

CITY OF FRAZEE

REGULAR COUNCIL MEETING

Monday, June 8th, 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; 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

Present for the open forum was Tom McSparron from West Central Initiative from Fergus Falls. McSparron gave an over view of West Central Initiative and their history and their roles within the communities they serve. His request is that the City of Frazee again be a partner with membership being \$500.00 annually for the next 2 years. Mayor Ludtke noted that WCI has been a big help in several areas.

Consent Agenda

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

- Approve the minutes from the May 2015 Council Meeting.
- Approve the City claims for payment.
- Approve the Liquor Store claims for payment.
- Approve the Temporary Liquor License for the Frazee Lions for Turkey Days, July 24-26th.
- Approve the renewal of Cigarette License for Frazee Family Foods (HCJL, inc)
- Approve the renewal of Cigarette License for All in All
- Approve the renewal of Liquor License for Frazee Family Foods: 3.2
- Approve the renewal of Liquor License for All in All – 3.2
- Approve the renewal of Liquor License for the VFW Post 7702 – Club license
- Approve the renewal of Liquor License for the Hostel Hornet, Sundays with a closing time of 2:00AM.

All present in favor, motion carried.

New Business

First item under new business is Resolution 0608-15A Awarding the Bid for the Safe Routes to School project. Jon Olson, Apex engineer went through the history of the project up to the bid letting. Olson noted that the bids came in much higher than anticipated. Only 2 bids came in, one from Hough, inc and one from Sellin Brothers with the Hough bid winning the project at \$269,579.00. The estimated project cost was \$200,000.00. Olson stated that they looked at the bids and found nothing that raised a red flag. He felt that

because this project had federal funding that fact alone could be added expectations. Smith noted that he had talked to MnDot and they were offering more help and there would be an increase in assistance from the State. Present at the meeting was John Okeson who also reported that the county had some funds through the SMART Tax and would be giving \$20,000.00 to help defray the expense to the City. Smith noted with these added funds, the cost would be back down to the level that we had expected to pay. Smith also noted that the rough schedule for Hough would be to start in the first part of July with a goal of completion being August 7th. Smith noted that Hough has done several areas of the paths in Detroit Lakes and they have been successful.

MOTION by Miosek, seconded by Julius, for the Resolution Accepting the Bid for Street Improvements for the Frazee Safe Routes to School Project. With no further discussion, all present in favor, motion carried.

Second under new business is the presentation of the design for the Little Turkey Park Area. Smith presented the plan that was written up by Karvakko Engineering. Keith Kinnen who was here with the Minnesota Design Team had designed the area. Smith noted that the ground would be stamped concrete. Smith also noted that this final plan addressed all the feedback possible from the input that was received by citizens.

MOTION by Ouart that we adopt the plan to redo the Little Turkey Park that was presented. Seconded by Jopp. Ludtke asked what was the deciding factor for going with stamped concrete. Smith reported that it was an internal decision because of its durability over pavers. All in favor, motion carried.

MOTION by Julius, seconded by Jopp that we approve the agreement with West Central Initiative for the next two years.

Fourth on the agenda under new business, the council addressed the Cooperatively Developed Plan that is by and between The City of Frazee and MMCDC. Smith discussed the plan with council with Jopp commenting that with Frazee and MMCDC working together it would be nice to focus on the Ash Avenue improvements which has the most opportunities.

MOTION by Miosek, seconded by Ouart, to adopt the Cooperatively Developed Plan by and between The City of Frazee and MMCDC. All in favor, motion carried.

Old Business

First item of Old Business was last months' presentation of the MN Energy Franchise agreement. Smith did a recap of the May Council consideration. In conversation with Ramstad, the city attorney, it was decided that there would be no benefit to the city in having a franchise agreement unless we wanted to add a fee to the consumer. Ramstad felt that our current Right of Way Ordinance already addresses some of the issues covered in the sample agreement. Ludtke asked if it were possible in the future to revisit this. MN Energy Representative Pamela Sarbela, who was present to answer questions, responded that they would be able to address this issue at any time.

MOTION by Ouart, seconded by Miosek to NOT enter into a franchise agreement with MN Energy at this time. Jopp asked about the past agreement. Smith noted that the one in place expires in July after 25 years. That franchise agreement did not contain a fee for the consumer. Nothing was paid, just a granted Right of Way in the City of Frazee. All in favor, motion carried.

Second item of Old Business is addressing the May request of the Becker County Historical Society for contributions in the construction of a new facility.

MOTION by Miosek, that with finance Committee input, that the City of Frazee contribute \$25,000 totally in a 3 year block. This year the contribution would be \$5,000.00 with 10,000.00 in both 2016 and 2017. Motion was seconded by Julius. All in favor, motion carried.

Staff Reports

Jolene Tappe, Event Center Manager, the Event Center had a May profit of \$1,411.99. Tappe reported a small gas leak in the kitchen that was repair, a coffee pot that needed to be repaired, the busy summer coming up and how thankful she was that they were able to give the vets a place to go on Memorial Day because of inclement weather.

