



FRAZEE CITY COUNCIL

Council MINUTES

August 16, 2021

Frazee Fire Hall

6:00 p.m.

Topic: Council Meeting

Zoom Info:

Topic: August Council

Time: Aug 16, 2021 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86860426520?pwd=STBkWiBlb0EvYTNSdmozUGdORGRPQT09>

Meeting ID: 868 6042 6520

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City of Frazee Council Meeting

1. Call the Meeting to Order - Roll Call
 - a. Called to order at 6:00 PM
 - b. In attendance:
 - i. Council: Ken Miosek, Mike Sharp, Nicole Strand, Mark Kemper, Mark Flemmer
 - ii. Public: Jordin Roberts, Nancy Kiehl, Kris Carlson, Tom Winters, Larry Stephenson, Tyler Trieglaff, Joleen Tappe, Gail Levenson (Widseth), Greg Bohl (Widseth), Shannon Charpentier (Charpentier Creative), Gary Sommerville, Diane Mistelske, Roger Boe, Barbie Porter
2. Pledge of Allegiance
3. Open Forum

- a. Open Discussion on rebranding the city. Branding for Frazee in the past has centered around “The World’s Largest Turkey.” We are proud of our legacy as the “Turkey Capital of the World” and our giant “Big Tom” statue that has attracted many visitors. However, many other new and exciting things are happening in our city that are calling for a new direction in our branding. We want to let the region know we are an attractive alternative to visit (or live) because of these additional benefits and attractions.
 - i. Shannon Charpentier addressed the Council with a background on her experience in the design business, the experience of her designers, and the meetings she has had with Jordin and Hank regarding the vision and scope of the project. Charpentier utilized the strategic plan and the brand primer to better understand the town and what the vision was.
 - ii. Roberts explained that to narrow down the choices from 9 designs to 3 there was a meeting held on Thursday that included members of the Lions Club, the Community Club, the Sportsmen’s Club, and the EDA.
 - iii. Charpentier presented the Council with the 3 final designs, as well as with some draft mockups to give an idea of how the designs can be used in various formats around town, including on city vehicles, shirts, and most importantly the billboard on Highway 10. She explained that these are just ideas for how the designs can be used and expanded but that nothing is finalized. The goal for tonight’s meeting was to choose a design so we can then proceed with getting into more detail and expanding upon it. She also touched on Tom the Turkey, clarifying that he is not going away but that he is going to take a less prominent role in the marketing. Tom will still be included on the signs on the highway, but downsized a little, however no designs and specs were finalized. She explained that when a Logo has legs it is easy to use across many different channels such as banners and vehicles.
 - iv. Roberts clarified that this logo goes far beyond just the sign on the highway, as it will be on letterheads, trucks, and other avenues to give the city a connected and uniform look.
 - v. Strand stated she was glad the mockup was done with the square design because that was the one that caught her eye right way.
 - vi. Flemmer stated he liked the block letters better than the script font for Minnesota. Roberts clarified that all that stuff can be worked on and changed, mentioning that Larry commented he would like to see “City of” of city workers clothing and such. Strand liked the script font.
 - vii. Sharp liked incorporating Big Tom where we can, and if you look at the current logo it is “spooky looking”.

- viii. Miosek stated he has spoken with several individuals and they would like to see the turkey keep being incorporated.
- ix. Flemmer liked how the turkey was still on the sign because a lot of people stop at the sign.
- x. Three guests were in attendance for the open forum discussion regarding the rebranding of the city, Gary Somerville, Roger Boe, and Diane Mistelske. These guests wanted to express their opinion regarding the sign on Highway 10. They were very adamant that the sign not be changed as the big turkey sign is eye catching and is what causes people to stop into town.
- xi. Rodger stated that our town is known nationwide as the town of the turkey and to get a town branded like that takes a long time. When you hear Bemidji you think about Paul Bunyon. “for us to have the worlds largest turkey and to talks about eliminating it blows my mind”
 - 1. Strand and Roberts and Charpentier clarified that we are not getting rid of him, he will still be here and still be an attraction, just not the center focus.
- xii. The discussion of the rebranding and changes to the sign lasted for nearly an hour. Roberts and Charpentier stated they would consider the feedback given at the meeting when moving forward with expanding the chosen design.

