

## **CITY OF FRAZEE**

### **REGULAR COUNCIL MEETING**

**Monday, September 12<sup>th</sup>, 2016**

**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: Denise Anderson, Administrator; Marian Estenson, Deputy Clerk; Larry Stephenson, Public Works Superintendent; Tyler Trieglaff, Police Chief and Rescue Squad President, Albert Doll, Fire Chief; and Jolene Tappe, Event Center Manager.

Ludtke led the meeting with the Pledge of Allegiance.

#### **Open Forum**

Present for the open forum was John Okeson, Becker County Commissioner. Okeson gave the city an update on the status of the Becker County Jail, the Airport expansion and the Becker County Transit.

#### **Consent Agenda**

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

- Approve the minutes from the September 2016 Regular Council.
- Approve the claims for payment.
- Acceptance of City Cash Control Statement,

All present in favor, motion carried.

#### **Old Business**

Anderson presented the Budget review documents to the council. Noted is the fact that she is still working on the budget. There is a 3.38% increase in the budget amount but the levy amount has decreased by 1.39%.

Second on the items under old business was the notation given by the League of Minnesota Cities regarding Frazee's Data Securities status. Anderson noted that the city was found to be non-compliant. Fire walls have been installed at the Liquor Store and the City Office as well as the addition of squares for the tablets at the Liquor Store. Those 'Squares' are in case the internet failure should such an event happen again. Other items are being addressed until we are in full compliance.

#### **New Business**

First item under new business is the Gaming Permit for the Frazee Sportsman's Club scheduled for March 11, 2016.

MOTION by Miosek, seconded by Julius, to approve the gaming permit for the Sportsman club. All present in favor, motion carried.

Second under new business is Resolution 1010-16A Resolution Regarding the Sub-division of Parcel 50.0350.000. One 150-foot lot would be divided into 3-50 foot lots.

MOTION by Ouart, seconded by Miosek to approve the parcel division of 50.0350.000 into 3 separate parcels. All in favor, motion carried.

MOTION by Jopp, seconded by Miosek to approve Resolution 1010-16B Resolution regarding the Subdivision of Parcel number 50.0234.206.  
All in favor, motion carried.

Fourth under New business is the appointment of Amber Bender onto the Planning and Zoning Commission.

MOTION by Quart, seconded by Jopp to approve the appointment of Amber Bender to the Planning and Zoning Board. All in favor, motion carried.

Final item under new business Anderson requested the option that the City office be closed for the day after Thanksgiving, November 25<sup>th</sup>.

MOTION by Jopp, seconded by Julius, to allow the City office to be closed Friday, November 25<sup>th</sup>. All present in favor, motion carried.

### **Staff Reports**

***Jolene Tappe, Event Center Manager,*** reported a good month with a profit of \$3,182 profit. Tappe noted the upcoming events along with a couple weekends that are quiet. There will be a need for some maintenance of a toilet that is causing an issue. Tappe also thanked Trieglaff, Police Chief, for the help that was offered during one particularly crazy wedding. Tappe also read the report for the Liquor store. The loss for the liquor store was over \$21,000. There was much discussion on the reasoning so the city will investigate further.

***Tyler Trieglaff, Police Department,*** reported 127 calls for the month of September. Trieglaff noted that he has started advertising for a few part time positions.

***Tyler Trieglaff, Frazee Rescue Squad,*** reported 23 calls in September with 15 in town. The squad has remained the same with no new applicants. Most of those on the roster however is fairly active so that is a great help for the squad.

***Albert Doll, Fire Department,*** reported 5 calls in the month of September. Two were mutual aid, one within the city was a smoke alarm and 2 false alarms at the school. The fire department consists of 24 fully trained members and 3 probationary. Two of the former probationary members have quit. Doll reported their hose testing, preparation for the ISO requirements and a disaster drill in Carsonville. Other items of note are the installation of the smoke detectors across town in partnership with the Red Cross and the school participation for Fire Prevention week. Quart commented regarding how sharp the Fire equipment looked when they participated during the Home Coming parade.

***Larry Stephenson, Public Works Superintendent,*** reported 4,569,000 gallons of water was pumped in September. 15 gallons of Fluoride were added. 2.67 million gallons were pumped out to the Waste Water Treatment Plant for Treatment. The city had 5.33” of precipitation in the month. Stephenson reported that they will be painting a spare fire hydrant and then swapping it out with others until all the hydrants have received a new coat of paint. They will be using an automotive paint for durability. The Public works has completed winterizing the city property. They will begin hauling in the salt sand for the coming winter. There is still some remaining from our last year that was mild.  
MOTION by Julius, 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 has decided to proceed with the purchase of the Furey building and the Anstadt building which border Gary’s furniture. In response to a question, Ludtke stated that Furey is asking 32,500 and Anstadt is asking 25,000. No money has been exchanged as to this date.

PUBLIC SAFETY – No meeting.

PLANNING AND ZONING – It was noted that Amber Bender has now joined the commission and they would still like one more. Anderson suggested that Trieglaff would be willing to be on that board.

PERSONNEL AND FINANCE – Their discussion was spent on the city budget.

PARKS & REC- Ludtke reported that they are working with MnDot and Partnership for health on the Safe Routes to School route along Lake Street which is Highway 10 from the city beach up to the school.

LARL- Julius reported the numbers and noted the program that was held with Eric Bergason. It was a great event.

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

**Clerk/Treasurer/Administrator Report**

Anderson reported that she had worked with the United Way on October 1<sup>st</sup> which gave here some time to visit with various business in town. Also noted is the upcoming Complete Streets project along the Hwy 10 corridor scheduled for 2021 and the upcoming event Tuesday, October 18<sup>th</sup> at the Event center. Anderson also reminded council of the upcoming election.

MOTION was made by Ouart and seconded by Jopp to accept the Clerk/Treasure report as presented. All present in favor, motion carried.

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

ATTEST;

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Marian Estenson, Deputy Clerk