



CITY COUNCIL MEETING MINUTES

6:00 p.m.
November 15th, 2021
Frazee Fire Hall

ZOOM Information:
Meeting ID: 813 1143 0577
Passcode: 683957
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City of Frazee Council Meeting

1. Call the Meeting to Order - Roll Call – 6:01 p.m.
 - a. Councilmembers:
 - i. Mark Kemper
 - ii. Mark Flemmer
 - iii. Ken Miosek
 - iv. Mike Sharp
 - v. Nicole Strand
 - b. Staff:
 - i. Kris Carlson
 - ii. Tom Winters
 - iii. Jordin Roberts
 - iv. Larry Stephenson
 - v. Tyler Treiglaff
 - vi. Ryan Seeger
 - vii. Nate Matejka
 - viii. Joleen Tappe
 - c. Guests:
 - i. Tricia Bellefeuille
 - ii. Clio Jepson
 - iii. Cindy & Brody Wischnak
 - iv. Amber Peluso & Kids
 - v. Don Trieglaff
 - vi. Diane Trieglaff

- d. ZOOM:
 - i. Nancy Kiehl
 - ii. Denise Anderson
2. Pledge of Allegiance
3. Open Forum
 - a. Tricia Bellefeuille here to represent the Orlin Hanson Property in city limits. She is inquiring about the grandfather clause for the property regarding having horses on the premises. She has the property listed and people are asking if they would be able to also have horses.
 - i. Larry asked if Tricia was aware of the utilities throughout the property and connecting Cherry avenue. Tricia asked if it is in the cities plans to develop and complete the area, if we plan to enforce eminent domain. It is not the cities plan to put a road through there or develop at this time.
 - ii. Tricia is here to give her buyers more answers about the variance and the steps required in the process.
 - iii. Miosek asked how many horses people are looking at having, in the past Hanson only had a couple. Miosek thinks having the horses would not be a problem as he lives near there and it hasn't been an issue in the past only having 3-4 horses.
 - iv. Sharp concurred with Miosek, a couple of horses is not an issue so long as someone doesn't try to come in and have a dozen animals or a feed lot in city limits. If the future owner were to use the property how Hanson's did it would not be an issue.
 - v. Sharp stated that the application for a variance would go before the planning commission. The planning commission would act as the board of adjustments and grant the variance.
 - vi. Flemmer asked if part of the variance we are able to put conditions on the number of horses, Sharp confirmed.
 - vii. Kemper recommends speaking with Tom Winters to see if there are any laws or ordinances preventing the sale.
 - b. Cindy Wishnack was present as a concerned parent in regards to a dangerous dog in the community. Brody was in attendance to describe an incident where he was attacked by the dog. He shielded his leg with his computer, ran into the baseball field and closed the gate to keep it away from him. The dog has attacked two other people and they are here also (three children) these events occurred right next to the school. Dominique and Amber received a bite on the leg and a bite on the arm. These incidents occurred this spring and this fall. 202 Elm Ave. is the address where the dog resides.
 - i. Sharp states there are state statutes the council can use in regards for a dangerous dog
 - ii. Seeger looked up the statues for "potentially dangerous" dog and read it to the council. Including special waivers on home owners insurance, sterilization, muzzling. There have been dog at large incidents for this animal and several tickets issued.
 - iii. Tom recommends adopting an ordinance regarding dangerous dogs. The council is the animal control authority in Frazee.

- iv. Motion by Strand to deem the animal potentially dangerous, second by Sharp. **All in favor, motion carried.**
- v. Ken asked Tyler to get a copy of the ordinance in Detroit Lakes, so the council can take a look and adopt an ordinance.
- vi. Jordin and Ryan will check to see if it is licensed with the city.

