



FRAZEE CITY COUNCIL
COUNCIL MEETING MINUTES

January 11th, 2021

6:01 p.m.

Frazee Event Center – 114 Lake Street North

Zoom Meeting ID: 826 5321 1574

Passcode: 841495

Regular Council Meeting

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

Recognized Attendance

Council Members: Ken Miosek, Mike Sharp, Nicole Strand, Mark Kemper,
Mark Flemmer

Staff: Denise Anderson/Administrator, Kris Carlson/City Engineer,
Joleen Tappe/Event Center Director, Tom Winters/City Attorney

Staff on Zoom: Tyler Trieglaff/Police Chief

In Person: None

Zoom: Wes Hegna

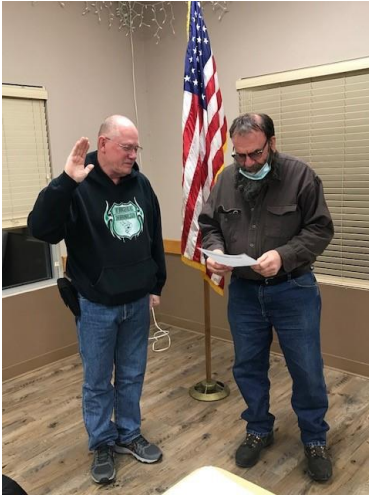
Open Forum

Wes Hegna stated that he had received a letter of separation from the City in regard to his duty as City Assessor and would like the Council to reconsider their position of his contract .He stated that he has worked hard for the City to do the valuations and gets along well with the City Staff. He did say at times it was difficult to make contact due to family circumstances. Flemmer stated he felt it would be more beneficial and efficient to work directly with the County Assessor. Hegna stated he feels its better to have a buffer between the homeowner and the County. Sharp stated that he is comfortable with the decision the Council has made moving forward with the County services. Miosek stated that Mr. Hegna’s concerns will be taken under consideration and advisement.

(Indicates continuing discussion throughout the meeting for final decision motion)

Oath of Office was administered to re-elected Council Members Flemmer and Sharp by Mayor Ken Miosek.

Mark Flemmer



Mike Sharp



Consent Agenda

Minutes

12/14/2020 Wannigan Park Master Plan Review

12/14/2020 Truth in Taxation Public Hearing

12/14/2020 Liquor Store 2019 Loss public Hearing

12/14/2020 Regular Meeting Minutes

Water Treatment Facility Change Order #6

Application for Payment #10 Water Treatment Facility

Approval of Claims

Review of City Cash Accounts

- ✚ A motion to approve the consent agenda was made by Strand, seconded by Flemmer. All in favor, motion carried.

New Business

Resolution 0111-21A 2021 Organizational Resolution

- ✚ A motion to approve Resolution 0111-21A 2021 Organizational Resolution was made by Strand, *(with the exception of the meeting dates until decided by Trieglaff's Council meeting Report)* seconded by Kemper. All in favor, motion carried.

Resolution 0111-21B 2021 Fee Schedule

- ✚ A motion to approve Resolution 011-21B 2021 Fee Schedule was made by Sharp, seconded by Strand. All in favor, motion carried.

League of MN Liability Coverage – Waiver Form

- ✚ A motion to approve League of MN Liability Coverage stating the City does not waive the monetary limits on Municipal tort liability established by Minn. Stat. 6 ss 466.04 was made by Sharp, seconded by Strand. All in favor, motion carried.

Acknowledgement for use of Gambling Funds – Frazee Lions Club for Contribution of \$600.00 to the Frazee Fire Department for 200 Youth Training

- ✚ A motion to approve Frazee Lions Club Contribution of \$600 to the Frazee Fire Department Youth Training was made by Strand, seconded by Sharp. All in favor, motion carried.

Planning Recommendation – Introduction of Ordinance No. 158 Amending sections of 10-4-9 and 10-5-2 of the Frazee City Code

Council had a discussion of zoning requirements and the requirement needed for the Cornerstone Group to be complying to operate a youth center and Bistro at 300 2nd Street North.

