



FRAZEE CITY COUNCIL

Regular Meeting Minutes
November 9, 2020
Frazee Civic Center

ZOOM

Topic: November Frazee City Council Meeting
Time: Nov 9, 2020 6:00 PM Central Time (US and Canada)
Meeting ID: 872 0161 9595
Passcode: 564338

Mayor Ken Miosek called the meeting to order at 6:00 p.m.
Present: Mayor Ken Miosek, Council Members Mike Sharp, Nicole Strand, Mark Kemper and Mark Flemmer
City Staff- Denise Anderson/City Administrator, Nancy Kiehl/Deputy City Clerk, Tyler Trieglaff/Chief of Police, Jolene Tappe
Zoom: Council Member Nicole Strand, Luke Johnson SHE Inc., Jason Murray City Financial Advisor, Kris Carlson City Engineer, Barbie Porter

Open Forum - None

Consent Agenda

Minutes – October 2020 Regular Meeting

Approval of Claims

Acceptance of City Cash Control Statement

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

Old Business

New Business

Canvas 2020 Election Results - Resolution 1109-20A

A motion to accept the Canvas of the 2020 Election Results was made by Kemper, seconded by Sharp. All in favor, motion carried.

Resolution 1109-20B Local Board Powers to be Reinstated

A motion to accept Resolution 1109-20B was made by Flemmer, seconded by Sharp. All in favor, motion carried.

Anderson did state that the County is willing to take over the assessment duties for the City. Anderson stated that they would charge \$9,700 per year which is \$700 more than Mr. Hegna charges. Anderson recommended the Council consider using the County's services since they are easier to access to review and answer residents questions with a quicker turn around time. Sharp felt another benefit would be that it would insure more consistency with other properties throughout the County. Strand also felt it would be a good option to pursue.

Resolution 1109-20C Calling a Public Hearing on the Establishment of Tax Increment Financing District 1-6 and the adoption of a Tax Increment Financing Plan Relating Thereto

Murray stated that the only parcel that would be left in District 1-5 would be All-N-All, the Dance Studio is in the old Swift Plant District. Due to the 5-year breakdown rule the rest of the parcels in 1-5 at this time needed to be decertified. The new TIF district 1-6 will take some of those parcels in 1-5 and restart the development clock for them. Kemper reviewed the proposed TIF parcel map and discussion of parcels that would qualify for the proposed district 1-6. A public Hearing will be scheduled for January 11, 2021.

A motion to accept Resolution 1109-20C calling for a Public Hearing for the Establishment of Tax Increment Financing District 1-6 and the Adoption of a Tax Increment Financing Plan Relating Thereto was made by Flemmer, seconded by Strand. All in favor, motion carried.

Resolution 1109-20D Resolution - Declaring Police Officer Eligibility in the Public Employees Retirement Association Police and Fire Plan

Trieglaff stated that the new part-time officer will meet criteria to receive PERA benefits and asked Council to approve placing him on the City's Police PERA.

A motion to approve Resolution 1109-20D Resolution - Declaring Police Officer Eligibility in the Public Employees Retirement Association Police and Fire Plan was made by Sharp, seconded by Strand. All in favor, motion carried.

Hwy 87 Project – Street Lights

Miosek stated that he didn't feel that Council needed to make any decisions this evening. Miosek stated that the City owns all the poles on Lake Street and that the engineering on this project would need to be overseen by MN DOT. Johnson and Council had a lengthy discussion covering the following topics and points.

- Council doesn't feel they have had ample time to make a concrete decision this evening. Johnson stated the 60% design should be accomplished by December 11. Johnson felt if Council took another month to decide on poles an illumines. Flemmer asked if they needed decisions on number of poles and pole sizes. Council reviewed the option of high poles, short trail poles and an option of a hybrid combination.
- Cost range from \$225,000 to \$275,000 with MN DOT share.
- Transportation Alternative Grant (TA Grant) would be able to shift costs from amenities to lighting if so needed.
- An in-depth discussion of how properly the street and multi-use trail poles should/will be lit. Also placing short trail poles on the backside of the trail

as to not interfere with snow removal which could result in the need of property owners agreement of granting the city a 2'X4' permanent easement to place the trail poles on the backside of the trail or placing the trail poles on the frontside of the trail in the buffer strip. Anderson questioned Johnson if the sidewalk on the east side of the street could be shortened to 6' as apposed to 8' but unfortunately MN Dot has set the center line and it cannot be redesigned.

