

CITY OF FRAZEE

REGULAR COUNCIL MEETING

Monday, November 9th, 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 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; Mark Flemmer, Rescue Squad President, Regi Ueke, Fire Chief; Tanya Mastin, Liquor Store Manager; and Jolene Tappe, Event Center Manager. Ludtke led the meeting with the Pledge of Allegiance.

Open Forum

Present for the open forum was Bill Omdalen from the Loon Lake Association. The purpose of his attendance was to garner interest and support of their efforts to prevent the DNR from stocking Loon Lake with Muskies. He noted that in the coming year the DNR has informed them that they plan to stock muskies in Loon Lake, Franklin Lake and Lake Lizzie. A group of citizens have been formed called the Tax Payers for Family Fishing and they contend that the Muskie fish is a predatory type fish and is best kept out of the area small lakes. Historically they are the cause of the decrease of the small fish that these lakes are known for such as sunfish, crappies and tullibie. He is asking for a letter of support from the city council.

Consent Agenda

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

- Approve the minutes from the October 2015 Regular Council Meeting and the October 26th Special Council Meeting.
- Approve the City claims for payment.
- Approve the Liquor Store claims for payment.

All present in favor, motion carried.

Old Business

No old business was submitted.

New Business

First item under new business is Resolution 1109-15A, Resolution Ordering Preparation of Report on Improvements to Pine Avenue, Oak Avenue, the East end of Maple Avenue between Lake Street and Hill Drive, Hill Drive between Oak Avenue and East Juniper Avenue, 2nd Street SE between Pine Ave and Juniper Avenue East, West Main Avenue between 5th Street NW and 7th Street NW and 6th Street NW between West Main Avenue and the alley between West Main Avenue and West Ash Avenue. The resolution stated that the proposed improvement be referred to Ulteig Engineering for study and that they report the improvement cost and feasibility to the council. This starts the process for the 2016 street project. Smith noted that he has the preliminary schedule in the office.

MOTION by Miosek, seconded by Jopp to approve Resolution 1109-15A, Resolution

Ordering Preparation of Report on the above named street improvements. All present in favor, motion carried.

Second under new business is the notice of delinquent utility and fire charges. No action was required except notification needed to be given council. Council will act on the remaining unpaid charges at the December council meeting.

Staff Reports

Mike Johnson, Police Department, reported 129 calls for the month of October with 1293 year to date. Johnson reported that he has applied for a 50% matching grant to install printers in the patrol cars. The Minnesota courts have ruled that all citations be electronically transmitted and with these printers it would be easily done. The cost is approximately \$400 each and the driver license readers are \$45 each. Johnson also noted the staff have taken OSHA classes online. He has also been in communication with Homeland Security in hopes to bring some of their classes to the northern end of Minnesota. His hopes to have those classes in Frazee at the Event Center.

Mark Flemmer, Frazee Rescue Squad, reported 12 calls in October with 9 in town. That makes a total of 202 for the year with 93 in town. Currently the squad has 24 members. Suz Bristlin is back at her own request. Flemmer also reported that the squad has served at all the home football games. They have had a busy month, certified members on responder, CPR, landing zone set up and extraction along with the Fire Department, and have also worked with the County Dispatch to have Frazee Fire dispatched to all motor vehicle accidents. Flemmer also noted that the rescue board has approved the formation of an auxiliary. They are looking at a requirement that members make at least 5 calls a year. That would be added to their bylaws. Flemmer also noted that they are working with Laura Pettit from the USDA for grants for some needed but expensive equipment.

Regi Ueke, Fire Department, reported 2 calls in the month of October. Ueke noted that the radios are now installed in the trucks and they may be able to sell the old radios for \$75 to \$100. Another area department sold theirs to local farmers. They are looking into that option. Ueke noted that Albert Doll is working on their 5 year plan per City request and hopes to have that ready soon. Ueke also reported that he had attended a Chiefs meeting in Duluth that had a lot of good information. Nathan Matejka asked that the City Council consider raising the Fire Department pay per call hour from \$8 to \$10.

MOTION by Miosek, seconded by Julius to approve the hourly pay from \$8 to \$10 for calls for the Frazee Fire Department. Vote approved with Jopp abstaining as he is a member of the Fire Department.

Larry Stephenson, Public Works Superintendent, reported 3,804,000 gallons of water was pumped in October. 13 ¾ gallons of Fluoride were added. Stephenson noted that he is waiting to hear from Their Well for their schedule that they are able to pull and inspect Well 6. 2.72 million gallons was pumped out to the Waste Water Treatment Plant for Treatment. The city had 1.96" of precipitation in the month of October. Also noted is the addition of class 5 gravel on the far east end of Maple with good results.

Tanya Mastin, Liquor Store Manager reported the loss of \$987.81 for the Off Sale, a profit of \$1,598.88 in the On Sale. Mastin is looking at decreasing the expenses from advertising to make a difference in those losses. Some events coming up are an entertainment booking on the 20th of November and the Snow Plow Parade in December.

Jolene Tappe, Event Center Manager reported a loss in the White Pine room of \$81.96. She also reported the best ever month in the Event Center of a profit of \$8,114.11. The coming months are fairly slow with a couple of banquets, a benefit and the Thanksgiving meal that will be given by the Mickelson family. Wendy Ketter will also be holding her Vendor Extravaganza on the weekend of the Snow Plow Parade.

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

Council Member reports

EDA – Ludtke reported the discussion at the EDA meeting covered the housing study, the feasibility study, the Business Center and the spec home. He noted that Mahube-Otwa is looking at the rental option of the Business Center and there have been a couple of people who have looked at the spec home. It was also noted that the thought of the 4 new homes to be built on Ash is an exciting development.

PLANNING AND ZONING – Johnson noted that Planning and Zoning is looking at the options that may be available to do a quiet zone for the railroad. This is a preliminary study and they are looking at firms that could give us options and costs. Council discussed the option of putting this into the hands of the EDA but it was decided to keep the Planning and Zoning on this study search.

PERSONNEL AND FINANCE – No meeting

PUBLIC SAFETY – Street lights were discussed as was the street speed sign. Johnson noted that he was looking into grants to keep a sign like that in town. Public Safety also noted that the corner by the Dance Studio is really dark in the evenings so need to look into changes that would help that situation.

WACCO- Nothing to report.

LARL- Nothing to report.

Julius also reported on what she learned at the Climate Minnesota workshop that she attended.

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

Clerk/Treasurer Report

Smith, City Administrator reported to the council on the consideration of opening an access from the City Office through to the Fire Hall. He noted that there are 3 options with a wide variation of expenses. They are leaning toward the lowest priced option.

Smith also noted that the December meeting would be the Truth in Taxation hearing and would start at 6:01PM.

Smith also gave Council the proposed City Office Holiday Schedule. The office will be closed Friday, November 27th after Thanksgiving, Christmas Eve beginning at 12:30 that

Thursday and closed Friday the 25th and the same for New Years, closing at 12:30PM and closed Friday the 1st of January.
Having no further business, meeting was adjourned at 7:05 pm.

ATTEST;

A handwritten signature in cursive script that reads "Marian Estenson". The signature is written in black ink and is positioned above a horizontal line.

Marian Estenson, Deputy Clerk