

CITY OF FRAZEE

ANNUAL BOARD OF REVIEW

Monday, April 13th, 2015

4:00pm

The Board of Review for the Frazee City was called to order at 4:00pm by Mayor Hank Ludtke. Council members present were David Jopp, Donna Ouart, and Bonnie Julius. City staff present: Jonathan Smith, City Administrator/Clerk/Treasurer.. Also present, Janice Golkowski, City of Frazee Assessor and Steve Skoog, Becker County Assessor.

Having no member of the public present, there were no public concerns to discuss.

REGULAR COUNCIL MEETING

April 13th, 2015

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 Donna Ouart, Bonnie Julius, Ken Miosek and David Jopp. 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.

Mayor Hank Ludtke led the meeting with the Pledge of Allegiance.

Open Forum

No one present for the open forum

Consent Agenda

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

- Approve the minutes from the March Regular Council Meeting.
- Approve the City claims for payment.
- Approve the Liquor Store claims for payment.
- Approve the Raffle Permit for Knights of Columbus on November 2nd, 2015 at Sacred Heart Catholic Church

All present in favor, motion carried.

Old Business

None presented

New Business

Jonathan explained Resolution 0413-15A, Street Closure Policy. Smith explained that with adoption of a policy regarding all street closure requests that it will put every event on the same page. This will give the office the ability to give a set form to all requests and have all needed information in one place. If approved, requestors will be given this application and the county information as well.

MOTION by Miosek, seconded by Ouart, to approve Resolution 0413-15A, City of Frazee Temporary Street Closure Policy along with the application form. All in Favor, motion carried.

Mayor Ludtke explained Resolution 0413-15B, Earth Day Proclamation. Ludtke noted that Earth Day is April 22nd, 2015.

MOTION by Ouart, seconded by Julius, to approve the Earth Day Proclamation. All present in favor, motion carried.

MOTION by Miosek, seconded by Ouart, to approve Resolution 0413-15C Acceptance and Appreciation of the Financial Donations from the Frazee Lions Club for \$1800.00 toward 'In Car' Computers for the Police Department and an equipment donation of \$500.00 for the Fire Department. All present in favor, motion carried.

Smith presented Resolution 0413-15D Approval of the Purchase Agreement for 220 Main Ave W. MOTION by Jopp, seconded by Miosek, to approve Resolution 0413-15D Approval of Purchase Agreement for 220 Main Avenue W. Smith gave an overview of the proposed purchase. He stated that the property is located immediately East of the Fire Hall on parcel #50.0385.000 in what was formerly Krause Small Engines and owned by Pete and Lois Greisen. The sale is for \$40,000.00 and Smith is asking the council to consider the needs and purpose of this purchase. Smith reported the tax value of the property as listed on the Becker County Web Site to be \$48,000. The cost of Demo and surfacing the lot will be between \$5,200.00 to \$6,500.00. Jopp stated that there is need for more building space and noted his desire to rid the town of eyesores such as this structure has become. Ouart felt that there had not been enough discussion to make this purchase. She thought that the public should be given the opportunity to hear of the purchase and Julius and Ouart both noted that there are other buildings more visible that should be up for consideration. Jopp made an amendment to the original MOTION changing the date on the Purchase Agreement acceptance deadline from May 1st to May 11th, noting the approval of the Purchase Agreement was the language as changed. This date would allow for a public hearing to be held at the next council meeting at which time the Council would approve the purchase agreement and the expenditure of funds.

Ouart seconded the amended MOTION Approving the language of the Purchase Agreement for 220 Main Ave W. as amended with change of closing which would allow for a public hearing prior to final approval. All present in favor, motion carried.

