

CITY OF FRAZEE

Public Hearing

Monday, March 13th, 2017

6:01 pm

Public Hearing on Improvements

The public hearing of the Frazee City Council was called to order at 6:01 pm by Mayor Hank Ludtke. Council members present were Mark Flemmer, Bonnie Julius, Ken Miosek, and Mike Sharp. The public hearing on the Street/Utility improvements was led by Chris Thorson, City engineer from Ulteig Engineering. Thorson noted that this project had been planned for 2016 but because of the funding that did not happen, the project did not happen. The city had excellent bids but had to forgo the project. Thorson went through the entire project parameters, most of which are the same as 2016 along with the addition of Cherry Avenue. Public in attendance were: Ramona Ulschmid, Rosella Sprouls, James Henn, Kevin Niemann, Bob Ostermann, Mark & Mary Kemper, Paul Christenson, Nancy Christenson, Richard Shipman and Linda Riebe. Some of the questions fielded regarded how the project would impact certain residents, the reason why some areas will not need infrastructure replaced and how back lots and side lots would be billed. It was also noted that the numbers given last year could be different depending upon the bids that come in this year. Other areas of concerns are sidewalks on Maple Avenue, better drainage, and the assessing of an East Hill Drive resident. Council member Sharp asked Thorson for an explanation of the deferred assessment resolution that was passed last year. That policy gave the City an option of deferring assessments in the case of low income until the property changes hands. Anderson noted that the deferred assessments will not accrue interest. It was also noted that until bids are let, no more detailed timelines are available.

REGULAR COUNCIL MEETING

Monday, March 13th, 2017

6:50pm

The regular meeting of the Frazee City Council was called to order at 6:50 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, Robert Tollefson for Fire Chief Albert Doll; TamiJo Hopwood, 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 Joan Ketter from the Lakeside Cemetery Committee. Ketter reported that the committee has all but dissolved. She noted that the funds in their account were used for the Columbarium and what small amount remains will go for flowers or possibly a veterans memorial. Stephenson, the cemetery sexton asked where they were thinking for placement of the veteran memorial. Ketter thought either by the columbarium or in the center flower bed.

Second in attendance for the open forum was Andrew LaSart, the new Library Link coordinator. LaSart noted that February was his first full month in the position. The circulation was typical. He is looking at starting the youth program but changing the dates

from Tuesdays to the second Mondays at 9:00. He also noted the 'Food for Fines' program offered. Fines could be paid by bringing non-perishable food for the food pantry. Flemmer asked LaSart regarding the idea that the pageant candidates are considering making the tiny neighborhood libraries and LaSart noted that he would have books to add to the collections.

Consent Agenda

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

- Approve the minutes from the February 2017 Regular Council;
- Approve the minutes from the February 16th, 2017 Rezoning Public Hearing;
- Approve the claims for payment.
- Approve the Cash Control Statement.

All present in favor, motion carried.

Old Business

Present for the Smokey Hills ATV Trail Club is Gary and Karlene Negen. Negen noted that the County has turned them down for the sponsorship of their project. Sharp noted the frustration the club is facing and the county would have been a great fit.

New Business

First item under new business is the application for a gaming permit for the Frazee Area Community Club for the Raffle Conducted in the White Pine Room for their annual \$52.00 raffle.

MOTION by Miosek, seconded by Sharp to approve the gaming permit for the Frazee Area Community Club. All present, with Flemmer abstaining, in favor, motion carried.

Flemmer abstained because he is president of the organization.

Second under new business was the application for an Annual Gambling Permit for the Frazee Lions Club to be conducted at the VFW Club, Post 7702, 120 Main Ave West.

MOTION by Flemmer, seconded by Julius to approve the application allowing the Lion's Club of Frazee to conduct gambling at the Frazee VFW Club, Post 7702. All present in favor, motion carried.

Third under new business is the request by Patrick Furey for a 3.2% liquor license for the Zee Lanes beginning now through June 30, 2017. The fee will be prorated for expiration when the new annual liquor licenses in town are renewed.

MOTION by Julius, seconded by Miosek to approve a 3.2% liquor license for Patrick Furey for Zee Lanes at 106 Main Ave W. All present in favor, motion carried.

Under New business is the approval of the contract for City of Frazee Assessors Wesley L. Hegna and David J. Johnson.

MOTION by Miosek, seconded by Sharp, to approve the annual contract for the assessors. All present in favor, motion carried.

Also presented under new business is the contract for Steve's sanitation.

MOTION by Sharp, seconded by Flemmer to approve the contract for Steve's Sanitation. All present in favor, motion carried.

Final item under new business is Resolution 0313-17A – Resolution ordering improvement and Preparation of Plans for the Southeast Area of Frazee, Main Ave West and Cherry Avenue. Thorson noted that this is a typical resolution and all plans are the same as last year along with the addition of Cherry Avenue. Thorson also would like the Council to

consider putting the project on a fast track. He noted that because of the bonding situation there are many cities who set their projects aside last year and now are looking for picking them up again as well as cities who have new project this year.

