

CITY OF FRAZEE

REGULAR COUNCIL MEETING

Monday, May 8th, 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, and Tom Winter, City attorney. Ludtke led the meeting with the Pledge of Allegiance.

Open Forum

Present for the open forum was John Okeson, County Commissioner. Okeson gave the council updates on the Asbestos cleanup in Gary's Furniture building, the Becker County Jail and the consideration of a remodel for the old jail.

Consent Agenda

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

- Approve the minutes from the April 2017 Regular Council.
- Approve the minutes from the April 18th Board of Appeal and Equalization,
- Approve the claims for payment.
- Acceptance of the City Cash Control Statement,

All present in favor, motion carried.

Old Business

Present at the meeting was Tom Pace from the Minnesota Department of Transportation and Chris Thorson from Ulteig Engineering. Pace reported to the council the time line for the Highway 87 project coming down Lake Street from the over pass through town. He noted that the project is scheduled for mill and overlay and if the City of Frazee partners with them it would be of a great savings for the city. Chris Thorson and Anderson have discussed the project from the City perspective putting in a shared use path for the entire area. This would give walking and bike access all along Lake Street. Thorson gave maps to the council showing the proposed path. It was also noted that the City will apply for a TAP Grant for the project area. That could potentially be a huge savings. MNDOT would pay for the surface, the grant would be of help and the infrastructure would be covered through the City of Frazee assessment policy. An official request must be made as soon as possible to MNDOT to cost share with this project. This time is needed so they can proceed with the design segment of the project. Thorson also noted that the school will have bump-outs for ADA compliancy. Cost estimates by Thorson is \$640,000 for sidewalks, lighting, trails, benches and trash cans. The TAP grant would cover approximately 80%. Pace also reported that the project will continue along the rural section of Highway 87 to widen the road to allow safer travel for the Amish community. Pace also noted that MNDOT is going ahead with the project even if the city does not participate with them. The resolution will

assure them of the city intent.

Second under old business, Chris Thorson apprised the city of the process in consideration for the street in front of the Dollar General parcel. Thorson noted that they are proceeding a lot faster than we had anticipated. We will have to move ahead as quickly as possible to do the street in front of them if we want it done before they open their doors. A preliminary engineering report will be presented to the council on May 23rd. Receiving the reports and call the hearing date will be May 25th with the notice going in the paper the following week. Gale will hold the paper for the notice. The public hearing potential date will be June 26th with construction to begin by July 20th to be completed in August or September.

The third item under old business is the handicap ramp in front of the Hostel Hornet. Tom Winter, city attorney reported that he has sent a letter to Michael Mercil with a public hearing set for June 12th. It was noted that the County had never given approval for Minge who was the original owner of the building when the ramp was placed. The city gave approval contingency upon County approval and that approval was never obtained.

New Business

TamiJo was present to begin discussion regarding Sunday Liquor sales. Hopwood noted that she would not like to see the establish open before noon on Sunday. Her preferred hours would be 12:00:-6:00 for the off sale and the on sale may be different depending on whether we have food. Hopwood also noted that although a motion need not be made, she would like to inform the council that once a food license is obtained, we can allow underage admittance to the bar. The 'bar' will actually be considered a 'restaurant' at that time so age restrictions will not be a factor.

MOTION by Miosek, seconded by Flemmer to approve the liquor licenses presented. The three presented were the All in All, Frazee Family Foods and the Frazee VFW Post. Anderson noted that she is waiting for the application from Zee Lanes. All present in favor, motion carried.

Mayor Ludtke announced a proclamation declaring July 27th through the 30th as Turkey Days. This proclamation allows the various clubs and businesses to participate in the celebration.

MOTION by Sharp, seconded by Julius to approve the Proclamation regarding Turkey days as presented by Ludtke. All in favor, motion carried.

Mayor Ludtke announced a proclamation declaring June 10th to be Ronald McDonald Run day. He also invited all residents to come downtown to participate in a variety of activities planned.

MOTION by Miosek, seconded by Sharp to approve the Proclamation regarding the Ronald McDonald Run Day as presented by Ludtke. All in favor, motion carried.

Present at the council was Larry Quade who was requesting council to approve the VFW to sell behind their establishment for graduation celebrations. Trieglaff, Police Chief noted that he would need either the manager or the Post President to stop in and discuss their plans.

Anderson presented Resolution 0508-17A, changing the fee schedule. She noted that the County is adding recycling totes to the city and we must pay for those totes. She is requesting the council approve a .70 raise to the recycling charge for 1 year. Anderson

noted that Steve's Sanitation will be tracking the recycling totes that will be used for single stream recycling.

MOTION by Flemmer, seconded by Julius to add .70 charge to the existing \$5.00 recycling fee. All in favor, motion carried.

MOTION by Miosek, seconded by Sharp to accept the bids for the South East area/ East Main Street/Cherry Avenue project. All present in favor, motion carried.

MOTION by Julius, seconded by Sharp to approve the Resolution Ordering Preparation of the report on the Improvements. All in favor, motion carried.

MOTION by Miosek, seconded by Julius, to allow the temporary street closure requested by the Community Club for June 10th, the Ronald McDonald Run Day. All in favor, with Flemmer abstaining by reason of his presidency of the Community Club, motion carried.

