



FRAZEE CITY COUNCIL

MINUTES

September 20, 2021

Frazee Fire Hall

6:00 p.m.

Topic: Council Meeting

Zoom Info:

Join Zoom Meeting

<https://us02web.zoom.us/j/85106131013>

Meeting ID: 851 0613 1013

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City of Frazee Council Meeting

1. Call the Meeting to Order at 6:00 p.m. - Roll Call
 - a. Council members:
 - i. Ken Miosek
 - ii. Mark Flemmer
 - iii. Mark Kemper
 - iv. Nicole Strand
 - v. Mike Sharp
 - b. Guests:
 - i. Jordin Roberts
 - ii. Larry Stephenson
 - iii. Ryan Seeger
 - iv. Samantha VanWechel-Meyer (WCI)
 - v. Tom Winters
 - vi. Nancy Kiehl
 - vii. Robert Ostermann
 - viii. Online: Kris Carlson, Shannon Charpentier
2. Pledge of Allegiance

3. Open Forum

a. UCB Trick-or-Treat

- i. Roberts explained Ashely Renollet with UCB reached out regarding their Trick-or-Treat event in October. They are looking for the council's blessing to go forward with plans, Renollet and Roberts discussed the parade route with Tyler Trieglaff and he did not see and issue with it. This even will be after the October Council Meeting so if any issues or questions come up before then they can be addressed.
- ii. Flemmer asked where the parade route would line up, Roberts guessed it would be the same route as the Turkey Days event, in front of the elementary school.
- iii. Strand stated they have done this event before and didn't see an issue.

4. Consent Agenda

- a. August Meeting Minutes
- b. September Special Meeting Minutes
- c. Approval of Claims
- d. Review of City Cash Accounts

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

5. Staff Reports

a. Jolene Tappe – Event Center

- i. Jolene was not in attendance however she did send an email update. She stated September has been slow, there was a blood drive, teacher breakfast, and AA meetings. In October there is the community club dinner and a few small receptions.

b. Liquor Store

- i. Not in attendance

c. Tyler Trieglaff – Police Department

- i. Tyler sent Ryan to fill in as he is out sick.
- ii. Ryan reported a total of 103 calls, 83 regular calls for services, 20 traffic stops.
- iii. Two officers will attend a drug intervention training in November. This training is in Forrest Lake and it will teach officers how to do traffic stops legally and gain access to searching vehicles.
- iv. Had a meeting with LeeAnn Felix, we will be involved in the positive community norms coalition. This looks at giving kids things to do in the community to keep them out of trouble. This will be a three day training.
- v. There is interest in creating a Police Facebook page to help communicate with people.
- vi. Ryan stated the cameras that are in place are used all the time and it is impressive how often they get used.
- vii. Flemmer had a question regarding body camera policy, he believes it is a requirement of the state to have this posted somewhere and it is not on the city website, so this could be something to add to Facebook.

1. Ryan intends to reach out to Detroit Lakes and Becker County to see what their policies are for Facebook usage.
- viii. Ryan has reached out to Verizon and AT&T regarding officer cellphones
1. The concern is if the officers use their personal phones for work related activities their phone can be subpoenaed.
 2. This will help separate work and personal life.
 3. He is waiting on quotes for costs.
- d. Tyler Trieglaff – Rescue Squad
- i. Not in attendance
- e. Joe Nelson – Fire Department
- i. Roberts read Nelsons email as he was not in attendance but provided an update.
 1. Year to date calls for Frazee Fire are currently at 56. Slightly above average from previous years, few more fires during the summer drought conditions.
 2. Frazee Fire is currently seeking new volunteers to join the department. We are looking for up to 3 new faces to join (Tell Your Friends).
 3. Upcoming events - We are starting to prepare for Fire Prevention in October. We didn't do one last year due to Covid, we are excited to be able to do this again. 10/5/21 Fire Hall let me know if anyone is interested in helping out or just wants to be involved.
 4. Equipment Update - We have been having some major issues with our grass rig diesel pickup. Last 2 calls it came back on a tow truck with issues or not wanting to run. We are working on locating a new to us one for the winter months as a project to be completed before spring . Funding for this purchase would have to be done with our restricted savings account.
 5. One of our tanker trucks ended up with a hole in the water tank, small enough to leak to use it if needed. This issue will have to be fixed. I have been in contact with the tank manufacturer, and they did inform me that the leak will be fixed under warranty, however the tank will have to be removed from the truck in order to do so. I'm working out the details currently with the manufacturer of who will be paying for the removal of the tank along with the reinstallation. Currently waiting on quotes from Swanson's Repair in Detroit Lakes, once received we should have some more set in stone answers.
 6. Older Equipment- We still have 2 out of commission trucks laying around, one is currently next to Larry's shop along with another at Swanson's in Detroit Lakes. Ryan Swanson stated he would like it removed before winter as he doesn't want to plow around it again this year. He has been generous to not charge

