



FRAZEE CITY COUNCIL

AGENDA

March 15th, 2021

Frazee Event Center - 114 North Lake Street

6:00 p.m.

Topic: Public Hearing & Council Meeting

Meeting ID: 818 5825 7946

Passcode: 474867

Mayor Miosek called the Public 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, Nancy Kiehl, Deputy City Clerk,
Kris Carlson/City Engineer, Tom Winters/City Attorney, Tyler Trieglaff/Police Chief,
Larry Stephenson/Public Works Supervisor, Jolene Tappe/Event Center Manager**

Public Guests Present : Tim Schoonhoven & Greg Bohl/WIDSETH

Kevin Gregory/United Methodist Church Pastor

Staff Zoom: Joe Nelson, Fire Chief

Public Zoom: Sandy O

City of Frazee

Public Hearing

**CONDITIONAL USE PERMIT REQUEST BY THE FRAZEE
UNITED METHODIST CHURCH**

**a conditional use permit request by the Frazee United Methodist Church to construct a
new church building to be located at 601 9th Street NW
(Red Willow Heights development).**

Kevin Gregory the pastor of the United Methodist Church spoke in favor of a conditional use permit requested by the Frazee United Methodist Church to construct a new church building to be located at 601 9th Street NW.

Regular Council Meeting

Open Forum - None

Consent Agenda

a. Minutes

2-16-21 Public Hearing – Corrections of Hazardous Conditions at 606 East Main Avenue

2-16-21 Public Hearing

Public Comment Period, and Votes on the Following Zoning Related Items: Proposed Ordinance No. 158, A Rezoning Request by the Cornerstone, and a Conditional Use Permit Request by the Cornerstone

2-16-21 Regular Meeting Minutes

b. Approval of Claims

c. Review of City Cash Accounts

d. Application for Raffle Permit – Frazee Area Community Club on August 16, 2021 at the White Pine Room located at 105 2nd St NE

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

New Business

Widseth – DNR Funding Opportunity for Town Lake Beach – Grant Writing

Tim Schoonhoven & Greg Bohl with WIDSETH addressed the Council of the services they could provide to complete the grant writing and architecturally design a structure for Town Lake Beach that would be a year-round use facility. The DNR is accepting applications for grant requests of up to \$250,000 which will also require a 50% matching source from the applicant. Schoonhoven also stated that the value is in the project design which even if the grant was not permitted the City would own the design rights for future grant opportunities.

Resolution 0315-21A A Resolution Authorizing Grant Application to the Department of Natural Resources and Conflict of Interest

👉 A motion was made by Strand to approve Resolution 0315-21A approving and authorizing Grant Application to the Department of Natural Resources and Conflict of Interest, seconded by Flemmer. All in favor, motion carried.

Resolution 0315-21B Resolution of Acceptance & Appreciation of Donation

👉 A motion to approve and accept a \$300.00 donation from an anonymous donor for the Frazee Fire Department was made by Strand, seconded by Kemper. All in favor, motion carried.

Zoning/Subdivision Application – Frazee United Methodist Church Conditional Use Permit to build a Church at 601 9th Street – Red Willow Development (findings of Public Hearing)

Miosek stated that during the Public hearing there was no opposition to granting a Conditional Use Permit for the Frazee United Methodist Church. No Council member expressed a concern regarding granting the use permit.

👉 A motion to grant the Frazee United Methodist Church a Conditional Use Permit to build a Church at 601 9th Street was made by Sharp, seconded by Strand. All in favor, motion carried.

Frazee Fire Department – Updated presentation of the 2019 Fire Department CIP as of March 2021

Chief Nelson explained updates of budgeting and planning for the Fire Department due to purchases and goals met during the past two years.

- ✚ A motion to accept and recognize goals met and future planning outlined in the 2019 Fire Department 2019 CIP was made by Strand, seconded by Sharp. All in favor, motion carried.

Frazee Fire Department – Pension

Chief Nelson reviewed with Council the market value of assets of the Frazee Firemen's Relief Association and that the account is currently funded at 149%. The Firemen are asking to raise their pension from \$1650.00 per year to \$1900.00 which would leave the plan funded at 133%.

- ✚ A motion to approve raising the pension amount from \$1650.00 per year to \$1900.00 was made by Kemper, seconded by Strand. All in favor, motion carried.

