

REGULAR COUNCIL MEETING
November 10th, 2014
6:00pm

Regular Meeting

The regular meeting of the Frazee City Council was called to order at 6:00 pm by Mayor Hank Ludtke. Council members present were David Jopp, Ken Miosek, Donna Ouart, and Bonnie Julius. City staff present: Jonathan Smith, City Administrator/Clerk/Treasurer; Marian Estenson, Deputy Clerk; Larry Stephenson, Public Works Superintendent; Michael Johnson, Chief of Police; Regi Ueke, Fire Chief; Mark Flemmer, Rescue Squad President; Tanya Mastin, Liquor Store Manager and Jolene Tappe, Event Center Manager.

Ludtke led the meeting with the Pledge of Allegiance.

Open Forum

First on the Open Forum was citizen, John Dermody. Dermody appeared before the council requesting that the City advocate a Landlord/Tenant Association. His query was brought up by issues he is having with the water in the building at Rivercrest Estates where he rents an apartment.

Consent Agenda

MOTION by Jopp, seconded by Ouart, to approve the consent agenda items as follows:

- Approve the minutes from the October Regular Meeting.
- Approve the City claims for payment.
- Approve the Liquor Store claims for payment.

All present in favor, motion carried.

Old Business

First on the agenda for old business was addressing the new hires in the Frazee Police Department. The City has hired 3 Part time officers to replace full time Officer Daran Borth whose last day was October 24th.

MOTION by Miosek, seconded by Julius to approve Resolutions 1110-14E; 1110-14F; 1110-14G; Resolutions declaring Police Officers Eligibility in the Public Employees Retirement Association Police and Fire Plan for Officer Carla Doll; David C. Kumpula; and Ryan S. Aho, respectively. These resolutions would give City endorsement to approve the PERA payments of those officers. Kumpula and Aho will work a regular part-time schedule whereas Doll will be on an 'as-needed' basis. This approval is pending background and physiological evaluations. All present in favor, motion carried.

Mayor Ludtke swore in Ryan Aho and followed with David Kumpula. Carla Doll was unable to attend the meeting.

Next discussed under old business is the necessity of retaining the law firm of The Coleman Law Firm to address issues regarding the handling of asbestos related materials in the County 118 Street project. Smith noted that City Attorney Charles Ramstad informed the office that he did not have the expertise or ability to be a non-biased party to follow up with this issue so at his suggestion Smith has contacted the Coleman law firm. The firm has been

sent contracts, communications and other paperwork pertaining to the issue. Smith also noted that he will be mindful of the expenses as they occur. If expenses get too high to make sense we will discontinue process. He also noted that Audubon has used this same firm for a legal process regarding engineering issues.

MOTION by Quart, seconded by Jopp to approve retention of The Coleman Law Firm in regards to the mishandling of Asbestos in the County 118 project and attempt to recoup costs. All present in favor, motion carried.

New Business

MOTION by Julius, seconded by Quart, to accept Resolution 1110-14A, Approval of City Election results for the 2014 General Election. Unopposed Mayor Ludtke received 297 votes with 15 write-ins and incumbents Miosek and Julius receiving the majority of the votes with 218 and 219 respectively with candidate Dermody receiving 121 votes and there were 10 write-ins. All present in favor, motion carried.

MOTION by Miosek, seconded by Julius, to accept Resolution 1110-14B, Adoption of Preliminary Assessments for Delinquent Utility Bills for the year 2014 onto the 2015 property taxes. All present in favor, motion carried.

MOTION by Jopp, seconded by Quart, to accept Resolution 1110-14C, Resolution of Support for a Community Based Renewable Energy Project and Authorizing a Feasibility Study for a Solar/Wind Hybrid Project. Smith noted that the EDA has been working with a firm to discover the feasibility of a Community Based Renewable Energy System in Frazee. At this point there will be no funds from the City. The firm will apply for funds to conduct a feasibility study out at the Lagoons. The study will monitor wind speed and direction. The study will give us a better understanding of a community based renewable project option for the City. All present in favor, motion carried.

MOTION by Miosek, seconded by Jopp, to accept Resolution 1110-14D, Interim Use Application and permit with the same conditions set by the Planning Commission. The Frazee Planning Commission held a public hearing regarding the interim use application by Jonas Zion, 103 3rd St NW. Zion requested use of his personal property for a shop to install electronics in vehicles to be known as Lakes Audio and RC. The Planning Commission recommended council approval to conduct this installation business in his residential garage until July 1st, 2015. Noting that all residential guidelines, specifically the nuisance and blight regulations must be followed, the 24 hour parking on public property regulation is to be followed, and any complaints or inquiries regarding the business will be immediately addressed or the permit will be revoked. Planning commission also noted that this is a temporary use until a permanent location could be secured. Smith noted that all the members of the Planning Commission voted to approve Zion's permit. The hope is that using this opportunity to open his business, he will transition to main street and have a viable business for the City Business District. Jopp noted that with the alley fronting Zion's garage also bordering the Fire Hall, there was never to be a time that a vehicle could be allowed to block that alley. Johnson, Chief of Police noted that Zion is aware that he cannot use the alley for parking at any time. All present in favor, motion carried.