4. Consent Agenda

- a. October Meeting Minutes
- b. October Special Meeting Minutes
- c. Approval of Claims
- d. Review of City Cash Accounts
- e. Polling Place Location
 - i. Resolution 1115-21A
- f. Motion by Flemmer to approve the consent agenda, second by Sharp. **All in favor, motion carried.**

5. Staff Reports

- a. Jolene Tappe – Event Center
 - i. Not much to report. Made money even though it was a slow month. There are AA meetings every Wednesday night.
- b. Liquor Store
 - i. Not in attendance.
- c. Tyler Trieglaff – Police Department
 - i. 111 calls for service, 36 traffic related.
 - ii. Full Time Officer Opening has been posted, it will close on Nov. 24th.
 - iii. Ryan and Tyler are working 12 hour shifts from 12-12. The county is helping out and it is going well.
 - iv. The computers should be here soon, they are on back order.
 - v. Seeger mentioned they would like to put on a demonstration and training at the school regarding dangerous activities on snap chat before Christmas. He has been involved with the positive community norms group also.
 - vi. Still have old squad car in garage.
 - 1. Flemmer thought when the new squad car was authorized to be purchased it was included that the sale of the old one would happen to off-set the cost.
 - 2. Trieglaff states that it isn't worth much right now as it has problems. Public works is using it to go read meters.
- d. Tyler Trieglaff – Rescue Squad
 - i. 24 calls, 9 in town.
- e. Joe Nelson – Fire Department
 - i. Nate Matejka was in attendance to represent the fire department.
 - ii. 63 calls so far this year. View count for the year (through December 1-Nov 30) has 67 total.
 - iii. Old Engine 3 and Tanker 9 are the trucks that quit. They have received two bids and the council needs to approve the sale. The bids are \$1,000 for both trucks from a company in Winger, and a private party in Perham for \$750.00. Joe thinks the private party might be able to

match the \$1,000, he wants to fix them and get them running. Both are willing to haul.

1. Motion by Flemmer to allow the fire department to sell to the bidder they deem appropriate. Second by Kemper. **All in favor, motion carried.**
 - iv. A garage door broke yesterday it is going to be over \$1200 from Frazee Electric to be fixed.
 - v. New Tanker 9 was brought to Fergus falls to be fixed today for a leaky tank.
 - vi. New leadership gets elected next month in December. Joe will not be running so there will be a new chief elected.
- f. Larry Stephenson – Public Works
- i. Water plant produced 4,655,000 gallons of water.
 - ii. Added 91 lbs of fluoride to the water.
 - iii. Waiting for cold weather to produce some ice.
 - iv. Wastewater plant saw 2,520,000 gallons pumped.
 - v. 3 ¾ inches of rain for the month of October.
 - vi. Winter Parking Hours
 1. There are a few areas that have signs. If people know snow is coming they are asked to move their cars.
 2. Tyler states Larry would need to declare a snow emergency to force people to clear the streets. Tyler stated the current policy is to wait and see if it has been moved within 24-48 hours and then they start writing tickets. If a car starts to get buried they then begin towing.
 3. It was discussed posting something in the paper asking people to be conscientious of snow and plows.
- g. Tom Winters – Attorney
- i. Mercil
 1. Getting no response. Will look into conciliation court for a city.
 - ii. Boit
 1. County isn't excited about joining. We will send a demand letter stating the expenses incurred and civil wrongdoing.
 - iii. Chenard
 1. County isn't willing to move so he will draft the papers to proceed with hazardous building.
- h. Kris Carlson – Engineer
- i. Red Willow Addition
 1. The manhole is 17 feet deep at the end of Tamarac. We have the ability to go west. It is developable for slab on grade or apartments, it would just take a little pre-planning.
 - ii. East Main
 1. Engineering report is in final review, application is being worked on to send in.
 - iii. N. River Drive
 1. School wants to extent to Co Road 29. It is being surveyed to see who owns what. We can look at doing water main looping.