storage, however we have overstayed our welcome. I'm asking the council what they would like me to do with trucks. I have received an offer from a party in Perham who would like them. The offer was \$500 and he would haul away.

7. Last month we had a meeting with City Administrator Jordin Roberts and discussed the future budget along with our current Capital Improvement Plan . In this meeting we informed her we would like to sell some of our older working apparatus while there is still some value to be had. We are for sure thinking about our current Engine 2 and possibly another one depending on circumstances. Funds generated from these sales would be used to purchase new grass pickup or a newer style utility rig we could use for multiple different purposes. As we currently don't have much room on the apparatus floor because of too many trucks. We did some research and if we did move forward with some of these trucks being sold, our current ISO rating would not be affected . Jordin was going to do some checking with the League of Minnesota Cities to make sure we didn't need a set number of trucks.
 - ii. Larry suggests checking with junk yards to see if they could get a better price than \$500. They have good tires and good heavy metal
- f. Larry Stephenson – Public Works
 - i. Month of August water plant pumped 5,043,00 gallons of water that was treated and distributed
 - ii. 89.5 pounds of fluoride added for the month
 - iii. Over the last few weeks have spent time removing the old water plant. That is completely gone, backfilled, and seeded. He is looking at removing a water hydrant that is old and not needed.
 - iv. Frazee electric was over and got a conduit put in for well 6 to run on the new power. Engineer wire spec was odd on this and Frazee electric questioned why they wanted that service size.
 - v. We got credited back the cost of the conduit, but the wire alone is about \$6,000 to go to the building. Larry is questioning a few things such as why they were told not to continue to the disconnect pole. Wants to speak with the engineers.
 - vi. Wastewater plant pumped 2,420,000 gallons out to the plant for treatment. 2,635,000 gallons of water discharged into the RI basins for the month. Total for the year was 23000000 gallons discharged.
 - vii. 2.91 inches of precipitation for the month.
 - viii. They are beginning the winterizing process. Pulling docks out. Will wait on the campground because there are still construction workers camping there.
 - ix. Miosek asked if there was any more information on the water issue
 1. Larry stated they have to continue to do more sampling for the department of health.

2. The water is starting to clear up a little, can't smell or taste it as much.
3. Larry stated we may have to start adding some type of polymer for the older homes that have copper plumbing. Suggests running water for a couple of minutes to clear up the water if houses that have copper plumbing are having issues.

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

6. New Business

a. West Central Initiative Visit – Samantha

- i. Samantha presented some handouts of resources to the council members.
- ii. Expressed her thanks for hosting her, her last visit was in 2019.
- iii. Is here to share an update on what WCI has been doing in Frazee. Going back to Jan 1, 2020, \$28,000 in grants have come to the community since then. Most of them childcare focused, but two were business relief grants. There are more resources available, such as the pandemic revolving loan fund. They are working on the Mainstreet covid relief grant, and the ARPA funds and helping communities to manage those funds. Broadband is another big topic that is being discussed. Going forward WCI is working toward their comprehensive economic development strategy.
- iv. She was curious to hear what our community was working on as they have a lot of resources they can provide and would be happy to partner with us on projects.
 1. Flemmer mentioned we have a couple of projects such as the Downtown infill going in. We are working on the Town Lake Beach project which will offer kayak rentals and outdoor recreation. A letter has been submitted to the Fed Railroad Administration to make Frazee a quiet zone and we are waiting to hear back.
 2. Flemmer mentioned another big project we would like to work on would be affordable apartments.
 - a. WCI is the regional development organization designated by the Federal Government and has planning services. The planners have been busy working on plans through the region and doing pilot programs on shared housing.
 - b. The Live Wide Open program is actively trying to get people to move to the region.
 3. Flemmer sates where is rumors of an exercise area and a possible laundry matt coming to town.
 4. Samantha stated the Frazee Action Fund is a resource for people to utilize. This is a service for fundraising assistance, tax exempt status for donors,