Water Treatment Plant Certificate of Substantial Completion – Ulteig

Carlson stated that the Well House has reach a point of substantial completion and asked the City to sign off on that. After discussion it was discovered that there are problems with pumps not working correctly. Council stated they will not approve a sign off until problems still incurred on the check off sheet are addressed. Council instructed the city office to send out notifications to water users about the new procedure of chlorinating water once the water treatment plant goes online.

2021 Water & Sewer Rate Analysis – User Fees and projected rate increases through 2030

Anderson presented the Water and sewer Fund rate study conducted by Jason Murray the City's Financial Advisor out lining the \$20.00 per month user fee to generate revenue for the bond and also the outline of rate increases yearly to cover PFA requirements and agreement to cover future expenses to receive grant funds for the project. These increases will be implemented every year in the annual fee schedule.

- ✚ A motion to accept and approve the 2021 Water Sewer Rate increases through 2030 and the \$20.00 per month user fee until the debt is paid was made by sharp, seconded by Flemmer. All in favor, motion carried.

Preliminary Engineering Services Agreement For Quiet Zone Projects

Flemmer stated that he has contacted major stakeholders and has not run into any complications. Sharp stated that the county is on board with the project. One intersection on Frazee Road has been eliminated from the scope of the project.

Old Business

Change Council Meetings back to the Fire Hall - Approved
Resolution 0315-21C Adopt findings for Hazardous Building

A motion to approve Resolution 0315-21C Adopting findings for Hazardous Building was made by Strand, seconded by Sharp. All in favor, motion carried.

Wannigan Park Master Plan Update

Anderson presented and explained to Council the scaled back changes that the Wannigan Park Committee has made to comply with adjacent landowners' concerns. The

Committee is asking for Council approval before submitting the application requesting acquisition funds to the Greater MN Parks and Trails Commission.

- 👉 A motion to approve the changes was made by Sharp, seconded by Strand. Those in favor - Miosek, Kemper, Strand and Sharp. Opposed – Flemmer. Motion carried

Concrete & Light Pole Color Choice

Concrete color – Landmark Grey

Light Pole Color - Black

Staff Reports

Event Center

Tappe said that capacity limits were being raised and that all of her May events are still scheduled.

Liquor Store – Report in agenda packet

Police Department

Trieglaff reported in February there were 103 calls of which 32 were traffic calls. The squads are still being switched out and fitted for service. MN has enacted new laws for officers to follow which makes their job much more difficult.

Rescue Squad

Trieglaff reported 21 calls for February of which 7 were in town.

Fire Department

Nelson reported 4 calls in February. 2 were alarms, 1 structure fire and 1 motor vehicle. Year to date there have been 12 calls with their busy season coming up. The new Engine should be ready for delivery on March 29th. The department will be changing to a new County paging system.

Public Works

Stephenson stated in February the Water Treatment plant (old plant) pumped 3,659,000 and added 13 gallons

- 👉 A motion to accept and approve the Staff Reports was made by Kemper, seconded by Strand. All in favor, motion carried.

Council Member Reports

EDA - Flemmer spoke about plans for the Crazy Frazee Days parades and the EDA 2021 Goals

Public Safety – None

Planning and Zoning – None

Personnel and Finance – (Emails for Admin Position opening)

Parks and Trails - Anderson presented Wannigan Park revised plans to Burlington Township also discussion of progress of the Quite Zone.

Frazee – Vergas School District

Strand gave an update on the Senior picture banners and felt the fence on the duck pond would be the best location to display them.

- 👉 A motion to accept the Council Reports was made by Sharp, second by Strand. All in favor, motion Carried.

Administrator Report

Anderson stated that the Liquor Store has received a \$10,000 grant from Becker County for COVID relief. A Grant request has also been submitted for the Event Center. On March 16th the League of MN Cities will have a webinar outlining what the next round of COVID relief money can and can't be used for and advised Council if possible to watch it.

🗳️ A motion to accept the Administrator's re[port was made by Strand, seconded by Kemper. All in favor, motion carried.

With no further business to discuss a motion to adjourn at 7:55 p.m. was made by Strand, seconded by Sharp.

Respectfully submitted,



Denise Anderson/Administrator