Staff Reports

Mike Johnson, Police Department, noted that there were 118 calls for the month of

October with 1044 year to date. Johnson noted that he had attended a radio programming clinic and he is planning to use that knowledge for the programming of radios for rescue and fire as well. His only request is that they purchase the needed cables. Johnson noted that he is looking at a company in Colorado to purchase used radios.

Mark Flemmer, Frazee Rescue Squad, reported 13 calls in the month of October, 8 in town and 155 year to date. Flemmer reminded council of the upcoming February 21st hog roast fundraiser planned. Time would be 5-8 with a dance from 7-11. The rescue squad is looking to add 3-4 new members and they are also looking at their infectious disease protocol.

Regi Ueke, Fire Department, reported 7 calls with 1 being mutual aid, 1 vehicle, 1 search and rescue, and 2 false alarms. Fire department had 1052 call hours and 153 training hours. Ueke noted that although the county was turned down for the radio grant, they were encouraged to reapply.

Larry Stephenson, Public Works Superintendent reported that 4,798,000 gallons of water was pumped in the month of October. Stephenson also reported .12" of precipitation, 2.65 million pumped out to the Waste Water Treatment Plant. Stephenson noted that the filter media change out went okay. There were a couple of setbacks bringing about some unexpected changes but all in all went well. The flushing of mains are all complete for the year and the snow plow equipment is ready to go. The truck mentioned at last month's meeting was not quite what was needed so they will not make that purchase. The situation with sidewalks (unfinished in front of city office) is a result of a poor contractor and it is hoped to be resolved before long.

Tanya Mastin, Frazee Liquor Store Manager, reported a slower October. Mastin reported a positive \$1,138.02 in the Off Sale and a gain of \$1,106.93 in the on sale. Mastin noted a good turnout for the pub crawl for the Paul Thon benefit.

Jolene Tappe, Event Center Manager reported a loss of \$248.71 for the White Pine Room with the Event Center having a gain of \$5,304.47 for the month. Tappe noted that although the White Pine Room is not always a profitable facility it does give people a viable alternative to the Event Center. Tappe reported that the Holiday Tree Festival would be coming during the Thanksgiving weekend and also she has retained the Dueling Banjos entertainment duet for December 31st. She noted that there would be 3 sports banquets coming. January and February appear to be slow. They are still waiting for roof repairs. Quart commented on how well the whole facility is doing this year with our current staff.

MOTION by Jopp, seconded by Miosek, to accept all staff reports as presented.
All present in favor, motion carried.

Council Member reports

EDA – Ludtke reported that the EDA discussed the resolution to support the feasibility studies for the renewable Energy project. Also discussed at the EDA were the final actions for the sale of the Sunrise Sr Villa and progress of the speck home being worked on by the schools building trades class. EDA is looking for another member.

PLANNING AND ZONING – Miosek reporting for Planning and Zoning. They discussed the current building permits and the Interim use permit that was presented to council for approval. P&Z is looking for another member.

PERSONNEL AND FINANCE – Miosek noted that most of the time has been spent on the hiring of the new police officers. Over 30 applications were sent in. There were some very good candidates.

PUBLIC SAFETY – No meeting held.

WACCO- No Meeting held.

LARL- Julius reported that she has notified the Moorhead office of her intension to leave the position of Library Link staff and will remain as liaison between the City and the link.

MOTION was made by Ouart and seconded by Julius to accept the Council Member Reports as presented. All present in favor, motion carried.

Clerk/Treasurer Report

Jonathan Smith, City Administrator/ Clerk/ Treasurer gave an update on the Water/Sewer rate proposed changes. He noted that to make the City compliant with State Regulations we must make some slight changes to a tier billing system. It is hoped that the cost to the average household will stay at current levels. Smith did note however that the sewer rates may see more changes. We will have some solid numbers for the next meeting. Smith updated the council regarding the status of the Safe Routes to School process. The route is in place. They are hoping to set up a meeting with Travis Nagel, Nick Courneya and the City and the 5 homeowners bordering along Red Willow Heights to keep all up to date.

Smith noted the Truth in Taxation meeting will be held December 8th at 6:01PM per state regulations.

Smith also informed the Council of the upcoming office closures for the holidays and the annual Christmas gathering being held at the January Council meeting as has been typical the last 2-3 years.

MOTION by Miosek, seconded by Ouart to approve the Clerk/ Treasurer report as presented. All in favor, motion carried.

ATTEST;

Marian Estenson, Deputy Clerk