Council member Strand stated that she didn't feel corners should be cut on the lighting system for the trail and both tall and short poles for trail should be incorporated throughout the entire trail and the street lighting system to ensure the trail is property lit and doesn't seem dark or unsafe for users as opposed to a hybrid system.

Sharp would preferably place the trail poles on the backside only if property owners would agree to granting a permanent access to the City. Flemmer discussed the difference in price as to what he had research previously but felt the City should not impose on property owners to grant easements for backside placement. Johnson explained that the trail poles could be placed on the backside of the curb and trail. Carlson stated that to place the trail poles behind the curb would not be a serious issues; however, if council wished to contact property owners where poles are identified to be placed, he would provide those parcels. Anderson asked Carlson if lighting expenses over ran what was asked for in the TA grant could dollar amounts be shifted from amenities or other components in the grant. Carlson stated that it would be permissible. Further discussion of Council with cost and placement Council member Flemmer stated he is in favor and supportive with Council member Strand of lighting the trail adequately feeling confidently the TA grant will cover most expenses depending on the fixtures the City decides on. Strand stated that she is not in favor of cutting corners and wishes the trail would be used due to proper lighting and appearance. To insure its pedestrian friendly. Trieglaff stated that he would prefer the trail be lit adequately.

Strand made a motion to move ahead with both tall and short poles to light the Hwy 87 2022 project in order to adequately light the corridor, Kemper stated he would be in favor providing no residents property would be condemned or confiscated to obtain the lighting to be placed on their property, Miosek stated he understood that was the was the consensus. Seconded by Sharp, all in favor, motion passed.

Directions to Johnson that the Council needs direction where the poles will be placed. Johnson also asked for additional amenities the Council would like to be placed on the poles and brought up amenities the City would like to consider for the downtown. Concisely the option of colored concrete, pavers or planter amenities in the Lake Street – Main Street crossing. Due to the trail the amenities may be constricted to crosswalks and color variations. There may be caveat's due to ADA requirements of color variances of sidewalk and crossings colors. Shape expressed concern of colored concrete not withstanding elements. Carlson stated that sometimes colored concrete can flake, but he has no solid information on how colored concrete will perform.

Flemmer asked if the Council needs an answer on the railroad gates. Johnson stated he had no positive answer. Further discussion on design and a safety standpoint for a quite zone design.

Council Meeting Dates Adjustment

Strand expressed concerns she and other residents who have voiced the same that the Council meets on the same evening as the School Board and now especially since Chief Trieglaff has been elected as an official to serve on the school board. Miosek stated he is not in favor of a change. Flemmer expressed concerns that the first Monday would be difficult for the City to finish accounting practices for bill payment and accurate financial reporting for the prior month. Flemmer also reminded Council that the Council did change their meeting date in previous years to accommodate and then the school board changed their meeting date to the same Monday. Strand feels the date should be changed so residents are not forced to choose which meeting they may or may not be able to attend. Further discussion of City bill payment dates and the possibility of changing the meeting date to a different day of the week. Tuesday and Thursday nights are school game activity evenings, Wednesdays are reserved for religious activities and meetings, no one was in favor of meeting on Friday evenings. Sharp feels it would be an ideal situation to have the meetings on a different date.

Strand made a motion to change the City Council meeting date to the third (3rd) Monday of the month.

Flemmer question if it would be easier for the school board to change their date as opposed to the City. Flemmer felt it would be best to reach out to the school board first regarding this issue. Miosek stated he would call Superintendent Karger and visit with him on the issue.

Strand stated she will table her motion until the December Council meeting to ensure time for the date issue to be researched.

Return to Anderson's recommendation to utilize the Becker County Assessor services

Sharp made a motion to enter into a contract with Becker County for property assessments for the City. Seconded by Flemmer.

Anderson stated she will instruct the City Attorney to draw up a letter of separation of services between the City and Wes Hegna

Miosek called the question, all in favor? All present voted in favor; motion carried.

Staff Reports

Jolene Tappe – Event Center NOVA quote

Tappe reported that the sprinklers need repair and feels she could wait until January. Also, the ice machine has failed, and she will hold off on that until the new year. She's experiencing cancelations due to the COVID issues and that she feels there is another shutdown coming. Flemmer stated that there are still major repairs for the Event Center that need to be addressed. Tappe expressed disappointment in the Center's performance this year but due to the pandemic and imposed shutdowns there is nothing else that could be accomplished. A new ice machine will cost approximately \$3500.

