

CITY OF FRAZEE

REGULAR COUNCIL MEETING

Monday, February 13th, 2017

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 Mark Flemmer, Bonnie Julius, Ken Miosek, and Mike Sharp. 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; TamiJo Hopwood, Liquor Store Manager; and Jolene Tappe, Event Center Manager.

Ludtke led the meeting with the Pledge of Allegiance.

Open Forum

No one present for the open forum.

Consent Agenda

Ludtke noted that the agenda did not include the Council Members reports. They would follow the same order as usual.

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

- Approve the minutes from the January 2017 Regular Council.
- Approve the claims for payment.

All present in favor, motion carried.

Old Business

Ludtke read the City of Frazee, Firearms at Work Policy. The City establishes a policy whereby employees who have a valid 'Permit-to-Carry' are allowed to do so.

MOTION by Miosek, seconded by Flemmer to approve the City policy regarding Firearms at work. Flemmer noted that the document had been reviewed by City Attorney Charles Ramstad. All present in favor, motion carried.

New Business

First item under new business is the application for gaming permit by the Smokey Hills Chapter Minnesota Deer Hunters Association. Event is set for April 29th, 2017 at the Event Center.

MOTION by Julius, seconded by Miosek to approve the gaming permit for the Smokey Hills Deer Hunters Association. All present in favor, motion carried.

Second under new business was a presentation by Bob Koshnick, MD; Jason McCoy, Partnership 4 Health; and Karen Crabtree, RN. Their proposal is that the City of Frazee adopt the policy allowing cigarette sales to individuals only over the age of 21. Koshnick stated physical reasons that individuals younger than 21 should not smoke. McCoy explained that the City of Frazee would be the first in the State of Minnesota with such a policy. Crabtree, who is the manager of Becker County Energize noted the health of the community would improve. Their request is to be able to present this proposal to the Public Safety Committee.

MOTION by Flemmer, seconded by Miosek to allow them to take this proposal to Public

Safety.

Presenting a proposal for the Smokey Hills ATV Trail Club is Gary Negen and Alex Meyer. Negen explained that the Club is not able to receive funds so must seek a 'sponsor'. They have asked the neighboring city of Wolf Lake and the area townships but have not able to find a sponsor within that group. They are asking Frazee to sponsor this venture. Sponsorship means only that the funds would come into Frazee and be sent to them for distribution. Ludtke asked Negen and Meyer how many hours a month this would add to the city workload. It was noted approximately 10-12 hours. Ludtke also stated that the taxpayer in the city limits could not be asked to pay for the effort so would some of the funds be brought in for the City also. This would go before the Parks and Trails committee who will meet to discuss this before giving an answer. Anderson asked Meyer if the DNR would have the workers comp insurance to cover the volunteer hours. It was noted that the DNR carries enough insurance for all efforts. An answer would be given to the club at the city next council meeting.

MOTION by Miosek, seconded by Julius to give this discussion to the Parks committee. All present in favor, motion carried.

Anderson reported that she had met with Mahube-Otwa, Action Partnership regarding their desire to remodel the interior of the Business Center. They would like to rearranged the configuration of offices and to remodel the entire interior. In that effort, they are requesting a long term lease, up to 15 years. Council is referring back to the EDA for the decision. Their partnership will do all the work, with no commitment from our staff.

MOTION by Miosek, seconded by Sharp, to refer the proposal to the EDA. All present in favor, motion carried.

By the request by Council Member Sharp, the discussion regarding the Comp Plan was presented to Council. Sharp noted that the comp plan is good but outdated and would like to look further into it. Ludtke noted that although it was his desire to work on it last year, Jonathan Smith left the city so it has been tabled. Ludtke also noted that discussion of the comp plan is on the agenda for the planned retreat. Anderson noted that the process could be expedited, community input would need to happen, Ulteig Engineering would do an infrastructure capital improvement plan and a committee would need to be formed. Council consensus that this effort would fall under the Planning and Zoning Committee.

Chris Thorson, Ulteig Engineering read through the bridge report noting the repairs that are needed. It was decided that he would get together with Stephenson to go through it and look at the locations of the areas addressed.

Chris Thorson, Ulteig Engineering addressed the council regarding Resolution #0213-17A, Resolution Receiving Feasibility Report and Calling the Hearing on Improvements for the South East area of Town, Cherry Ave and Main Ave West. Thorson noted that this is the 4th revision of the project with the recently addition of Cherry Avenue resurfacing. Noted is the different elements of the project. He also considered the possibility of reaching out to the contractor that won the bid from last year.