Tanya Mastin, Frazee Liquor Store, reported a profit of \$1,550.96 in the Off Sale and the profit of \$843.54 for the On Sale and a loss of \$556.54 for the White Pine Room bringing the month of May at a profit of \$1,837.96 for the three entities. Other items noted by Mastin were how quiet it is in the bar, and the WeFest trivia that is being held on Wednesdays.

Mike Johnson, Police Department, reported 126 calls in May with 640 year to date. Johnson stated that there has been discussion regarding the biking downtown and he has been working with different groups about their road closure requests. There was also discussion about the ineffectiveness of the signs on the fishing pier. Johnson had a sample of the custom sign regarding downtown biking rules in the packet and stated that the cost would be \$40.00 and it would meet the reflectivity ruling, and sign hangers would be \$20.00 a pair. There was a question regarding skate boards. Johnson stated that the biggest issue down town is bicycles so that needs to be addressed first.

Mark Flemmer, Frazee Rescue Squad, reported 16 calls in May with 8 in town. The total for 2015 is 96 calls with 49 in town. Flemmer also noted that the pancake feed is coming on June 14th from 8-1. Flemmer reported that he has been re-elected as president, Stacy Hunt is Vice President, Marvin Anderson is Treasurer. Kristi Herbst is secretary and the board of directors are Shawna King, Corey Baker, Rick Billet and Terry Thunstrom. Other items reported: getting bids for a base radio, purchase of a computer, a grant received to purchase landing strip lights and his upcoming block party.

Regi Ueke, Fire Department, reported 30 calls year to date with 4 in the month of May. 2 were vehicle and one false alarm. The other call was miscellaneous. Ueke reported 730 year to date call hours and 593 training hours. The Fire department has one engine in for considerable repairs. They are waiting to find out the expense for that repair. Ueke also informed Council that the fire department is looking to purchase some forest fire equipment. The department has a 6 X 6 and would like to replace it with a 'Side by Side'. Research has been done and they have found a Ranger that is a better buy and more suitable for their needs. They are asking the city to purchase it and they would outfit it with the money from their fundraising. Police Chief Johnson asked the size of the water tank. It is a 80-100 gallon tank. Johnson, who is also a fire fighter for the DNR noted that any unit purchased will have positives and negatives. Ouart asked about money in the budget for this purchase. Smith noted that when the budget was put together, this item was not considered. Fire fighter Jason Kropuenske reported that at this time there is a \$1,400 rebate

that would be lost if they wait.

MOTION by Jopp, seconded by Julius to purchase a Polaris Ranger, Side by Side for the Frazee Fire Department. Ludtke informed the Fire department that they need to look at long range planning as the Council is often hit with requests from the fire department that they are not given enough time to do due diligence to relation to equipment purchases. Ueke promised to do that with the help of the City office and council. All in favor, motion carried.

Larry Stephenson, Public Works Superintendent reported 4,158,000 gallons pumped in May with 15 ½ gallons of Fluoride added. Stephenson reported that he had received a letter from the Department of Health with the Fluoride updates. The city will keep Fluoride additives to the minimum and still comply with the Federal mandates. 2,890,000 gallons were pumped out to the WWTP, 5.29 inches of precipitation fell, 10,034,000 gallons was discharged to the ponds, several segments of sidewalk have been done in a timely fashion. There is a little left at the liquor store. Ouart asked Stephenson regarding the Event Center roof. Stephenson noted that they need to get up there to do a thorough study of that portion of roof and that with a building only 15 years old, it should not having this issue at all. Clean up week went well. Stephenson also noted that the Bobcat Skid Steer is now 3 years old and they may look at replacement to keep this unit always under warranty. MOTION by Ouart, seconded by Julius to approve Staff reports as presented. All in favor, motion carried.

Council Member reports

EDA – Ludtke reported that the EDA discussed the loan pool, MMCDC new housing ideas that they could bring to Frazee.

PLANNING AND ZONING – Johnson discussed problematic properties and the committee discussed abatement versus condemnation. Planning and Zoning also was presented with the MMCDC plans. Miosek hoped that they would start with the improvements to one property and go from there.

PUBLIC SAFETY – Discussion at the Public Safety consisted of event street closures, turkey day dance at the Frazee liquor store and signage at the intersection of 4th and Maple.

PARKS AND TRAILS-no meeting

WACCO- No meeting

LARL- Circulaton is up slightly and 12 kids have signed up for the summer reading program so far.

CEMETERY- Julius gave a report on the new columbarian and the layout of the landscaping being done. Benches are being put in with 2 urns. Columbarium cost is running at \$31,000.

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

Jonathan Smith, City Administrator/Clerk/Treasurer, pointed out the MAOSC letter in the packet and discussed the dues for that organization. As president he is eligible to be elected for another year and is on the nominating committee for the League of Minnesota Cities Board of Directors. Smith also reminded council of the ground breaking next Monday for the Safe Routes to School trail at Niemann Park and noted that Natalie Guilly from the National Bike alliance will be there. There will be a community bike ride after the ground breaking.

MOTION by Jopp, seconded by Ouart to accept the Administrator/Clerk/Treasurer report as presented. All in favor, motion carried.

Having no further business, meeting was adjourned at 7:48 pm.

ATTEST;

Marian Estenson, Deputy Clerk