



CITY COUNCIL MEETING AGENDA

6:00 p.m.
June 20th, 2022
Frazee Fire Hall

ZOOM Information:
Join Zoom Meeting

<https://us02web.zoom.us/j/87299546145?pwd=M1JHRUF5bnMweWZ4UDVQK21yU3ZaUT09>

Meeting ID: 872 9954 6145
Passcode: 543246

City of Frazee Council Meeting

1. Call the Meeting to Order - Roll Call – 6:01 PM
 - a. Council Members:
 - i. Ken Miosek
 - ii. Mike Sharp
 - iii. Mark Kemper
 - iv. Mark Flemmer
 - b. Staff:
 - i. Jordin Roberts
 - ii. Larry Stephenson
 - iii. Tyler Treiglaff
 - iv. Jolene Tappe
 - v. Jason Kropunske
 - vi. Kris Carlson
 - vii. Tom Winters
 - c. Guests:
 - i. Hank Ludke
 - ii. John Drews
 - iii. Bob Williams
 - iv. Tony Stock
 - v. Robb Flent
 - vi. Josh Sammuelson
 - vii. Justin Forde
 - viii. Denise Anderson – Zoom
 - ix. Polly Andersen - Zoom

2. Pledge of Allegiance

3. Open Forum

- a. Josh Samuelson requested permission from the council to host a “motorcycle birthday bash”
 - i. He explained they host this event every year and it has turned into an event hosting stunt bikes and they barricade the street. He wanted to run the event by council this year. It would take place on Saturday July 16th.
 - ii. Josh explained he would like to shut down the road for two hours, invite the public to come watch, a hotdog feed, and have the event double as a fundraiser for the Frazee Rescue Squad. There would be a snow fence to keep the crowd back a safe distance from the riders. He explained all the bikers have their own insurance.
 - iii. Flemmer recommended filling out the road closure form.
 - iv. Winters would like the drivers to sign a waiver releasing the city from liability.
 - v. Trieglaff expressed concerns as in the past it has not been just a stunt show, there is an after party that gets rowdy. There has been two serious accidents the last couple years.
 - vi. Sharp inquired if the neighbors are alright with the event. Miosek clarified that there are no neighbors on that end of the street; there are two separate events, the motorcycle show and the party, the show would be the only thing on the public street, everything else is on private property.
 - vii. Kemper mentioned the noise ordinance in regards to partying.

4. Consent Agenda

- a. Meeting Minutes 5-16-22
- b. Approval of Claims
- c. Review of City Cash Accounts
- d. Turkey Days Permits
 - i. VFW Off Site Liquor
 - ii. Third Crossing Off Site Liquor
 - iii. Road Closures
- e. Purse Bingo Gambling Permit
- f. Motion to approve the consent agenda by Sharp, second by Kemper. **All in favor, motion carried.**

5. New Business

- a. Midco Franchise – Justin Forde
 - i. In attendance to request permission to construct a communications service in town. This would be an all fiber network constructed with all private capital. Would provide 5G speeds to every address. Have already begun work in Detroit Lakes, Hawley, and Audubon. Would begin next spring if all permits are done timely. Looking to open the franchise discussions, it will have to be nearly identical to the recently

passed Arvig franchise. The infrastructure will be placed underground wherever possible.

- b. PFA Highway 87
 - i. MPFA-CWRF-L-053-FY22
 - ii. MPFA-DWRF-L-054-FY22
 - iii. MPFA-WIFD-G-054-FY22
 - iv. Resolution 0620-22A
 - 1. Motion by Kemper, second by Flemmer. All in favor, motion carried.
 - v. Resolution 0620-22B
 - 1. Motion by Sharp, second by Kemper. All in favor, motion carried.
- c. Rental Ordinance Violations
 - i. A copy of the Rental Ordinance was provided in the packet. Trieglaff has been having issues with Rivercrest Apartments.
 - 1. Rental Violated letter dated April 26th. Per the ordinance Ware was required to pay the fine of \$200 within 15 days of the notice, this was not done. It also requires steps be taken to prevent future violations, there has been no communication on if this has been done. There was no appeal filed to delay the process.
 - a. The ordinance states “if the registration holder fails to pay the fine the registration of the individual registered premise may be denied, revoked, suspended or not renewed by the city council.” Trieglaff provides a copy of the ordinance with the letter when he sends them out.
 - 2. Following the original letter three additional ones have been sent out since to the same landlord.
 - 3. Year to date the police have had 47 calls to these apartments, the other three multi-unit residences have had 46 calls combined.
 - 4. Sharp clarified if a landlord has two rental registrations revoked then the landlord is not allowed to hold a rental registration within the city for 5 years. There is case law to support this.
 - 5. Ware came to speak with Roberts and stated he has started the eviction process for one tenant, however the fines were never paid.
 - 6. Roberts suggested calling a meeting with Ware to clarify and explain the ordinance, he was invited to this meeting but is not in attendance. Sharp agreed with this approach.
 - 7. A special council meeting was set for July 5th at 6:00 PM. Trieglaff and Roberts will contact Ware and notify him of the meeting. The Sammuelson request will be discussed at the special council meeting also.