4. Consent Agenda

- a. July Meeting Minutes
- b. Public Hearing for HWY 87 Minutes
- c. Public Hearing for Quiet Zone Minutes
- d. Approval of Claims
- e. Review of City Cash Accounts
- f. Fireworks Donations - Resolution 0816-21D
- g. Recognition of Certificate of Appreciation from ADA, CDC, ASTDD

Motion to approve consent agenda made by Strand, second by Sharp. **All in favor, motion carried.**

5. New Business

- a. Rebranding Decision
 - i. Motion to proceed with design option expansion of the block logos with the block letters by Strand, second by Flemmer. **All in favor, motion carried.**
- b. MNDOT Limited Use Permit approval - Resolution 0816-21A
 - i. Motion by Flemmer, second by Strand. **All in favor, motion carried.**
- c. MNDOT Temporary Right to Construct - Resolution 0816-21B
 - i. Roberts explained this is the DOT effectively renting city property for the Hwy 87 project so they have more room to work and move equipment.

- ii. Motion by Strand, second by Flemmer. **All in favor, motion carried.**
 - d. Widseth – Town Lake Beach
 - i. Motion to accept updated fee proposal
 - 1. Flemmer asked Larry if there is any way to fix the existing building.
 - a. Larry stated that the building isn't really fixable as it is starting to cave and the foundation isn't stable. There is also the problem of bringing it up to ADA compliance, because as soon as you start construction on a project it then needs to become ADA compliant.
 - 2. Flemmer was concerned about the taxpayer funding of this project.
 - 3. Greg and Gail presented the new updated schematics and drawings, explaining that the changes made to downsize and simplify the facility saved roughly \$140,000 in cost estimate.
 - 4. Roberts explained that right now we are waiting to hear back from SHPO on the archeological study, once that happens we will hear back from the DNR on their stipulations and can then present them with the updated design.
 - 5. Larry stated “the town has to start going toward more attractive things.” Town Lake beach is going to become a key stopping point on the heartland trail and having a new attractive facility will encourage more people to use it. He mentioned the city could possibly reach out to the county or to the Heartland trail group to see if there is any funding they would be willing to assist with.
 - 6. Tyler commented “those bathrooms were gross when I was using them 35 years ago.”
 - 7. Motion to accept the updated fee proposal and continue to work with Widseth on the project by Strand, second by Sharp. **All in favor, motion carried.**
- e. Pregnancy and Infant Loss Remembrance Day - Resolution 0816-21C
 - i. Motion to accept Resolution 0816-21C by Strand, second by Flemmer. **All in favor, motion carried.**
- f. Code Red Warning (Flemmer)
 - i. Flemmer Would like to have a guest with the emergency management system in Becker County come to present to council at the next meeting, Craig Fontaine. The system can be used to alert residents in case of an emergency and we can customize it to the Frazee area. Council stated he would be welcome to come speak.
- g. City Wide Cleanup

- i. The city office has been receiving questions about city wide cleanup.
- ii. City wide cleanup got cancelled in the spring due to COVID. Larry stated the question is if the city wants to spend \$6,000-7,000 dollars to do it this year?
- iii. Kemper asked about Becker County Amnesty event and doing it in conjunction with that.
 - 1. Larry explained that isn't really beneficial and we still end up paying.
- iv. In the past we have charged for electronics, but the county may decide we have to pay for more items due to restrictions this year.
- v. Flemmer and Strand would prefer doing it in the spring.
- vi. Kemper suggested looking into expanding the list of what is allowable and the cost for the items, charge for more than just TVs and appliances, things like mattresses and other large items residents would have to pay to have removed.
- vii. Larry suggests charging 100% for the cost of getting rid of the items (such as electronics).
- viii. Strand and Flemmer suggest tabling until spring, this will allow Larry to look at fee schedules at the dump.
- ix. Kemper suggested tentative projected date of May 2022.

