

# **CITY OF FRAZEE**

## **Truth in Taxation Monday, December 12, 2016 6:01pm**

### **Truth in Taxation**

The Truth of Taxation meeting of the Frazee City Council was called to order at 6:01 pm by Mayor Hank Ludtke. Council members present were David Jopp, Ken Miosek, Bonnie Julius, and Donna Ouart. 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; Tanya Mastin, Liquor Store Manager; and Jolene Tappe, Event Center Manager.

Ludtke led the meeting with the Pledge of Allegiance.

Anderson noted that we have decreased taxes from the preliminary amount by 3.71 percent but it still gives a 1.06 increase. Resident Paul Thon was present to discuss taxes for his business, Frazee Electric. Denise noted that she would have to go to the County to discover what is the reasoning for his extreme tax increase.

Truth in Taxation meeting was adjourned at 6:12

## **REGULAR COUNCIL MEETING Monday, December 12, 2016 6:15 pm**

### **Regular Meeting**

The regular meeting of the Frazee City Council was called to order at 6:15 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; 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 Mark Flemmer. Flemmer gave a map to the council members showing the route planned for the Snow Plow Parade. Flemmer noted that the sheriff will be leading the route with at least 30 entries so far. Several events will be happening around the area. There was much discussion regarding the serving of alcohol at the Hostel Hornet. An open bar was planned for the Vendor Show being held during the Snow Plow Parade. Jopp contacted Michael Mercil by text regarding this plan. It was noted that there had been no permit issued for this event.

### **Consent Agenda**

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

- Approve the minutes from the November 2016 Regular Council,
- Approve the minutes from the Liquor Store Public Hearing,
- Approve the claims for payment,
- Acceptance of City Cash Control Statement.

All present in favor, motion carried.

### **Old Business**

Given for Old Business is the proposal by Frazee Electric for the replacement of existing outside lights on the City Office, the Police Garage and the Firehall. Thon noted the replacement would give the city the ability to apply for a rebate through the 'Green Step Cities Review Program that would be applied for through Ottertail Power Company, if completed in 2016.

MOTION by Jopp, seconded by Miosek to approve the proposal given by Thon to replace the lighting and to apply for the rebate from Ottertail Power Company as offered. All present in favor, motion carried.

### **New Business**

First item under new business is the results heard from the Truth in Taxation hearing. Because the raise in tax percentage did not exceed state guidelines, no action needed to be taken.

Second under new business is Resolution 1212-16A Approval and Certification of the 2017 Operating City Budget.

MOTION by Miosek, seconded by Jopp to approve Resolution 1212-16A, Approval and Certification of the 2017 Operating City Budget. All in favor, motion carried.

MOTION by Jopp, seconded by Julius, to approve the request by the Frazee Fire Department to allow the serving of alcohol in the Fire Hall during their Annual meeting to be held January 11, 2017. All present in favor, motion carried.

MOTION by Miosek, seconded by Quart, to approve Resolution 1212-16B: Review and Approval of the 2017 Fee Schedule. Anderson noted that there are no changes from the prior year's fee schedule. All present in favor, motion carried.

Anderson noted that with the coming street project, the city has seen the need to do a type of deferment for the elderly who may be unable to afford the expenses incurred from assessments. With several elderly living in that area under a fixed income, the city has put together a resolution giving those who are able to prove their income falls under the guidelines of only Social Security or military pay the ability to defer special assessments until their situation changes.

MOTION by Jopp, seconded by Julius, to approve Resolution 1212-16C: Resolution for the Option of Deferment for Special Assessments. All present in favor, motion carried.

MOTION by Jopp, seconded by Julius to approve Resolution 1212-16D, Resolution agreeing to Maintain the Facility after the Hwy 87 project. It was noted that the Highway 87 project will be conducted in 2021 and with this motion we as a city have agreed to maintain the trails, and bike paths should they be installed. All in favor, motion carried.

MOTION by Julius, seconded by Quart to approve Resolution 1212-16E Adoption of the Becker County All-Hazard Mitigation Plan. It was noted that the point of contacts could not be changed without the approval of those listed as contacts. All in favor, motion carried.

MOTION by Quart, seconded by Miosek, for the approval of Becker County Resolution 12-16-1E Support of Transportation Alternatives Program (TAP) Grant Application by the City of Frazee. All present in favor, motion carried.