- ✚ A motion was made to amend Zoning Ordinance 158 amending sections 10-4-9 and 10-5-2 to allow C2 to include permitted use of Youth/Community/Recreation Center and a call for a Public hearing to be scheduled on the next decided Council Meeting date *(date to be determined)* was made by Strand, seconded by Sharp. All in favor, motion carried.

Parcel Split Request – 435 Walnut Avenue West

A request from property owners on either side of 435 Walnut Avenue to split that parcel and conduct a lot line move to incorporate ½ of the parcel on each of their existing parcels. Council discussed the request.

- ✚ A motion to grant parcel split request of 435 Walnut Avenue west was made by Flemmer, seconded by Strand. All in favor, motion carried.

BNSF License Agreement (trail and fence) – Kris Carlson

Carlson explained to Council that BNSF is asking for a one-time license fee for the Multi-Use path to cross the Lake Street/Hwy 87 railroad crossing. He stated that insurance requirement still need to be reviewed and recommended that this issue be tabled until the City Attorney has reviewed the License agreement.

- ✚ A motion to table this License Agreement until further City Attorney Review has been conducted was made by Kemper, seconded by Strand. All in favor, motion carried .

Notice from Becker County – Board of Appeal & Equalization 4/23/2021 at 3:00 p.m.

Location to be determined

Anderson stated this is for informational purposes for Council members who wish to participate on the Board of Appeal and Equalization on April 23rd.

Senior Banners

Old Business

Ulteig Engineering Update – Kris Carlson

Railroad crossing Fence – 60% of the MN DOT Hwy 87 plans have been submitted and the City plans will be bid in December of 2021. The type of fencing the Council has recommended has been submitted to MN DOT. Carlson suggested that the City further consult Tom Pace with MN DOT regarding the fencing.

The progress at the Water Treatment Plant is progressing, painting inside is now in progress, the media has been installed and he feels the new plant will be coming up on-line soon.

The City and Ulteig are in the process of submitting a LRIP Grant which funds route of regional significance for reconstruction of South River Drive to be considered for 2023. The County will be doing a mill and overlay on main Street during that time and this project could be planned and supported by the County in connection with their plan for bids.

Staff Reports

Jolene Tappe – Event Center

Tappe said that another event has cancelled that needed to be refunded. She stated that the ice machine in the Event Center has totally failed and beyond repair. A new ice machine installed will cost approximately \$3300 to \$3400. She is also looking to purchase foot pads for the chairs and tables to prevent scratching the newly installed flooring. Strand expressed a need to purchase an ice machine soon.

- ✚ A motion to approve the expense amount of \$3500 to purchase a new ice machine for the Event Center was made by Strand, seconded by Sharp. All in favor, motion passed.

Liquor Store

Kemper stated that he would like to extend appreciation to Ms. Mastin for a good job bringing the Liquor Store into the black for the close of 2020. Anderson stated she continues to look for stimulus dollars to help off set the loss both the liquor store and event center have sustained during 2020.

Flemmer proposed that the janitorial position at the Liquor Store be eliminated to save an estimated \$18,000 per year in wages. Council discussed the pro's and con's of such an elimination and who would take on the duties the position entails.

- ✚ A motion to eliminate the janitorial position at the Liquor Store effective 2-1-2021 was made by Flemmer, seconded by Sharp. All in favor, motion carried.

Flemmer went on to state a full-time manager needs to be hired. Miosek said he doesn't feel its in the budget to hire a full-time manager at this time. The On sale may be forced

to close and what would the Council do with the building? Miosek stated there is quite a lot of competition in the area for Liquor sales. Strand feels a manager needs to be hired at this time, rather it be Ms. Mastin, or someone else. Flemmer stated that sales at the Liquor Store have been flat for the past 10 years. Sharp stated they need a manager he feels they need the leadership of a manager. Kemper stated he agreed they need a manager but where do they find the money to support the salary. Kemper stated they need to also serve good food to enable the on sale to survive. Which would also include an extensive remodeling effort inside and outside of the on sale building which would require money not in the enterprise fund.

