A motion to approve Resolution 0113-20B Appreciation of Donation of \$827.00 from Mike & Michelle Sharp. Sharp stated he directs this donation is to be applied to the Parks and Recreation fund. A motion was made by Strand to accept this donation and be directed to for the Parks and Recreation Fund as requested by Sharp, seconded by Kemper. All in favor. Motion carried.

Resolution 0113-20C - 2020 Fee Schedule

Miosek pointed out in this resolution it does take into account that consideration the fees for garbage will need an adjustment and also the water fee schedule will change after a rate study taking in to account the bond payments for the new water treatment plant scheduled for construction. A motion to accept the 2020 fee schedule with the discussed increases was made by Flemmer, seconded by Kemper. All in favor, motion carried.

League of MN Liability Coverage – Waiver Form

A motion to approve to League of MN Liability Coverage Waiver Form as presented was made by Flemmer, seconded by Strand. All in favor, motion carried.

Application to Conduct Bingo – Bethlehem Lutheran Church at 210 Maple Ave East on March 22, 2020

A motion to approve a Bingo permit for the Bethlehem Lutheran Church at 210 Maple Ave East on March 22, 2020 was made by Strand, seconded by Sharp. All in favor, motion carried.

Application to Conduct Raffle – Frazee Trap Team Booster Club at the Frazee Event Center 114 North Lake Street on February 29, 2020

A motion to approve an application to Conduct Raffle for the Frazee Trap Team Booster Club at the Frazee Event Center 114 North Lake Street on February 29, 2020 was made by Kemper, seconded by Strand. All in favor, motion carried.

*Application to Conduct Raffle – Lakes Area Friends of NRA at the Frazee Event Center 114 North Lake Street on April 3, 2020*

A motion to approve an application to conduct a raffle –for the Lakes Area Friends of NRA at the Frazee Event Center 114 North Lake Street on April 3, 2020 was made by Strand, seconded by Kemper. All in favor, motion carried.

*Review of Banyon Data System*

Miosek stated that Anderson is requesting the council to consider a different financial program for city wide fund accounting. Miosek & Sharp attended a preview of the software along with the City Auditor. The Auditor is familiar with this program and support for the program is easily accessible. Sharp stated that approximately 100 other cities throughout the State use this programs and that the support is far superior to what we are encountering currently. Anderson feels that she can do a conversion in approximately 30 days once she finds a window of time to work on the set-up. A quote was also received for an inventory system for the Liquor Store however; Anderson doesn't feel this software would cover all the needs for on-sale, off-sale, food, and inventory. She would like to do further research on software that is created for only the liquor/bar industry. A motion to approve the purchase of the Banyon financial system was made by Strand, seconded by Sharp. All in favor, motion carried.

*Review State Statue 340A.602 and Set Public Hearing for Loss of Revenue during 2018 at the Municipal Liquor Store*

After a discussion of gains and losses during the past 3 years it was determined that a public hearing must be held if there are losses sustained 2 out of 3 years. Council directed Anderson to publish for a public hearing on February 10, 2020 at 6:01 p.m.

*Review of Letter Received from Becker County Assessor*

Due to a reschedule meeting by the County of the Board of Review when the second meeting convened Frazee did not have a quorum present. The County continued the meeting under the Open Book law. Once the County determines the need for an Open Book hearing the local City losses it's authority to conduct the Board of Review Hearing until they have petitioned the County to reinstate their authority. Winters will check as to what procedure needs to be followed to reinstate that authority to the City.

A motion was made by Kemper to follow procedure to reinstate the City's authority over the Board of Review hearings, seconded by Strand. All in favor, motion carried.

*Acknowledgement of Thank You – Cornerstone*

Miosek read a letter of Thanks from the Cornerstone for the City's participation in providing electricity for the Christmas tree lights during the holidays.