Anderson began discussion of the idea of a creation of a small camping area on City Property South of Essentia Health Care and West of the Ottetail River on South River Drive. Anderson noted that there is, at this time, no facility for people to stay when they come to Frazee. There is room for 5-7 camp pads with the potential of a small shelter and future possibilities of water, sewer and electricity. MOTION by Jopp, seconded by Julius to approve the proposal and to move forward with plans for the campsites. One item noted was the importance of adding electricity as soon as possible. All in favor, motion carried.

Final item under New business is the Motion by Jopp, seconded by Miosek to allow the serving of alcohol by the people who will be having an event at the former Hostel Hornet. All in favor, motion carried.

### **Staff Reports**

***Jolene Tappe, Event Center Manager***, reported a loss in November of 2561.26. She noted however that December showed to be an awesome month. No repairs are scheduled.

***Tanya Mastin, Liquor Store Manager*** reported the loss of \$6864.13 for the facility. Mastin submitted her resignation as Manager of the Liquor Store. Her last day will be December 23<sup>rd</sup>. She noted that she has met with Mayor Lutdke and Administrator Anderson and discussed the time line. She has schedules in place until mid January.

MOTION by Jopp, seconded by Julius to accept the resignation of Tanya Mastin, Liquor Store Manager. All in favor, motion carried.

Anderson noted that the application deadline for the position is December 28<sup>th</sup>. She also noted that if shift schedules do not cover the times there is always the possibility of closing the doors temporarily, but that will need to be addressed at a later time.

***Tyler Trieglaff, Police Department***, reported 150 calls for the month of November which is up about 30 calls from last year. The department is looking at squad car cameras. The City has received a couple of applications for part-time employment. Trieglaff is looking at Council for guidance on how to proceed. It was noted that Administrator Anderson and he could give the oath and we would bring the PERA approval to the council next month.

***Tyler Trieglaff, Frazee Rescue Squad***, reported 19 calls in November with 12 in town. They have gone to 215 year to date. Officer Ryan Aho is considering joining the squad now that he has moved closer to town. Tyler has noted a thank you for allowing the squad to be part of this community.

***Albert Doll, Fire Department***, reported 5 calls in the month of November, with 3 being mutual aid with 123 hours of service. They have had 1274 call hours to date. The Fire Department had a training with a burn trailer and are planning an ice rescue. January 25<sup>th</sup> will be their meeting with the townships. This has been moved up by request of the covered townships to give them more information before their annual meetings.

***Larry Stephenson, Public Works Superintendent***, reported 3,411,000 gallons of water were pumped in November. 12 gallons of Fluoride were added. 2.6 million gallons were

pumped out to the Waste Water Treatment Plant for Treatment. The city had 1.66” of precipitation in the month of November. Snow plowing has been an issue the last few days with people leaving their cars out on the streets. The department has built an attachment to the loader to help with snow removal. City engineer, Chris Thorson, has talked about adding Cherry to the planned spring/summer street project. Thorson will look into the costs estimates.

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

### **Council Member reports**

EDA –Ludtke noted that the EDA has paid the Small Cities fund back for the purchase of the Business Center. They have decided to go ahead with the purchase agreements with Jim Anstadt, the laundromat and Pat Furey, the old Funeral home. These buildings will be taken down hopefully in the same time frame as Gary’s Furniture building. That structure is under the County control. Stephenson noted that the meter has been pulled and all the rest will be pulled out during the demolition process.

PUBLIC SAFETY – No meeting.

PLANNING AND ZONING – No meeting. Cancellation to the inclement weather.

PERSONNEL AND FINANCE – Will be on the hunt for a new Liquor Store Manager.

PARKS & REC- No meeting

LARL- Still holding their own. The Lake Agassiz Library is seeking an individual to replace Patty Nunn.

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**

Anderson noted the city thanks to Donna Ouart and David Jopp and their years of service to the City of Frazee. She welcomes Mike Sharp and Mark Flemmer.

Anderson also noted the upcoming 125<sup>th</sup> anniversary coming events. There is an event at the Fire Hall on Saturday and on December 31<sup>st</sup> there will be a 1 – 2 – 5 burgers for \$1.25 and tap beer \$1.25. That day there is a scheduled wedding at the Event Center that promises to be one of the biggest ever, so will be a busy day. Anderson also asked Chris Thorson, Ulteig Engineering on the time line for the bids for the spring project and he added his note on the hope of a bonding bill to be passed before that date. It was decided to do a February Public hearing.

Having no further business, meeting was adjourned at 7:45PM.

ATTEST;

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Marian Estenson, Deputy Clerk