5. In 2019 the city donated \$500 to their annual fund and Samantha thanks the city for that. She also asks that the city consider supporting them in the future.
6. Sharp asked if WCI provides a clearing house for grant programs to see if there is anything out there we can look at to see if there are any applicable to us
 - a. Samantha says yes they can help with grants! There are several resources for grants, they have a national grant database they offer access to.
7. Flemmer asked if we could visit the WCI office.
 - a. Samantha asks to schedule ahead and coordinate it.
- b. Resolution Adopting Assessments – Resolution 0920-21A
 - i. Motion to accept resolution 0920-21A by Sharp, second by Strand. **All in favor, motion carried.**
- c. Resolution Accepting Event Center Donation– Resolution 0920-21C
 - i. Motion accepting 0920-21C by Strand, second by Flemmer. **All in favor, motion carried.**
- d. MNDOT Temporary Right to Construct - Resolution 0920-21B
 - i. Motion to accept 0920-21B by Kemper, second by Strand. **All in favor motion carried.**
 - ii. HWY 87 Budget Update

7. Old Business

- a. Chenaurd Property Update
 - i. Tom stated the county took possession of the property via tax forfeiture. It will go up for auction but that will take about a year to happen. The question is if we want to proceed forward with the hazardous building process or wait for the auction. We would have to start over with the notices and public hearings as it is a different homeowner. Tom was looking for the council OK before he started over on it. Tom tried to ask the county to hold a special auction, but they were not receptive to the idea.
 - ii. Strand asked that would happen if we resend the notices. Tom explained it just restarts the hazardous building process. Because the county is the owner now they either have to clean it up or repair it, this might push them to sell the property as well.
 - iii. Flemmer stated the pressure needs to stay on the county to possibly push them into action.
 - iv. The council gave Tome the go ahead to keep pushing forward with the hazardous building procedure.
- b. Rebranding Decision
 - i. Strand likes the blue but believes that to incorporate the rebranding with everything else in the city we need to go with green. She also likes the option with the words under the logo.
 - ii. After much discussion on details such as “Exit HWY 87,” the use of living versus shops, the time and distance people have to read the sign,

the audience the sign is geared toward, and the color of blue versus green. All individuals still in attendance joined in on this discussion and at the end the consensus was to proceed with the sign in blue as it stands out more than the green, change the house and living to a storefront and shops, and state “Exit HWY 87” for directions to the turkey, and not have words under the logos, the billboard will read “Experience Frazee | World’s Largest Turkey – Exit Hwy 87”.

- iii. The council would like to recommend to the EDA to go with JH signs for construction of the sign as the material they state will be used was preferred by Larry and Kemper, and they came in as the lower estimate.
 - iv. Roberts inquired if the cost for the design firm would be split 50/50 between the council and the EDA as the first bill has come in. The rebranding is a joint project of the two entities and the council stated it would be best to split it.
- c. Downtown Building Update
- i. In the packet there was an expense update for the extra dirt work that had to be done. Miosek stated it is easy to see that progress is being made, Larry stated he estimates in three weeks we will really be able to see work being done.