Further Council discussion of advertising for a manager, looking for inside talent, profit incentive pay scale and checking with the League of MN Cities.

Tyler Trieglaff – Police Department

Refer to submitted written report.

Trieglaff joined the meeting by Zoom and stated that the new squad is being prepared for service. Officer Seeger will be leaving for 3 to 4 months for reserve training and officer Erickson will be picking up hours to fill in those shifts. Trieglaff also reported that the Frazee School Board will continue to keep their meeting dates on the second Monday of each month.

- ✚ A motion to change the current Council meeting dates of the second Monday of each month to the third Monday of each month to be held at 6:00 p.m. on those days with the exception of February which will be the third Tuesday, February 16th due to the 15th being Presidents day was made by Strand, seconded by Sharp. All in favor, motion carried.

Tyler Trieglaff – Rescue Squad

Nothing to report

Joe Nelson – Fire Department

No Report

Larry Stephenson – Public Works

Refer to submitted written report.

Anderson stated that the Liquor Store is honoring senior and veteran discounts only on Monday's from this point moving forward.

- ✚ A motion to accept staff member reports was made by Strand, seconded by Kemper

Flemmer spoke about the need on the safety side for a solar light to be placed in Red Willow on the curve of Red Willow Drive with the intent that if the skating rink is moved to the RL Frazee park those lights could be used there.

- ✚ Miosek asked for a call of votes for the motion on the staff member reports on the floor. All in favor, motion carried.

Council Member Reports

EDA

Discussed the downtown in fill project and the Public Hearing creating TIF District 1-6 along with parcels that will and will not qualify to be placed into that district. Discussion of EDA goals for 2021 and Flemmer stated that the county is interested in multi-housing development on the county owned land next to Red Willow Heights. There was a discussion of possibilities and zoning for that area. Sharp stated that the City owns

property next to the Dollar General which would be more suitable to focus for a multi-unit development since the City is paying the specials on that parcel. Kemper stated that residents in Red Willow have already presented a petition that they do not want multi-housing in Red Willow and the City EDA should enforce their wishes. Flemmer stated they observed cameras and Trieglaff has a request to purchase 10 more.

✚ Flemmer made a motion that the City purchase 10 more cameras

Kemper asked what the cost would be. Trieglaff felt about \$20,000, without the cost of Frazee electric. Trieglaff felt he needs to visit with the sales rep again. Flemmer withdrew his motion pending further research be conducted on the exact amount of Trieglaff's request.

Public Safety -Solar Lighting in Red Willow Heights &Trieglaff stated there is a need for an additional 10 cameras.

Red Willow Solar lighting, (covered during staff reports) Camera review with Chief Trieglaff. (Covered during EDA)

Planning and Zoning – Zoning Ordinance discuss and approve for council decision parcel split request.

Personnel and Finance – Finalize 2021 Budget

Parks and Trails – No meeting

LARL – No report

✚ A motion to approve he Council Member reports was made by Sharp, seconded by Strand. All in Favor, motion carried.

Administrator Report

Anderson informed Council there is a mold issue in the basement of City hall. It was determined that the carpet is creating the issue from being wet too many times and the City Building Inspector pointed out mold by the ceiling tiles. Anderson asked Council to use her Capital Improvement funds to rip out the carpet and replace the flooring with vinyl laminate planking. Anderson also asked Council's consideration to bring in an extra person for a few hours a week to help with remedial tasks such as filing and water billing preparation for mailing.

✚ A motion to accept the Administrator report was made by Strand, seconded by Kemper. Motion carried

Being no further business to discuss a motion to adjourn at 8:00 p.m. was made by Strand, seconded by Kemper.

Respectfully Submitted

Denise Anderson
Administrator