MOTION by Sharp, seconded by Miosek, to allow the temporary street closure requested by the Community Club for July 28th – 30th, Turkey Days. All in favor, with Flemmer abstaining by reason of his presidency of the Community Club, motion carried.

MOTION by Miosek, seconded by Julius to approve the Application for Gambling by the Knights of Columbus. The gun raffle will be December 3rd. All in favor, motion carried.

MOTION by Miosek, seconded by Sharp to approve the Application for Gambling by the Frazee Wrestling Boosters. The raffle will be held during Turkey Days at the Demo Derby site. All in favor, motion carried.

MOTION by Sharp, seconded by Julius to approve the Application for Gambling by the Community Club. The drawing will be held at the White Pine Room on November 1st. All in favor, with Flemmer abstaining by reason of his presidency of the Community Club, motion carried.

Resolution 0508-17D was presented to allow the graduation parties to be held behind the VFW.

MOTION by Miosek, seconded by Flemmer to allow the closed area behind the VFW to serve alcohol for the graduation parties as requested by Larry Quade. It was again noted that Trieglaff would be called with details. All in favor, motion carried.

Staff Reports

TamiJo Hopwood, Liquor Store Manager discussed the remodeling of the facility. She noted that the painting was near completion, the bar was also near completion. Beginning this last Tuesday, they held a Trivia night that went very well. The company has a following already. They would also have Karaoke on Fridays. Hopwood also asked council on their opinion on holding a contest of a name change for the Third Crossing Bar. She received a positive response. Both Julius and Sharp noted that the upgrades look really good in the bar.

Jolene Tappe, Event Center Manager, reported a quiet month. She did have a large wedding and the Deer Hunters held their banquet. She is still looking at bids for the painting that is needed. She is looking ahead to a busy wedding season.

Tyler Trieglaff, Police Department, reported 160 calls for the month of April with 545 year to date. They are looking ahead at some training and also need to qualify for firearms. They are looking at purchase of used squad car computers for \$500.00. Cost would be \$2600 for new. Trieglaff also noted that a couple of letters were sent out for blight.

Tyler Trieglaff, Frazee Rescue Squad, reported 17 calls in April with 11 in town. The annual meeting is May 8th. The squad purchased a couple of camper steps and they have worked out well. Their pancake breakfast is scheduled for Sunday, June 4th.

Albert Doll, Fire Department, noted that 4 candidates have been interviewed for the fire department. One will be brought on. Adam Walker will be put on probationary status. MOTION by Miosek, seconded by Julius, to approve Adam Walker as a probationary firefighter. All present in favor, motion carried.

Doll discussed the SOG, Standard Operating Guidelines, that he had put together for council approval. Miosek noted his desire for zero tolerance on alcohol consumption for firefighters at the scene of a fire call. Another item of discussion is their desire to handle disciplinary action 'in house'. Winter stated that that should be separate from the fire department. Doll would bring it to the personnel committee who would deal with any issue. Anderson reported that one of the seminar's that she had attended last week dealt with data security within the fire department and also alcohol consumption within the city buildings. Their advice was no consumption at any time even for special events. Doll suggested the difficulty involved with such a policy in obtaining and retaining firefighters. It was noted that as this department is not a true volunteer department, they do fall under city guidelines. The department had 6 calls in April with 23 year to date. 3 vehicles have had maintenance. Doll also noted that he and Joe Nelson will be in charge of pool filling.

Larry Stephenson, Public Works Superintendent, reported 3,601,000 gallons of water was pumped in April. 12 ¾ gallons of Fluoride were added. 2.67 million gallons were pumped out to the Waste Water Treatment Plant for Treatment. The city had 2.11" of precipitation in the month of April. Stephenson reported that they have been working toward the building demo, they have been helping out Hopwood on the Liquor Store repairs and setting up the various parks around town as well as mowing season is upon them. The compost site is open with hours posted.

MOTION by Julius, seconded by Sharp, to accept all staff reports as presented. All present in favor, motion carried.

Council Member reports

EDA – Ludtke noted that 4 loans of \$5000 each have been approved by the EDA. They are planning a special meeting to approve a go-ahead to partner with the County EDA for asbestos mitigation and building removal. The comp plan was also discussed.

PLANNING AND ZONING – Sharp reported for the Planning commission. They discussed the comp plan. Also in discussion is the camp site idea for the area along River drive. They decided that it would not be a good fit. Other camp site ideas were brought up for consideration but no consensus. Also considered was the zoning ordinance that could use an upgrade.

PERSONNEL AND FINANCE – No meeting.

PARKS & REC- No meeting
LARL- No report.

PUBLIC SAFETY - They had discussed street closures, junk cars and what to do regarding the ramp in front of the Hostel Hornet. Flemmer noted an upcoming event addressing issues of Meth and Heroin use on September 25th. They will have a couple of speakers.

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 she had attended the MMCI conference. She noted that one of the issues many cities have is employee retention. Frazee is a great city. Anderson noted some areas she is working on: the purchase of Mark Kelly property with legacy funds, a master plan.

MOTION by Sharp, seconded by Flemmer to accept the City Administrator report. All in favor, motion carried.

Having no further business, meeting was adjourned at 8:15PM.

ATTEST;



Marian Estenson, Deputy Clerk