MOTION by Miosek, seconded by Flemmer to hold a special meeting at 6:00PM March 27th for approval of plans. All present in favor, motion carried.

MOTION by Julius, seconded by Miosek to approve Resolution 0313-17A-Resolution ordering improvement and Preparation of Plans for the Southeast Area of Frazee, Main Avenue West and Cherry Avenue. All present in favor, motion carried.

Staff Reports

TamiJo Hopwood, Liquor Store Manager reported the loss of over \$20,000 for the liquor store. She noted the explanation is a simple one. Last month the council gave approval to allow the office to pay the bulk of her invoices in the month they are incurred to give a more accurate view of the profit and loss of the liquor store entity. This month shows one and a half months as well as the pay out of benefits for a full-time employee that is no longer working there. Hopwood reported that she is looking at solutions for the need for a kitchen. The cost of a hood is particularly daunting. Flemmer asked what Hopwood would consider her top 10 needs. She noted the top three are Food, Remodel of On Sale and shelving for the Off Sale. Kitchen being priority. Sharp asked if a caterer had been considered. Cost of that idea was noted as an issue. Anderson thought a lease may be an option.

Jolene Tappe, Event Center Manager, noted a loss in the month of February. March has been quiet also but is picking up along with upcoming banquets and benefits. Tappe reported that the floor scrubber quit and being under warranty, it needed a new battery and at the cost of \$150.00 it was now as good as new. Tappe was looking at the idea of an extended warranty agreement. Also, she would like council to consider the need to paint the facility. The council asked Tappe to get a couple of bids.

Tyler Trieglaff, Police Department, reported 125 calls for the month of February. Trieglaff noted that the new computer system was not showing reports of the out of town assists so he needed to figure out a way to get better reports. One of the squad cars had a water pump replaced. It was under warranty. Training coming is the 'Use of Force' as well as Tazor. Trieglaff also noted that he had server training for the liquor store yesterday. That training consisted of 'Over pouring, ID's and ways to keep all safe.

Tyler Trieglaff, Frazee Rescue Squad, reported 23 calls in February with 12 in town. He is wondering about getting an AED for the Event Center. Anderson is talking to the Co-op about the purchase of one at a lower cost.

Robert Tollefson, Fire Department, reported 4 calls in the month of February. 2 false alarms, 1 miscellaneous and one structure. There were 112 call hours and 186 training hours. They will be holding township meetings beginning Tuesday the 14th of March. Physicals are planned for Wednesday and the Auction is the 25th of March. The department is looking for 3-5 new firemen. 3 applications have come in. Kasowski and Maves retired on Wednesday last week.

Larry Stephenson, Public Works Superintendent, reported 3,512,000 gallons of water was pumped in October. 13 ½ gallons of Fluoride were added. 2.72 million gallons were pumped out to the Waste Water Treatment Plant for Treatment. The city had 1.12" of

precipitation in the month of February. Stephenson also discussed the City-wide clean-up that is coming, and the fire hydrants that are being painted.

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

Council Member reports

EDA – Ludtke reported the discussion during the meeting dealt with the buildings that will be torn down. A grant was received to pay for the first phase of asbestos testing. They are also looking at the Mahube-Otwa building and their desire for a long term lease. No word has come from the hotel. Anderson noted that we are looking at contacting Andrew Gag regarding the delinquent RBEG loans to get them off the books and looking for more funding for community projects.

PLANNING AND ZONING – Sharp noted the discussion was about the comp plans and what that would entail. He noted that they liked the last one. Anderson noted she would look at costs.

PARKS & REC- Ludtke reported meeting and discussing the various parks and the different needs for each one. Council discussed the needs even for the town lake shelter. MOTION was made by Sharp and seconded by Julius to accept the Council Member Reports as presented. All present in favor, motion carried.

Clerk/Treasurer Report

Anderson reported the path that has led us to consider the USTI financial system. Colleen Hoffman, City auditor has approved the software. Anderson is looking for council approval to update to this system.

MOTION by Miosek, seconded by Flemmer to approve the purchase and use of a CDARS fund to purchase this. All in favor, motion carried.

TamiJo asked if the council would approve of her purchase of a new POS system for the liquor store. It was decided that the council would add this to the March 27th meeting agenda to consider a system that she would find.

Anderson noted that she is going to St Paul on March 23rd looking at legacy funds and trying to lobby for the bonding bill.

She also reported that the lease agreement for Mahube-Otwa is at the Attorney's.

Anderson also reminded council of the Becker County Transit open house at the Fire Hall is March 21st.

MOTION by Julis, seconded by Flemmer to approve City Clerk/Treasure report as presented. All in favor, motion carried.

Having no further business, meeting was adjourned at 8:20PM.

ATTEST;


Marian Estenson, Deputy Clerk