Staff Reports

Tanya Mastin, Frazee Liquor Store, reported a good month with a gain of \$2,833.96 in the Off Sale and a gain of \$3,521.47 in the On Sale and a gain of \$853.81 in the White Pine Room. Mastin reported the good turnout for the Fireman's auction. Upcoming is the Deer hunters event at the Event Center and Marshall Kostka's retirement party both on April 25th. Mastin also asked regarding the sidewalk repair. Smith noted the need for bids. Stephenson stated that the Street department could take out the old sidewalks to help in the cost.

Jolene Tappe, Event Center Manager reported the Event Center had a nice profit of \$2,801.83 for the month. They hosted a Bean Bag Tournament that went well. May will bring Prom, a retirement party, 3 weddings and the FFA Banquet. Tappe reported that she has scheduled 17 weddings through August. She also noted that the roof is scheduled for repair tomorrow, April 14th. Tappe also mentioned the need for more lighting in the parking lot. Stephenson stated he would call Otter tail Power Company and find out the procedure to get more street lights around that lot.

Mike Johnson, Police Department, thanked the Lions for the donation that help with the purchase of the 'In-Car' computers. They are working out really well. He reported that there were 118 calls for the month of March with 353 year to date. He noted that there would be an increase in calls as they are posting all traffic stops giving them more tracking information. With the good weather, the bikes would be brought out.

Mark Flemmer, Frazee Rescue Squad, reported 24 calls in the month of March, 13 of which were in town. That brings the year to date call lot to 60 with 32 in town. Flemmer noted that they now have 25 members. Other news: they are now on the Armer System, the Pancake feed is being looked at for June 7th, 7 members need recertification and will be working with Perham EMS, and the election of officers will be next month. Flemmer asked regarding the asphalt driveway. Smith promised that with the Safe Routes to School bid letting they will be looking at adding that to the winning contractor.

Regi Ueke, Fire Department, reported 7 calls with 333 year to date call hours. 2 were mutual aid, 2 motorized and 3 grass fires. The fire department had 390 hours in training this month. Ueke also wanted to thank the Lions for their donation. Ueke also requested the Council to approve to take Firemen Travis Gray, Anthony Bachmann, Shawna King, and Christopher Burton out of rookie status as they have all finished the required training. MOTION by Miosek, seconded by Ouart to change the status of Firemen Travis Gray, Anthony Bachmann, Shawna King, and Christopher Burton from rookie to regular firefighters.

Larry Stephenson, Public Works Superintendent reported that 4,546,000 gallons of water was pumped in the month of March. Stephenson also reported .48 of precipitation; 3.365 million gallons were pumped out to the Waste Water Treatment Plant, and the addition of 17 gallons of Fluoride to the water. Stephenson noted that the City has had Johnson Jet Line do jetting and televising of the Waste water lines and they have done a great job. Stephenson brought up potential areas of concern to do street work for next year and a couple places we could use more lighting. One of those areas is at the Tee after the black bridge on Cty Hwy 10. It was decided

that Ottertail Power would be called to discuss the potential of placing a light there.

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

Council Member reports

EDA – Ludtke reporting for the EDA, reported that the most interesting was the presentation by Dan Jule with his proposal of a wind turbine.

PLANNING AND ZONING – Miosek reporting for Planning and Zoning stated that there were only a couple of new building permits. Miosek also stated that there had been some discussion of property on land north of the city.

PUBLIC SAFETY – Ludtke reported that the committee had considered the issues of street lights and the policy that was adopted regarding street closures bringing them to the council. He also reminded people of the upcoming Safe Routes To School sidewalk that was up and coming. Construction could start as early as June.

PARKS AND TRAILS: Ludtke felt that things are not progressing like we would want for the large trail systems. He also reported regarding the Canoe and Kayak races that are coming April 22nd.

LARL- Julius reported that she had not heard from Patti for the numbers. It was noted that the pre-school reading time is being well attended.

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

Clerk/Treasurer Report

Jonathan Smith noted that the audit should be done to be presented to council in May.

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Having no further business, meeting was adjourned at 7:00 pm.

ATTEST;

Marian Estenson, Deputy Clerk