

CITY OF FRAZEE

**Monday, May 11th, 2015
6:00pm**

PUBLIC INPUT SESSION ON THE POTENTIAL PURCHASE OF 220 WEST MAIN AVENUE

Jonathan Smith, Administrator led the public input session with an explanation of the proposed purchase of the lot at 220 West Main Avenue. Formerly Krause Small Engines and vacant for some time, the property is owned by Lois and Pete Greisen. Smith stated the sale price is \$40,000 and with demolition and finish work it would possibly cost the city approximately \$50,000. Noted is the fact that it is the only area that makes sense if the City Hall would ever want to expand. It was also noted that the building is in a very dilapidated state. Ouart asked when the timeline is set for demolition should the city purchase. Smith explained that with this potential purchase the desire would be to demo the structure this summer as it is a liability. Ouart also asked if there was any knowledge of contamination with the structure so close to the Gas Station owned by Roger Klemm. Larry Stephenson, Public Works Superintendent, stated that if contamination was found that it would be an issue to talk to the prior owners but with the concrete structure, it is doubtful that any issues would be found. Julius asked the lot size. Smith reported it was 48' by 140'. With no public in attendance the input session was closed.

REGULAR COUNCIL MEETING

**Monday, May 11th, 2015
6:06pm**

Regular Meeting

The regular meeting of the Frazee City Council was called to order at 6:06 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; Mike Johnson, Police Chief; Regi Ueke, Fire Chief; Mark Flemmer, Rescue Squad President, and Jolene Tappe, Event Center Manager.

Ludtke led the meeting with the Pledge of Allegiance.

Open Forum

Present for the Open Forum was Amy Degerstrom and Pippi Mayfield as representatives for the Becker County Historical Society. A film was shown to start out their presentation covering the many benefits found within the Becker County Museum but also the problems that have arisen from the aging of the existing structure. Degerstrom and Mayfield discussed with council the fundraising that is being done for the construction of a new building to house the museum. The new facility will be located directly east of the existing building which will

be taken down to give parking for both itself and the neighboring Community Center. Mayfield stated that Becker County is committing 1.1 Million dollars to match .50 cents to every dollar they raise so they are asking neighboring communities to help with the effort. Noted was the amount of historical materials that they have for the Frazee Area and its history. They presented a worksheet to the City Council with a tier level of giving. They will be working to complete the fundraising within this calendar year.

Consent Agenda

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

- Approve the minutes from the April 2015 Council Meeting.
- Approve the City claims for payment with a correction of .06 cents.
- Approve the Liquor Store claims for payment.
- Approve the raffle permit for August 21, 2015 for the Frazee Gridiron Club to be held at the Frazee High School,
- Approve the raffle permit for August 13, 2015 for the Frazee Area Community Club to be held at United Community Bank.

All present in favor, motion carried.

New Business

Presenting the 2014 Audit report was Colleen Hoffman from Hoffman, Philipp, & Knutson. Hoffman gave the council her commitment sheet and noted that her communication is with them giving them the knowledge that she has found no issues within the City staff to cause them any questions. This is a new GASB ruling in which she gives them all her contact data should they feel they want to discuss the office financial staff. Hoffman commented that the city software being used is not her choice and has many limitations. Hoffman stated that the years audit went very well with very few issues. Other areas that she stated are that several of the funds have been closed out, the city is doing very well with Economic Development, and there will again be some upcoming changes with the State expectations for City Financial Audits. Next year the changes will affect the way the City reports its PERA.

Smith reported that he has just learned today that the City of Frazee insurance carrier, has stated that they will pay for the legal fees being spent on the asbestos litigation and may also pay for some or possibly all of the asbestos abatement expenditure.

MOTION by Miosek, seconded by Julius to approve the 2014 Audit as presented.

All in favor, motion carried.

Second on the Agenda under new business was a discussion covering the MN Energy Franchise Agreement. Smith noted that in 1990 a 25 year agreement was made between the City of Frazee and Peoples Natural Gas. Peoples Natural Gas is now MN Energy and the 25 year life span of that Franchise agreement is up in July of this year. Representative of MN Energy Pamela Sarbela was present to give information on the model Franchise Agreement that was given to council in the packets. In discussion with City Attorney, Charles Ramstad, Smith learned that there were items within the model agreement that Ramstad would like to see changed. This Franchise Agreement would extend another 25 years. The city has the

option of adding a Franchise fee along with this agreement. Sarbela discussed with the council the method of fee collection. It could be added to the customer's invoices in several ways. It could be per meter or by consumption or a combination of both. She noted that out of the 166 communities they service, only 32 charge a fee. Sarbela also discussed reasons for a Franchise Agreement and stating that the Gas Utility companies do not hold exclusivity, unlike electric utilities. Mayor Ludtke stated that we would revisit this issue at the next council meeting giving time for Smith to find out the recommendations by City Attorney. Continuing the discussion of the Becker County Museum request, Ouart stated that she would like to see the City of Frazee take part in the funding of the new museum. Her question is if this could be considered within the next year's budget.

MOTION by Ouart, seconded by Miosek that the City of Frazee take part in the funding for the Becker County Museum for a 3 year period.

Smith stated that the finance committee could look at the amounts and give a recommendation on the amount to donate for each of the 3 years. All in Favor, motion carried.

Old Business

Resolution 0511-15A Approving the purchase agreement and expenditure of funds for the purchase of 220 West Main Avenue.

