



CITY COUNCIL MEETING Minutes

6:00 p.m.
December 20th, 2021
Frazee Fire Hall

ZOOM Information:

Join Zoom Meeting

<https://us02web.zoom.us/j/82571250114?pwd=cXZ2aVlzMnRjdjV1QzFWUmFRReUjZz09>

Meeting ID: 825 7125 0114

Passcode: 915183

Find your local number: <https://us02web.zoom.us/u/keqyZPFK7o>

Public Hearing

The Public Hearing was called to order at 6:02 PM on Proposed Ordinance No. 159, which would adopt Title 5, Chapter 7 of the Frazee City Code pertaining to the regulation of potentially dangerous and dangerous dogs. Council Member Sharp explained the reason for this ordinance was brought to councils' attention at the last meeting, as there is a dog in town that has had various incidents. The Ordinance was reviewed by Council Members, the City Attorney, the Chief of Police and the City Administrator. No one was in attendance for the public hearing, adjourned at 6:04.

City of Frazee Council Meeting

1. Call the Meeting to Order - Roll Call – 6:04
 - a. Council members:
 - i. Mark Flemmer
 - ii. Mike Sharp
 - iii. Nicole Strand
 - iv. Ken Miosek
 - v. Mark Kemper
 - b. Staff:
 - i. Jordin Roberts
 - ii. Nancy Kiehl
 - iii. Larry Stephenson
 - iv. Tyler Trieglaff
 - v. Ryan Seeger
 - c. Guests:

- i. Barbie Porter
- ii. Tom Winters (Zoom)
- iii. Kris Carlson (Zoom)
- iv. Dan Holzgrove
- v. David Weisgerber
- vi. Erik Anderson
- vii. John Stibbe
- viii. Amber Bauer
- ix. Krista Krogen

2. Pledge of Allegiance

3. Open Forum

- a. None in attendance for the open forum.

4. Levy and Budget Presentation

- a. City Administrator Jordin Roberts presented and reviewed the budget for the 2022 year. The proposed balanced budget is \$1,300,361.00. Of that the Tax Levy is set at \$392,208.00 an increase of \$20,288.00 from the prior year, LGA Government funding will be \$538,685.00 and the remaining funds are to be generated via the various services the city performs. The PowerPoint presented will be included in the minutes record.
- b. A guest was in attendance questioning why his taxes went up so much based on the preliminary numbers the county sent out. It was explained that those numbers should go down as the cities final levy was significantly lower than the preliminary levy, and that the county sets the value of properties and that value increasing also increases taxes.

5. Consent Agenda

- a. Meeting Minutes
- b. Approval of Claims
- c. Review of City Cash Accounts
- d. Resolution 1220-21A Police Department Donation
- e. Motion to approve the consent agenda by Sharp, second by Strand. **All in favor, motion carried.**

6. Staff Reports

- a. Jolene Tappe – Event Center
 - i. Not in attendance
- b. Liquor Store
 - i. Roberts explained that we got an estimate back from Otis to shut down the elevator to state standards for \$5,250. That is planned for 2022 Liquor Store building maintenance.
 1. Miosek asked if we have to go through this company, Roberts explained that it needs to be done professionally and signed off on by state officials. Otis is the elevator service company we generally use.
- c. Tyler Trieglaff – Police Department
 - i. November saw 83 calls, with 6 traffic stops.

- ii. Waiting on a camera quote from Arvig for 6-8 more locations including the skating rink.
- iii. Interviews for a full-time officer last week. One stood out Scott Luhman received a conditional offer pending additional background checks. He has a lot of experience. We will look for full time approval at the January Council Meeting.
- iv. Flemmer inquired about taking the squad car home, Tyler said he is outside the limit for that benefit, he would have to move closer in order to take the squad car home.
- v. They are doing a small remodel in the police office, getting new flooring and cabinets.
- d. Tyler Trieglaff – Rescue Squad
 - i. November saw 33 Calls, 19 in town.
 - ii. Tomorrow is adopt a class treat bags with the first graders.
- e. Joe Nelson – Fire Department
 - i. Nate Matejka
 - 1. Calls year to date 67, 1,367 hours for the year.
 - 2. New chief is Nate, Assistant Chief is Adam Walker, Deputy Chief Jason Kropuenske
 - 3. Joe’s last day will be Dec 31.
 - 4. Joe would like to thank everyone for the last three years as chief; the department has seen a lot of forward progress.
- f. Larry Stephenson – Public Works
 - i. Water treatment plant used 4,249,000 gallons of water.
 - ii. Cold snap in November, one trailer court had 3 substantial leaks in trailers that were empty.
 - iii. 76lbs of fluoride and 724lbs of chlorine added to the water in November.
 - iv. Waste treatment plant saw 2.45 million gallons pumped.
 - v. Precipitation for the month 81/100 of an inch.
 - vi. Snow removal has begun, we have gotten a lot of light dustings so far.
 - vii. Skating rink is being used frequently, the people seem to be enjoying it.
- g. Tom Winters – Attorney
 - i. Nothing to report
- h. Kris Carlson – Engineer Ulteig
 - i. Nothing to report
- i. Motion by Strand to accept staff member reports, second by Kemper. **All in favor, carried.**