6. Old Business

a. Secretary position creation

- i. Roberts explained the need to have a part time position in the office to assist with secretarial duties such as answering the phone, taking utility payments, and doing cemetery and building permit duties. This would allow Roberts and Kiehl to be more efficient at their jobs. Roberts ran the numbers and the city is saving money by having Anderson be retired and Roberts as the new admin, and even with a new part time secretary there would still be savings. Roberts created the job description based on discussion with Kiehl and referencing a Fargo receptionist job listing with similar duties.
- ii. Motion to create and fund a part time, 20-24 hour a week secretary position made by Flemmer, second by Strand. **All in favor, motion carried.**

b. Downtown building update

- i. They have found more foundation pieces in the ground; this is increasing the costs.
- ii. We are hoping the county will work with us on attempting to recoup some of this cost.
- iii. Tom thinks litigation against the original contractor is an option.
- iv. Larry thinks we should view this as a lesson for future projects.

7. Staff Reports

- a. Jolene Tappe – Event Center
 - i. July 31 was deposited in August, if it would have been in July, July would have been a good month.
 - ii. Two September weddings cancelled due to Covid concerns.
- b. Liquor Store
 - i. Kemper would like to commend the staff because they are doing a good job making money every month. They deserve a pat on the back and a handshake.
 - ii. Flemmer thinks it would be beneficial to be open after 7 PM.
 - iii. Kemper mentioned that the problem is you can't find people to work those hours.
- c. Tyler Trieglaff – Police Department
 - i. Trieglaff reported the police department is back to full staff, Ryan has returned from guard training.
 - ii. Police Computers ARPA Funding
 1. He received quotes before choosing the best option but has ordered computers.
 - iii. Had a conversation with the Arvig rep about cameras in the new downtown building and the beach house.
 1. Roberts mentioned also discussing with the Arvig rep the possibility of doing key fob door lock updates. It is something for the council to consider as an extra security measure.
 - iv. 124 calls in in town for the month of July with 31 traffic stops.
- d. Tyler Trieglaff – Rescue Squad
 - i. Trieglaff reported rescue squad had 27 calls with 16 in town in the month of July.
 - ii. They finally got air conditioning in the rescue building.
- e. Joe Nelson – Fire Department
 - i. Not in attendance
- f. Larry Stephenson – Public Works
 - i. Water plant pumped 5,750,000 gallons of water.
 - ii. The DNR has been sending out drought warning phase information
 1. Larry spoke with the DNR about the difficulties of this with a new plant and they are understanding
 - iii. 89 pounds of fluoride was added to the water for the month, that is being ran at the minimal it can be.
 1. The water naturally has a reading of .03% of fluoride, we are bumping it up to .06%.
 - iv. 2,380,000 gallons went out to the plant for treatment in July.
 - v. We discharged 5,808,000 gallons for the month.
 - vi. Throughout the summer roughly 2.5 millions gallons evaporated out of 27 acres of ponds

- vii. 1.44 inches of precipitation for the month, stated it would be nice if that was the average per day as it is so dry.
- viii. The old wellhouse project quotes to tear down were upwards of \$30,000. The Public works employees have taken $\frac{3}{4}$ of the building down themselves, and contracted Ketter for a little work. All that is left is the old filter bin which is poured concrete and we will contract this out also. This will save the city a lot of money.
- ix. Roger asked “how do you test the level of the Aquaphor?” Larry responded that he reads the meter in the new wellhouse, it makes it very easy to keep an eye on the levels and he hasn’t noticed a decrease even with the drought.
- x. Larry states the new water plant is working good and the few bugs are being picked out.
- xi. Every month Larry sends samples to the lab and the latest chlorine reading Larry samples sent to the lab the highest was 1.38.