MOTION by Jopp seconded by Miosek. Julius noted that there was no one in attendance giving dissention to the purchase. Ouart commented that it is her hope that this area would not just become a parking lot. All in favor, motion carried.

In the agenda, with no discussion needed is the notation regarding the upcoming Safe Routes to School Bid Opening on June 2nd, at 11AM in the Fire Hall.

Staff Reports

Jolene Tappe, Event Center Manager reported for Tanya Mastin, Liquor Store Manager who was not present. Tappe reported a profit of \$1,118.93 in the Off Sale and profit of \$4,978.52 for the On Sale and a loss of \$317.79 for the White Pine Room bringing the month of May at a profit of \$6,872.95. Tappe also reported the Event Center had a loss of \$3,663.73 caused by the payment of \$4,300.00 for the roof repair. Tappe noted that even though the roof was fixed there were still leaks after the minor sprinkle that we had a couple of days ago. Tappe also told Council that Community Education had a beer brewing class in the White Pine Room and a wedding was held in the Event Center on Sunday with only a couple hours' notice.

Mike Johnson, Police Department, reported 161 calls with 514 year to date. They are writing 5-10 tickets monthly. Other items in his report are the shifts that he worked TZD (Toward Zero Death), the bikes are in service and he is looking for another portable radio.

Mark Flemmer, Frazee Rescue Squad reported 20 calls in the month of April with 9 in town. Total year to date is 81 with 41 in town calls. The Squad currently has 25 members. Flemmer also noted that the date of the Pancake feed has been changed to June 14th. Flemmer also reported that they are getting bids for a base radio for the ambulance.

Regi Ueke, Fire Department, reported 10 calls with 344 call hours. They had 4 mutual aids, 4 grass fires, one miscellaneous and one vehicle accident. The department has had 677 call

hours for the year. Ueke noted that there will be 3 firemen going to Colorado for the training provided free by Burlington Northern Railroad regarding the oil transport cars. Ueke also informed Council that the Meet and Greet for townships went well, with appreciation to Smith for the information given. It was reported that with the issue that is unresolved with Hobart Township, there was no one present there from their board. Other items covered by Ueke were FEMA opening up the grant awards, the July 5th Pancake Feed and the department would like to be allowed to have beer in the fire hall following the pancake feed.

MOTION by Jopp, Seconded by Julius to allow the Fire Department to serve alcohol on July 5th following the Pancake feed. All in favor, motion carried.

Larry Stephenson, Public Works Superintendent reported 4,141,000 gallons of water pumped, 15 ½ gallons of Fluoride added and 2.94 million gallons pumped out to the Wastewater treatment facility. Stephenson also informed Council that the city had .93 inches of precipitation in the month of April. An item brought up by Stephenson is the consideration of a Sewer main extension that they would like to have installed at the end of West Maple Ave. They would stub a service out to Baumgart Repair and add a Y in to allow for more growth in that area. Stephenson stated that there should be no issues and a simple project as there is no street work and it would be only a sewer main. The cost listed of \$8,750.00 is slated to be considerable lessened by the fact that no inspector needs to be on site for the project and it will take only one or two days.

MOTION by Jopp, seconded by Miosek to approve the Sewer main extension as presented. All in favor, motion carried.

Other items noted by Stephenson were that the new dock is in and they are starting the pickup for the city wide clean up coming on May 16th.

MOTION by Julius, seconded by Ouart to approve staff reports as presented. All in favor, motion carried.

Council Member reports

EDA – Jopp ran through the items that the EDA addressed. Items covered were Wind and Solar feasibility study, and financing a loan pool.

PLANNING AND ZONING – Johnson and Smith reported that several items were discussed including the International Maintenance Code, the housing study, blight. Johnson noted that regarding the blight letters it is hoped that several people will utilize the city wide clean up to remove areas of blight that were noted in their letters.

PUBLIC SAFETY – the committee addressed the street closure policy, the light at the end of South River Drive and various curb issues. One curb under consideration is the area by Frazee Family Foods and they had hopes that the county could be of help in that area. Julius asked about the safety issues of kids riding scooters or bikes on the sidewalks. Her concern was safety of pedestrians and people stepping out from inside of stores. Johnson reported that this particular incident has been addressed many different times and methods and still is an issue.

PARKS AND TRAILS – No meeting was held but Stephenson informed council that they have been doing some work out at Eagle Lake Park on the bathroom and docks. They have also done some stump removal.

WACCO- No Meeting

LARL- Julius reported for the Link Site noting the Summer reading program is starting as soon as the school year ends. Also reporting that the Story time has had an average of 17 kids.

CEMETERY - Smith noted that the Cemetery Association has reached out to Stephenson and himself and has decided to go ahead and so a beautification project in the area around the Columbarium. They met with a contractor and a very nice proposal has been drawn up. They are present time working at finalizing the requirements and rules for the sale of the urn niches. Also reported is the poor condition of the road into the cemetery.

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

Clerk/Treasurer Report

Smith. City Administrator noted that the MCFOA membership application was in the packet. MOTION was made by Quart and seconded by Jopp to approve the City membership to the MCFOA for the cost of \$35.00. All present in favor, motion carried.

Smith also noted the upcoming ground breaking of the Safe Routes to School and the presentation of the Bicycle Friendly Bronze Status award coming June 15th. The time and location has not been set as of yet.

MOTION was made by Julius and seconded by Quart to accept the Clerk / Treasurer report as presented. All present in favor, motion carried.

Having no further business, meeting was adjourned at 8:15 pm.

ATTEST;

Marian Estenson, Deputy Clerk