7. New Business

- a. Adoption of Ordinance 159
 - i. Guest was in attendance to get her dog un-deemed a potentially dangerous dog. She reports having not received copies of the reports after asking for them. Claims the dog does not have aggression as he lives with 6 kids. He is a pit bull. Council member Kemper explained that this ordinance is in place for all dogs in town, Pitbull or Pomeranian and it is a standard to protect both the owner and the victims. Tom Winters explained that the ordinance has the guidelines

to appeal the potentially dangerous designation and the topic of discussion right now is for the passing of the ordinance. Roberts informed the pet owner where they can find a copy of the ordinance and that the appeal starts by drafting a letter to the City Administrators office.

- ii. Motion to approve Ordinance 159 by Sharp, second by Flemmer. **All in favor, motion carried.**
- b. Scheduling Public Hearing for preliminary engineering report and facility plan – sanitary sewer collection water distribution system improvements.
 - i. The next council date lands on a federal holiday, that council date has to be rescheduled. The public hearing and regular council meeting will be scheduled on January 12th at 6:00 PM due to this conflict.
 - ii. This hearing is the first step for applying for PFA funding for the 2023 East Main project.
- c. Adoption of Resolution 1220-21B 2022 Levy and Budget
 - i. Motion to adopt Resolution 1220-21B by Kemper, second by Strand. **All in favor, motion carried.**
- d. DOT COOP Agreement – page 12
 - i. The last time it was approved was a draft format, this is a more complete version, and the city is agreeing to pay their portion of the project.
 - ii. Motion by Strand, second by Sharp. **All in favor, motion carried.**
- e. Sportsman’s Gambling permit
 - i. Motion by Strand to approve Sportsman’s Club gambling permit, second by Kemper. **All in favor, motion carried.**
- f. Motion by Strand to approve the new fire department officers. Second by Flemmer. **All in favor, motion carried.**

8. Old Business

- a. Eagle Lake
 - i. Guest was in attendance and wondering if the council needed to pass a motion to drop the Eagle Lake variance granted by the county. The next step for Eagle Lake residents would be to file an appeal. Flemmer explained that Eagle Lake has not gone before Parks and Rec yet since that variance was granted and it is still up for discussion; but the city would like to keep the variance as we hope to do something with the area.
 - ii. After the passionate discussion at the county variance hearing council members Flemmer and Sharp are looking for other solutions on how to preserve and fund the park now as the Eagle Lake residents were very vocal in their opposition to the campground option. However, it is in the cities interest to preserve the variance until that is decided, to leave the options open. Roberts informed the guest when the next parks and rec meeting will be so he is able to attend that meeting for further discussion.
- b. Town Lake Beach
 - i. Phase II Study Proposal came in at over \$10,000 from the Duluth Archaeology Center, recommended by Widseth. The amount of the

study would be applicable for the matching portion of the DNR Grant, however we cannot proceed until this is complete.

- ii. Jordin will reach out to Mai Neng with the DNR to see if we can forego having to do a phase II study as we have several accounts proving that area has been previously disturbed on several occasions.

9. Council Member Reports

a. EDA

- i. EDA is going to purchase Sanders gas station and we don't know if the underground tank has hydraulic fluid that leaked so part of the purchase amount will be held in escrow until after demolition is complete with a clean bill of health. There has been good feedback regarding the rebranding and new sign, we are having Frazee Electric get us an estimate on how much it would cost to update the lighting. Discussion of adding QR Codes to the future kiosks.

b. Public Safety

- i. Did not meet

c. Planning and Zoning

- i. Did not meet

d. Personnel and Finance

- i. Finance did the budget.

e. Parks and Trails

- i. Eagle Lake Update

f. Frazee – Vergas School District

- i. No Update

g. LARL

- i. No update

h. Motion to approve the council member reports by Sharp, second by Strand.

All in favor, motion carried.

10. Administrator Report

a. January Council Date – Martin Luther King Jr Day discussed earlier in the meeting.

b. AAA Construction presented a bid for the addition off of Jordin's Office

- i. Dan was working with Ken and Nancy for the project. He reviewed the 1990 building plans and of the two bids one would be the same block from the original plans, and the second would be a LP Smartframe siding however this will look like an addition. The flagpole will have to be relocated and this includes a payment dropbox.

c. Motion by Strand to accept Administrator report, second by Sharp. **All in favor, motion carried.**

11. Adjournment

- a. Motion by Strand to adjourn, all in favor. Adjournment at 7:19 PM