8. Council Member Reports

- a. EDA
 - i. Miosek reported the EDA talked about the downtown building, the beach, the archeological site.
 - ii. Sharp asked what the latest update on Town Lake is. Roberts reported we are waiting to hear back from Amanda with SHPO. She has to bring her recommendation for a full archeological study to the SHPO board and they will come back with a suggestion on how to proceed.
- b. Public Safety
 - i. Didn’t meet. Requesting the DOT to add the flashing speed signs coming into town. Roberts sent this suggestion to Tom Pace and Kris Carlson so it is on their radar.
 - ii. Ken suggested adding one of these to East Main also as he has noticed a lot of speeding out there also.
- c. Planning and Zoning
 - i. Becker County representative Guy Fischer came to the meeting.
 - ii. There was a meeting however there was not a quorum, discussed the EDA proposal for the back side of the industrial park. Guy Fischer gave an overview of the parcel; the county is willing to give the property to the city but they would like to see a plan for how the area would be used first. The county was thinking of seeing it used for single family affordable homes. Right now the area is zoned R-1 for single family homes.

- iii. Larry suggests having Kris come do a walkthrough to see if we can extend water and sewer that way without adding a lift station, he thinks a lot of dirt work will have to be done.
- iv. Kemper expressed concern about keeping part of the parcel next to the industrial park set aside for industrial expansion.
 - v. Larry stated we would have to look at the cost of putting utilities in the area as if it gets too expensive it might not be worth it.
 - vi. Kris is coming to a meeting on the 29th of this month for a meeting with Roberts and Larry will have him take a look at the area while he is here.
- d. Personnel and Finance
 - i. Did not meet
- e. Parks and Trails
 - i. Unofficial get together with Larry and Donnie to look at sites for the skating rink. Larry suggested the area next to the moose pond, otherwise there is the site previously used by the elementary school. Flemmer liked the use of the electricity and lights that were used on main street, Larry thought this would be doable in the moose pond area.
 - 1. The flowerbeds that are there currently would have to be removed
 - 2. The moose pond is out of the wind a little and there is a fence to deter kids from going near the railroad tracks.
 - ii. Miosek suggested doing the skating rink up by Lions Park, the consensus was that is too far away from downtown.
 - iii. They also looked at Eagle lake park and the possibility of adding a couple of camp sites. There is the room for 4-6 spots and a gravity feed to a septic system, eliminating the need for a lift station so the possibility exists to look at doing that.
 - 1. The goal would be to generate enough revenue to maintain the park.
 - iv. Strand asked if they would be seasonal or weekend campers. Larry suggests seasonal to make the paperwork easier in the office. Miosek stated having a seasonal camper might would mean there are people there to keep an eye on things. Flemmer stated they were ballparking charging \$2,500 for a season, this would take about 2 years to pay off the improvements.
 - v. Sharp stated if we add 5 or more sites we have to work with the department of health because they have oversight of areas over 5 campsites.
 - vi. Roberts brought up the concern regarding taxes on the sale of the camping spot. Miosek stated we need to check with the county on the lodging tax, there is a MN lodging tax, this would have to be incorporated with fee.
 - vii. Miosek also suggested upgrading to a credit card system to help with payment option and accessibility.

- viii. Ryan inquired about the dock system and adding slips. Flemmer stated that we would have to see the demand, the vision is that they could go lake to lake in the area and not be on just Eagle Lake.
- f. Frazee – Vergas School District
 - i. No update to report
- g. LARL
- h. Railroad quiet zone
 - i. Public authority application submitted to the Federal Railroad Administration
 - 1. This process will take 9 months to a year for them to approve the safety measures suggested. We are in the hurry up and wait stage.

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

9. Administrator Report

- a. Roberts and Kiehl held interviews on Thursday for the Secretary position, they had several good candidates. It was a difficult decision between two candidates but they decided to go with a lady who had prior experience in Apple Valley and Eagan. They will call her on Tuesday and offer the position.
- b. Roberts would like to start a new city Facebook page.
 - i. Strand would like her to start an Instagram account also.
- c. Motion to accept administrator report by Strand, second by Kemper. **All in favor, motion carried.**

10. Adjournment

- a. Motion by Strand to adjourn, second by Flemmer. **All in favor, motion carried.**
- b. Adjournment: 7:50 PM