Motion to accept staff reports by Strand, second by Kemper. **All in favor, motion carried.**

8. Council Member Reports

- a. EDA
 - i. The last meeting was to discuss the extra dig money for the downtown infill.
- b. Public Safety
 - i. Did not meet
- c. Planning and Zoning
 - i. Did not meet
- d. Personnel and Finance
 - i. Sharp inquired if we have received a quote for the Event Center roof
 - ii. Miosek suggested getting another quote from Bristlins
 - iii. Larry and Kemper discussed the current design and original construction of the building roof and materials.
 - iv. Sharp asked Carlson when the bonding has to be in place for the HWY 87 project.
 - 1. Carlson stated it should be done by the December/January time frame. Kris is working with the PFA and getting things arranged.
 - 2. Larry asked what specifically is being done on the city dollar. Carlson stated the city dollar is covering the cost of the utility and the share for the trail and that is it.
- e. Parks and Trails
 - i. Had a meeting with the citizen liaison, who is going to make some work for Larry with a list of improvements.
 - ii. Kemper thinks using the Demo Derby location would be a good idea for the skating rink.

- iii. Flemmer agreed he liked the idea of doing it in that location as a daytime skating rink.
- iv. Strand likes the idea of the skating rink being in the downtown area.
- v. Flemmer mentioned having two skate rinks; one downtown and one by the school.
- vi. Sharp brought up the potential location on the corner downtown once the Seip building comes down
- f. Frazee – Vergas School District
 - i. Trieglaff mentioned the issue with North River drive off of TH 87, and getting to the ball fields will be difficult with the construction.
 - ii. Asked for Kris to look into building that as a road with a proposed construction of spring.
 - iii. A portion of the road is built, the main application would be for the approach. Kris is going to fill out the approach application with the county.
 - iv. The school owns the property to the two fence lines, and it abuts to city property.
 - v. The county has to allow the approach, Kris said it is a one page sheet that is not time consuming to fill out and he will work on getting the ball rolling for this.
- g. LARL
 - i. Nothing to report

Motion to accept the council member reports by Strand, second by Sharp. **All in favor, motion carried.**

- 9. Flemmer asked if we could move the council and staff reports up to the beginning of the agenda so staff members don't have to stay as late.
 - a. Council members consented that they do not mind what order things are done in. Roberts will look into it for next month possibly to try it out.

10. Administrator Report

- a. Changing Locks
 - i. Nicole asked Jordin to look into what the cost of changing the locks would be.
- b. Flemmer asked if we have heard anything on the Hostile Hornet
 - i. Tom thinks it will have to be taken to legal action.
- c. Flemmer inquired about the building inspections.
 - i. Tom is working on drafting a letter because certain property owners are refusing entry due to Covid reasons.
 - 1. Miosek asked Tom if he has heard of anyone running into this problem in other areas. Tom has not.
 - ii. Kemper stated that if Ben wears a mask into the premises it shouldn't be a problem. If it is COVID concerns, be CDC compliant with mask wearing.

- iii. Kemper stated it is no different than going to the grocery store and wearing a mask. Flemmer has has service members to his house and they wear a mask
- iv. There is the suspicion that it is an excuse for non-compliant buildings.
- v. Sharp states the case law is on the city's side
- vi. Strand suggests having ben reconnect with landlords and state he will wear a mask and the resident can wear a mask, and if they want to leave that is also fine. If they still refuse then we can proceed with legal process. This will show that we tried to make concessions
- vii. Tom states it can then be treated as a refusal. He believes it is because they do not want the building to be inspected due to non-compliance.
- viii. The way the agreement is being drafted is the tenant would have to sign off they don't want an inspection due to COVID.
- ix. Miosek wanted to clarify where legal action would be taken , against the tenant or the landlord.
 - 1. Sharp stated it would be the landlord as they are the property owner.
 - 2. Roger mentioned it is usually standard on leases that the landlord can enter the premises so long as the tenant is given notice.
- x. It was agreed that Ben can reconnect with the landlord and tenants stating that he will be CDC compliant and wear a mask, and we will proceed from there if they still refuse access.

11. Motion to accept admin report by Strand, second by Flemmer. **All in favor, motion carried.**

12. Adjournment

- a. Motion to adjourn made by Strand, Second by Flemmer. **All in favor, motion carried.**

Adjourned: 8:32 PM