*Old Business*

Ulteig Engineering Update – Kris Carlson

Carlson said the Hwy 87 project continues to move forward and move information will be available shortly. The Well House project is shaping up for the Contractor to start in

mid-April. Carlson informed Council that when loans and grants are obtained through the PFA the PFA requires a SAC fee for future short-term assets and repairs to be collected which is .50 cents for every 1,000 gallons of water pumped.

Staff Reports

Jolene Tappe – Event Center

Tappe said that December was a quite month. There was an unexpected cost to repairing the outside lighting to LED. January will be a quite month which will give her time to do some needed repairs and cleaning. Miosek asked for the list of repairs she has identified needed for review.

Liquor Store

The need for a Public hearing and research for software was covered earlier. Miosek stated that he isn't convinced that the Banyon Inventory system will cover all the needs for the Liquor Store and would like to do further research on software for that enterprise.

Tyler Trieglaff – Police Department

Refer to report furnished in the agenda packet

Tyler Trieglaff – Rescue Squad

Refer to report furnished in the Agenda packet

Joe Nelson – Fire Department

Nelson brought forth a pension increase request. They are currently at \$1,400.00 per years of service and are requesting an increase to \$1,650.00 per year. The pension will still be 100% funded at \$1,650.00 per year. Discussion of how the fund has and is performing.

A motion to increase the Frazee Fire Pension for the Relief Fund from \$1400.00 per year to \$1650.00 per year effective for 2020 was made by Strand, seconded by Sharp. All in favor, motion carried.

2020 Leadership has been decided by the Department members and is as follows;

Fire Chief – Joe Nelson

Assistant Fire Chief - Jimmy Krejce

Nathan Matejka – Deputy Chief

For 2019 they had 54 calls which is down 25 calls from previous years.

A motion to accept and approve the 2020 nominations for Fire Department Leadership positions was made by Strand, seconded by Kemper. All in favor, motion passed.

Larry Stephenson – Public Works

Stephenson reported that for the month of January 3,630,000 million gallons of water was pumped at the water plant. A major water leak had been detected, identified and repaired. A very short time later they had to return to the same location due to another major leak. 12.25 gallons of Fluoride was added to the system. 2.7 million gallons was pumped at the wastewater treatment plant and 1.59 inches of precipitation was recorded. The MPCA just finished an inspection of the wastewater treatment facility and reported all looked good. Stephenson said the new plow truck is working well and it's time saving to have two trucks running during a snow event.

A motion to accept the staff member reports was made by Kemper, seconded by Strand. All in favor, motion carried.

Council Member Reports

EDA – Flemmer reported that the EDA may possibly take over the Big Turkey sign, planning for Frazee Crazy parades this summer with a possible \$1500.00 funding cost. These parades are to be held on Thursday evenings. Also, discussions regarding housing and the downtown in-fill project.

Public Safety – City Wide Cameras

Three vendors presented proposals to the committee for cameras with quite a variety of price ranges. The committee will discuss the proposals at their next meeting. Flemmer also stated that for the T21 Ordinance he would like the business community to have input on this City Ordinance that is being proposed. Anderson was instructed to send a letter and the proposed ordinance to the business owners that will be affected for their review.

Planning and Zoning – No meeting

Personnel and Finance

Chris Olson from Banyon presented the Financial and Inventory software his company offers with the City Auditor in attendance.

Parks and Trails – No Meeting

Anderson provide the latest update on the Heartland Trail Committee meetings

LARL – Please review report in packet

A motion to approve the Council member reports was made by Sharp, seconded by Strand. All in favor, motion carried.

Administrator Report

Anderson stated she has been receiving several positive comments on the City's Comprehensive Plan and the Updated website. Also, the office is working to close out 2019, submitting end of the year reports required by the State and Federal level and preparing for the 2019 Audit to begin.

A motion to accept the Administrators report was made by Strand, seconded by Flemmer. All in favor, motion passed.

Being no further business to discuss a motion to adjourn at 7:20 p.m. was made by Strand, seconded by Sharp. Meeting adjourned.

Respectfully Submitted,



Denise Anderson/Administrator