6. Old Business

- a. Wannigan Park/Bear Creek Archeology

- i. The archeological study has been completed, and they found artifacts in two sites. The development of the park will have to keep them in consideration and work around the areas. The artifacts can be incorporated into the history of the park.
- b. Eagle Lake
 - i. The appraisal came in at \$190,000 for the whole tract.
 - ii. The creation of the lake access association was further discussed.
 - iii. Motion by Flemmer to sell Eagle Lake Park to the potential lake access association for the price of \$190,000, with a follow-up at the August meeting to accept or decline the offer; second by Sharp. In favor: Kemper, Flemmer, Sharp. Opposed: Miosek. **Motion carried.**
- c. Alley behind firehall
 - i. Looking at curb and gutter, storm sewer, and paving of the alley. The project will cost about \$120,000 to \$140,000. Kris recommends packaging this with another project, the bigger the project the better economy of scale.
- d. School Property
 - i. Roberts received a letter from the school attorney regarding the vacated road parcels. There needs to be a public hearing and notice mailed to the adjoining owners.
 - ii. Public hearing will be held at the next regular hearing.

7. Staff Reports

- a. Jolene Tappe – Event Center
 - i. May was full of baby showers and graduations.
 - ii. There will be weddings in June and various school events.
 - iii. Nominated as one of the best local wedding venues.
 - iv. Miosek is checking on the roof repair estimates.
- b. Liquor Store
 - i. Numbers in packet.
 - ii. The front sidewalk is being replaced.
 - iii. Turkey Days will have beer served outside and at the derby, insurance is all set up.
 - iv. Working on server training. Tyler wants all businesses to use the same training, he is doing research.
- c. Tyler Trieglaff – Police Department
 - i. May had 123 calls. 28 were city ordinance violations, 15 traffic.
 - ii. Mailed letters for weeds and vehicles.
- d. Tyler Trieglaff – Rescue Squad
 - i. 27 calls, 12 in town.
 - ii. Added two new members.
- e. Nate Matejka – Fire Department
 - i. Jason Kropuenske in Nates place.
 - ii. 6 calls: 2 mutual aid, 1 grass fire, 3 power lines.
 - iii. Pancake feed this Sunday.
 - iv. July 20th 6pm – 8pm open house recruitment.
- f. Larry Stephenson – Public Works
 - i. May saw and increase in water usage with construction bulk water. 5,295,000 gallons through the plant in May.

- ii. Added 89lbs of fluoride.
- iii. Wastewater pumped 2.61 million gallons.
- iv. Started discharge in May.
 - 1. 8,357,000 gallons discharged into RI basins.
- v. Precipitation was 4.27 inches.
- vi. South lake street is getting new meters in an effort to get closer to remote reads.
- g. Kris Carlson – Ulteig Engineer
 - i. Paving the west half of North 87 tomorrow.
 - ii. The school area should be close to done by mid-July.
 - iii. Culvert has been delivered for North River Road.
- h. Tom Winters – Attorney
 - i. No update
- i. Motion by Flemmer to accept staff reports, second by Sharp. **All in favor, motion carried.**

8. Council Member Reports

- a. EDA
 - i. The downtown building and leasing
 - ii. Updating the face of the Mahube building
 - iii. Pop-Up Shops
 - iv. Wannigan Update
 - v. Red Willow TIF Update
- b. Public Safety
 - i. Talked about cameras moving
 - ii. Letters for vehicles.
- c. Planning and Zoning
 - i. Chickens are not currently mentioned in the animal ordinance, are going to work on this more.
 - ii. A resident wants to breed snakes, getting more details on what type of snakes.
 - iii. Subdivisions of Hanson (now Aarke) property is exempt from the ordinance.
 - iv. Conklins trailers being brought into town with no building permit.
 - v. Recreational burning in the city, there are state laws regulating this.
- d. Personnel and Finance
 - i. Did not meet.
- e. Parks and Trails
 - i. Met but was uneventful, were still waiting on Eagle Lake appraisal.
- f. Frazee – Vergas School District
 - i. Summer rec meeting with Karger, he will look up more numbers.
- g. LARL
 - i. No update.
- h. Motion by Sharp to accept council reports, second by Kemper. **All in favor, motion carried.**

9. Administrator Report

- a. Roberts is going to Duluth for the League of Minnesota Cities Conference.

- b. She had a question regarding the post office building, she drafted two letters. One is a notice of violation, the other is more of a friendly letter. Which letter would council prefer she send? Council recommended to Roberts to send the hard approach of the notice of violations.
- c. Motion by Flemmer to accept the administrator report, second by Sharp. All in favor, carried.

10. Closed Meeting – Personnel Review Roberts 1 year

- a. The meeting was closed under 13D05 Sub. A for Employee Review.
- b. It was decided by the council to review again at the next meeting to continue the review.

11. Adjournment

- a. Motion to adjourn by Sharp, second by Kemper. All in favor, motion carried. Adjournment at 8:48.

Respectfully Submitted,



Jordin Roberts
Administrator