MOTION by Flemmer, seconded by Miosek to approve Resolution 0213-17A Resolution Receiving Feasibility Report and Calling Hearing on Improvement. All in favor, motion carried. The hearing will be held at 6:01 on Monday, March 13th proceeding the March Council meeting.

MOTION by Sharp, seconded by Julius to approve the proposed contract presented from ProSweep for the Sweeping of City streets for 2017. All in favor, motion carried.

Staff Reports

TamiJo Hopwood, Liquor Store Manager reported a profit for the facility. Hopwood noted several items to consider. She is looking at how payables are done. MOTION by Miosek, seconded by Julius to allow payment of invoices during the same month as receipt of product to create a more accurate sales picture. All in favor, motion carried. She noted that she is working on methods to allow a bar tab, add food to the facility and inventory control.

Jolene Tappe, Event Center Manager, noted that TamiJo has been great to work with. She is also reporting that she has had several bookings for the 2018 season.

Tyler Trieglaff, Police Department, reported 136 calls for the month of January. They are starting with the new computer system with in-squad computers and card readers. The department 2 extra officers are working out well. Trieglaff noted that the water pump in the squad car will be repaired but it is under warranty.

Tyler Trieglaff, Frazee Rescue Squad, reported 16 calls in January with 6 in town. February is looking to be even busier for the squad. One member attended a trauma training event in Fargo. They are taking the rig to Fergus Falls for a routine inspection. As always, the squad is in need of members.

Albert Doll, Fire Department, reported 3 calls in the month of January. The Department had 74 call hours. One call was a mutual aid in Detroit Lakes, one in Burlington Township and one in Silverleaf Township. There were 86 hours of training. There were 2 group training events and some individual trainings. The Fire Department will be burning the Height of Land Townhall to train this spring. Ads will be placed in the paper seeking more firefighters. 4 will be retiring.

Larry Stephenson, Public Works Superintendent, reported 4,048,000 gallons of water was pumped in January. 15 ½ gallons of Fluoride were added. For the year of 2016 50,608,000 gallons were pumped. Stephenson noted that the City of Frazee is permitted to pump 70 million gallons annually. 2.99 million gallons were pumped out to the Waste Water Treatment Plant for Treatment.

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

Council Member reports

EDA – The EDA held the elections for the coming year. Jon Olson is President, Ludtke, Vice-President. Equipment was sold from the laundromat that is now owned by the EDA. Ludtke, Brad Bender and Ashley Renollet are looking into the purchase possibilities of property owned by David Burkel on Highway 10. Other issues discussed are the camping site possibility along River Road, zoning issues and the possibility of creating a mission statement.

PUBLIC SAFETY – Flemmer noted that discussion during public safety was regarding the Firearms issue that had been addressed in the January council meeting. Trieglaff noted that if there are issues regarding drug activity, 9-1-1 needs to be called.

PLANNING AND ZONING – The Dollar General was on the discussion by Planning and Zoning along with the Burkel property.

PERSONNEL AND FINANCE – Miosek noted that the personnel Committee addressed the gun ordinance as considered during the January Council meeting.

LARL- Julius noted that the new librarian is Andrew LaSart and he has started working.

PARKS & REC- Did not meet.

LIQUOR- Met and discussed the items that need updating and changed within the Liquor Store. Discussed the cost factors. The proposed kitchen would need to meet the new fire rating standards and the on-sale needs a new ambience as well as remodeling of the off sale. Several new part time employees have been hired.

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

Clerk/Treasurer Report

Anderson reported that the City office would be closed on Presidents Day. Council members were presented with the sweat shirts that were ordered. A new logo was added to them to show the council a different look other than the school and the big turkey. The logo showed a logger and illustrated toward the logging industry. Anderson noted that the city did not receive the TAP grant. Anderson noted that the city would reapply. The project of Lake street has been moved back to 2022. Other items noted are Anderson reported that she would not be attending the Clerks conference in Treasure Island, looking at Mark Kelly property as a regional park, and the idea behind the purchase of the Burkel property. Having no further business, meeting was adjourned at 7:10PM.

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

ATTEST;

Marian Estenson, Deputy Clerk