2. It may be in the city's best interest to annex that property. It might be worth looking at with the potential for a park and or residential going in that area.
 - i. Motion to approve staff reports by Sharp, second by Kemper. **All in favor, motion carried.**
6. New Business
- a. DOT Cooperative Construction Agreement
 - i. Resolution for MnDOT Agreement No. 1047246
 - ii. Motion to approve Resolution 1115-21C MNDOT draft agreement by Kemper, second by Flemmer. **All in favor, motion carried.**
 - iii. Kris and Tyler are going to follow up with Tom Pace regarding cameras in the right away.
 - b. Wellhouse Rice Lake Final Pay Application #14
 - i. Resolution 1115-21B
 - ii. Motion to approve Resolution 1115-21B by Sharp, second by Flemmer. **All in favor, motion carried.**
 - c. Bristlin Construction Change Order #4
 - i. Motion by Flemmer to accept the change order as a city expense, second by Sharp. **All in favor, motion carried.**
 - d. Credit Card Policy
 - i. Motion by Sharp to accept credit card policy, with requirement of acknowledgement of January 1st. With the amendment of eliminating clause 2.0A.b. department heads restrictions. Second by Kemper. **All in favor, motion carried.**
7. Old Business
- a. Town Lake Beach
 - i. Phase II Archaeological Study per State Archologist recommendation
 1. Ask Widseth if they did soil borings to see if the area can support the building.
 2. We will have Widseth get estimates on how much the study will be. If we want the DNR Grant we have to complete the study.
 - ii. Setback requirements and Impervious Coverage will require a variance from planning and zoning.
 - b. Eagle Lake Campground
 - i. The county will be reviewing the variance application at Thursdays meeting. Flemmer has agreed to present the application to the board. We have 245 feet of lake shore and 300 ft is needed. Rick with Burlington Township has no issues with having the campground.
 - c. Building Remodel Discussion
 - i. Strand believes the most efficient plan is to move Nancy into the Fire office and not disrupt the police force. The fire department would have to move into the dispatch room.
 - ii. Flemmer mentioned that Ben the building inspector suggested adding an addition onto Jordin's office. This option would not disrupt the fire or police departments.

- iii. Sharp is not a fan of the idea of converting the garage to an office space to then have to add on a garage in the future.
- iv. Matejka is not keen on the idea of moving the fire chiefs office, they would be downsizing to the other office and their current office is not big enough. He suggested getting someone in here to draw up three different plans and see what would be the best option then.
- v. Flemmer makes a motion to use the covid money to add an addition on to Jordin’s office for the admin. Second by Strand. Sharp would like to see the cost before proceeding forward. **In Favor: Miosek, Strand, Sharp, Flemmer. Opposed: Kemper. Motion Carried.**

8. Council Member Reports

- a. EDA
 - i. Downtown building
 - ii. Bringing in a women’s group to the event center. The EDA is wondering about waiving the event center fee or the EDA will fund a portion of it.
- b. Public Safety
 - i. Didn’t meet.
 - ii. Tyler had a complaint about a traffic spot by the school and old church. It is a county road and Tyler emailed the county requesting a “cross traffic doesn’t stop” sign.
 - iii. Got a request for a stop sign at walnut and 4th near the dollar general. Traffic increased in the area and some stop signs might be a good idea.
 - iv. Tyler would like to add a camera by the skating rink. He will speak with Arvig about getting a couple more up this year.
- c. Planning and Zoning
 - i. Did not meet
- d. Personnel and Finance
 - i. Did not meet
- e. Parks and Trails
 - i. Did not meet
- f. Frazee – Vergas School District
 - i. Working on the parcels and identifying property lines between the school and city.
 - ii. Wannigan park committee is looking at helping with the road for potential to pave.
 - 1. Flemmer mentioned the FCDC may be coming to the EDA or the city for assistance with the property appraisal.
- g. LARL
- h. Motion by Sharp to approve the council reports, second by Flemmer. **All in Favor, motion carried.**

9. Administrator Report

- a. Holiday Hours
 - i. Jordin asked what council would like the office to do in the instance that a holiday falls on a Saturday when we have a 4 day week. They did not indicate a preference and said it is Jordin’s call.
- b. HVAC

- i. Got estimates back from Hanson's, Lakes Country, and Aquarius. Hanson's and Lakes Country were very close to each other, however Lakes country only offered a smaller size of furnace than what we currently have. After discussion with Larry, Jordin accepted the bid from Hanson's as it was only a couple hundred dollars more yet would result in a larger furnace size. The furnaces are ordered and on their way.
- c. Motion by Kemper to accept the administrator report, second by Flemmer. **All in favor, motion carried.**

10. Adjournment

- a. Motion to adjourn by Sharp, second by Flemmer. **All in favor, motion carried.** Adjournment at 8:18 p.m.