Flemmer stated that on November 18th Mr. Daggett informed him the Event Center will be paid off through their 503(c) organization.

Liquor Store

Miosek stated the reports are in the agenda packet. Flemmer asked if monthly inventory reports could be furnished to Council.

A motion that monthly inventories be furnished with the Liquor Store reports was made by Flemmer, seconded by Sharp. All in favor, motion carried.

Tyler Trieglaff – Police Department

Trieglaff reported 102 calls for the month of September of which 34 were traffic. He has placed new tires on the squads and the City-wide camera system is up and running. He is now able to monitor from his office and still needs training. Residents are asking if it could be placed on the website as a traffic cam. Anderson questioned if the City has bandwidth for that activity. The AED's are in and the new Officer is continuing training. Flemmer asked if the camera system could cover the parks and Sharp said he would like to see that Town Lake beach is monitored. Trieglaff said in time with relays and additional cameras that will be accomplished.

Tyler Trieglaff – Rescue Squad

Trieglaff reported there were 11 calls in September with 4 in town. The annual training has been completed and the United Way of Becker County has a video featuring Frazee on their Face Book site.

Joe Nelson – Fire Department

Due to quarantine Nelson was unable to attend this meeting. Anderson stated that their trip to Milaca was postponed to look at the engine that is for sale there. No report for this meeting.

Larry Stephenson – Public Works

Stephenson was unable to attend, this report is omitted for this meeting. Kemper asked if the Well House is completed. Anderson reported it is not, but the project is currently running ahead of schedule. All the large deliveries have been completed and the road has been repaired and asphalt lifts replaced. Currently the inside of the building along with all the testing circuitry is in the process of being installed.

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

Council Member Reports

EDA – Anderson reported the contract with CEDA was reviewed and discussed. Robert Harris III gave a presentation of the EDA using a Fellowship which would cost the EDA approximately \$15,000 per year for 20 hours of service per week and would require a 2-year commitment from the EDA. Further review of leasing contracts for the Downtown in-fill project. EDA will have a special meeting coming up on the 17th for a proposal of the sale of 105 Ash. Flemmer asked Anderson to set up a Zoom meeting for that meeting.

Public Safety – Trieglaff stated they did not meet but due to recent injuries he has concerns regarding the upcoming Christmas trees to be installed along Main Avenue. Discussion of extension cords being installed safely. Anderson stated that the City does not have a forklift for this operation and Flemmer had concerns about sight lines for motorists and pedestrians being obstructed. Kemper wanted the size of the trees to remain smaller. Trieglaff stated that no one has yet approached the City for any type of Holiday decorating.

Planning and Zoning – No meeting due to Election day

Personnel and Finance – No meeting

Parks and Trails – No meeting

LARL – No report submitted

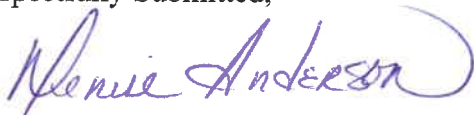
Sharp made a motion to approve Council Member reports, seconded by Strand. All in favor, motion carried.

Administrator Report – Anderson reported the general election went smoothly. COVID reporting needs to be completed this week, the majority of the funds was spent on COVID public safety. The administration office has been extremely busy with all the demands and research required for the Hwy 87 project and Anderson thanked Council members for their help with researching various issues from lighting to railroad safety. Anderson reported that through the 2020 State Bonding bill 2 million was received for the completion of the Heartland Trail from Acorn Lake to Frazee. Miosek stated that this money is anticipated to be released to the County so the job can be completed locally. Kemper made a motion to accept the Administrator report, seconded by Sharp. All in favor, motion carried.

Flemmer asked for Council approval for he and Sharp to pursue working on researching a whistle free zone for the City. Sharp did not anticipate any cost amounts to be billed to the City with the exception of possibly billable hours with Ulteig. Council expressed their full support for Flemmer and Sharp to move forward on their project.

Being no further business to discuss a motion to adjourn at 8:55 p.m. was made by Strand, seconded by Sharp. Meeting adjourned.

Respectfully Submitted,



Denise Anderson/Administrator