



## **FRAZEE CITY COUNCIL**

Minutes  
April 19<sup>th</sup>, 2021  
Frazee City Fire Hall  
6:00 p.m.

ZOOM INFORMATION  
Meeting ID: 837 6383 0624  
Passcode: 223231

### **Regular Council Meeting**

#### Call the Meeting to Order

*Present Council Members* – Ken Miosek, Mark Kemper, Mark Flemmer, Nicole Strand, Mike Sharp

*City Staff* – Denise Anderson/Administrator, Nancy Kiehl/Deputy Clerk, Joe Nelson/ Fire Chief, Larry Stephenson/Public Works Supervisor, Tyler Trieglaff/Police Chief, Kris Carlson/City Engineer, Tom Winters/City Attorney

*Guests* – Wes Hegna, Trisha Jorud, Donna Eskildsen

Open Forum - Flemmer introduced Trisha Jorud to Council. Jorud wishes to help with City Parks maintenance. Miosek read a letter from Karen Phifer stating her support for the needs of developing Wannigan Park. Wes Hegna addressed the Council regarding their decision to discontinue his services and engage with Becker County. He feels its unfair and wants the City to retain his services.

#### Consent Agenda

##### *Minutes*

*3-15-2021 Public Hearing* – Conditional Use Permit Request by the Frazee United Methodist Church

*3-15-2021 Regular Council Meeting*

*4-12-2021 Council Selection of Final Applicant for Administrator Position*

*Approval of Claims*

*Review of City Cash Accounts*

*Review and approval of Renewal of Liquor License for All-in-All Inc. and Heart of Lakes VFW Post 7702 Inc.*

*Application for Raffle Gaming Permit* – Frazee High School Trap Team Booster Club. May 24<sup>th</sup>, 2021 Frazee Event Center 114 North Lake Street

Application for Raffle Gaming Permit – AM VETS Post 612

July 24, 2021 at 10:00 a.m. in the Frazee VFW120 West Main Avenue

New Business

Approval of Funding and Grant Consideration Request to the MN Public Facilities Authority for Water and Sewer Main Replacement and Improvements for the Hwy 87 2022 Project.

Carlson informed Council that this project is PFA (MN Public Facilities Authority) eligible and that the plans have been submitted to the PFA. Carlson has contacted the City Financial Advisor, Jason Murry and folders have been prepared.

- ✚ A motion was made to approve Funding and grant consideration by Kemper, seconded by Sharp. All in favor, motion carried.

Resolution 0419-21A Resolution Adopting Assessments for 2020-2021 Delinquent Utility/Service Bills Payable in 2022

Miosek had questions if service was still be provided to these residences and both Kiehl and Nelson stated it was.

- ✚ A motion to approve Resolution 0419-21A was made by Kemper, seconded by Sharp. All in favor, motion carried.

Resolution 0419-21B Resolution Adopting Assessments for 2020-2021 Delinquent Utility/Service Bills Payable in 2022

- ✚ A motion to approve Resolution 0419-21B was made by Strand, seconded by Kemper. All in favor, motion carried.

Frazee Fire Department – Amendment to Current By-Laws

Nelson stated that some members are not coming to meetings or some trainings. A few members just want to be on the department to bank their retirement pension. The department is currently running short on calls and with 26 members he finds that to be unacceptable. He said other departments have call requirements. Flemmer questioned if it could lead to dismissal. Nelson explained various requirements and that the Council makes the final decision.

- ✚ A motion to approve the Fire Departments Amendment to their by-laws was made by Kemper, seconded by Sharp. All in favor, motion carried.

School District – Summer Recreation Program Donation

Miosek called the former Administrator and he stated that the school took over the summer rec program from the City and the City agreed to donate to the program. A definite amount was never decided on. Strand feels this is an important program for the area youth. There was a discussion of best practice for funding of this program. Council felt they could donate \$5000.00 this year. Sharp feels an agreement of what the agreement will be created.

- ✚ A motion to approve continuation of funding in coming years with a cap of \$10,000 per year was made by Kemper, seconded by Sharp. All in favor, motion carried.

Adopt a Park Program

Flemmer stated that Jorud has a group of volunteers who wish to clean the parks and report broken equipment to public works. Their goal is to just maintain the parks.

- ✚ A motion to approve Jorud as the Liaison for Adopt a Park Program was made by Strand, seconded by Flemmer. All in favor, motion carried.

City Hall Hours – Survey response and logged calls and visits

Discussion of Office Hours. Tabled for new Administrator to review Administrator Position – Interview Schedule and proposed Council Sharp stated that how many questions will be asked should be decided. Discussion of question selections, dates, and times of interviews and where to hold interviews. Also, Tom Winters will attend interviews. Time frame for final decision will be 2:45 on April 22.

Old Business

Quite Zone Update

Talking points as follows:

Flemmer met with stakeholders, Tom Pace and Jim Olson concurred with the plan.

Carlson stated it is difficult to accommodate turns for semis.

Representatives from the railroad did not attend.

Create a letter of intent.

60-day period for comments.

Submit packet to the Federal railroad.

Spoke to Tom Pace and work will not begin until after the Hwy 87 project is complete.

Extra pylons will need to be kept in inventory for any that get damaged.

Snow removal will need to be proficient.

Focus letters will need to be sent out.

Will need a County Resolution of Support.

Water Treatment Plant Update – Request for payment of Application #11 and #12.

Certificate of Substantial Completion/Council review and approval

Carlson stated that this is a carry over issue from the last meeting and that the pumps have been repaired. There will be a change order next month.

- ✚ A motion to approve request for payment and sign certificate of substantial completion was made by Strand, seconded by Flemmer. All in favor, motion carried.



Staff Reports

Event Center – No report

Liquor Store – review of statement

Police Department – Trieglaff reported 99 calls in March which 34 were for traffic.

Council Member Sharp had an opportunity to view the camera system. Flemmer would like to see cameras installed in the parks.

Rescue Squad – Trieglaff reported 23 calls for March which 11 were in town. Rick Billett retired from the Rescue squad after serving for 36 years. 1 member is moving so at this time they are short-handed.

Fire Department – Nelson reported 7 calls. 5 in Burlington Township 1 in Height of Land Township and 1 was mutual aid. They are waiting for more equipment to outfit the new engine and more training for pump operators before that engine can be put into service. He questioned what to do with two older trucks that are out of service.

Public Works – Stephenson reported that 3,748,000 gallons were pumped through the treatment plant and 13 gallons of fluoride were added. There was an issue with one of the sewer lines however; their new hot water pressure washer opened the line. Wastewater pumped 2,690,000 and there was 43/100 inch of precipitation.

- ✚ A motion to approve Staff Reports was made by Strand, seconded by Sharp. All in favor, motion carried.

Council Member Reports

EDA – There were lots in Red Willow Heights sold. Also, current updates of the downtown in-fill project

Public Safety – Frazee Community Club planners did not show up. A discussion of people speeding on 87 by the school.

Planning and Zoning – None

Personnel and Finance – Review of applicants

Parks and Trails - A discussion of creating seasonal camp spaces at Eagle Lake Park, possibly 10 spaces to generate revenue for support other parks. Discussion of infrastructure to support those sites.

Frazee – Vergas School District – Strand reported the district is looking for the City to partner for the Summer Rec program. Senior banners should be displayed before the Prom.

- ✚ A motion to approve Council Reports was made by Strand, seconded by Kemper. All in favor, motion carried.

Administrator Report - None

With no further business to discuss a motion to adjourn at 8:40 p.m. was made by Strand, seconded by Sharp.

Respectfully submitted,

Denise Anderson/Administrator