

CITY OF FRAZEE
Assessment Hearing
Monday, September 11th, 2017
6:01pm

Special Meeting

The special meeting to address assessments for the 2017 Southeast Area, Main Avenue West and Cherry Avenue 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. 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 a moment of silence in memory of 9-11 and the Pledge of Allegiance.

Chris Thorson, Ulteig Engineering stated the purpose of the hearing. He noted that the sign-up sheet was located at the entrance of the room and encouraged all to sign up. Those signed up would be asked for input in order of their entry. Thorson gave a brief slide presentation on the project costs and assessment rates. Following the presentation Thorson ask for questions.

First on the list was *Matthew Abraham* of Feldt rentals, no question.

Ernest Anderson, 106 Oak Ave, no question.

Bob Osterman asked regarding location of his property lines as well as comment regarding the need to assess for street in contrast to rural development. Thorson noted that after the project was done they would help him out with his property line marking.

Kevin Niemann, 105 Oak Ave, 108 Maple Ave, 109 4th St SE, asked regarding his neighbor on Oak Avenue that was not paying assessments. It was noted by Thorson that his neighbor was paying assessments for the front side of the property, but the policy is that they would not assess property back yard footage. Niemann noted that he had property that is situated the same and he will be paying assessments on both lots. It was stated that he had homes on both lots. Niemann also asked why his assessment on the Cherry property was so much more. Thorson stated that the PFA funding was not in place for that area as there is not water and sewer running under that street. Niemann asked about the possibility of the City of Frazee abandoning the street as his opinion was that there is not enough traffic along that street. That possibility was noted. Niemann's third question was regarding the sidewalk discussion for Maple Avenue. Last year it was stated that the sidewalk was slated to run on the South side of the Street. It was now slated to run on both sides of Maple Avenue.

Richard Shipman, 207 Oak, no question.

Dan Parson, 110 5th St SE, asked regarding the reasoning for the city not to put in gas service. It was noted that the city did not have a gas utility, that it was a private company that had that utility. Parson also asked why the city allowed his neighbor to live in such an unsafe home and had questions regarding the locations of gas service lines. Ludtke noted

that his neighbor was not a rental so the city had no jurisdiction on the condition of the home and suggested that Parson called Minnesota Energy regarding gas service.

Ray Meyhoff, 204 and 206 Maple Avenue, no questions.

Mike Sharp, Council member, noted that besides the city option of giving deferral to elderly under limited income, there is a state program in place also. It was noted that the city would have that information should a resident choose to check into that option.

CITY OF FRAZEE
Truth in Taxation Hearing
Monday, September 11th, 2017
6:35pm

Denise Anderson, City Administrator, reported that the proposed levy has been completed with a raise in the levy of 9%. Anderson noted that the largest concern is health insurance for the employees that has gone up 6%. Ludtke noted that the city rates 116 out of 800 in the fiscal responsibility rating.

Meeting closed at 6:50

CITY OF FRAZEE
REGULAR COUNCIL MEETING
Monday, July 10th, 2017
6:55pm

Regular Meeting

The regular meeting of the Frazee City Council was called to order at 6:55 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; and Jolene Tappe, Event Center Manager.

Open Forum

No one present for the open forum.

Consent Agenda

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

- Approve the minutes from the August 2017 Regular Council.
- Approve the minutes from the August 28th, 2017, Special meeting,
- Approve the claims for payment.

All present in favor, motion carried.

Flemmer did request the claims earlier than inside the evening packet. Anderson noted that there are many invoices that came in just this very day.

Old Business

No business was considered under old business.

New Business

First item under new business is Resolution 0911-17A, Adoption of Assessments for the Southeast Area, Main Street West, and Cherry Avenue.

MOTION by Miosek, seconded by Sharp Resolution 0911-17A, Adoption of Assessments for the Southeast Area, Main Street West and Cherry Avenue. With no additional discussion, all present in favor, motion carried.

MOTION by Miosek, seconded by Julius to approve Resolution 0911-17B, Authorizing the Issuance and Sale of a \$272,778 General Obligation Revenue Note, Series 2017B and Providing for its Payment. With no additional discussion, all present in favor, motion carried.

MOTION by Julius, seconded by Flemmer Authorizing the Issuance and Sale of a \$120,062 General Obligation Revenue Note, Series 2017C and Providing for its payment. All present in favor, motion carried.

Next under discussion is the approval of Pay Estimates presented by Ulteig Engineer, Chris Thorson and Kris Carlson. MOTION by Sharp, seconded by Julius to approve the payment estimates as presented by Thorson. All in favor, motion carried. Anderson noted that Thorson has worked with the City of Frazee for over 20 years and we thank him for his service. We will be welcoming Kris Carlson as our new city engineer. Thorson is leaving to take a job with MNDOT.

MOTION by Miosek, seconded by Sharp to approve Resolution 0911-17D, 2018 Proposed Tax Levy. With no additional discussion, all present in favor, motion carried.

MOTION by Julius, seconded by Flemmer, to approve Resolution 0911-17E, Resolution Designating the Polling Place for the City of Frazee 2018 Election. All in favor, motion carried.

In attendance to the City Council Meeting is Colleen Hoffman, Hoffman, Phillips and Knutson, the City of Frazee Auditing Firm. Hoffman noted that the pack that she has to give the city is not bound because the individual she has hired for that position has injuries that has made her unable to create the binder. The audit will be sent into the State now, but the actual binder will not be ready to be given to the council for another 30 days. Hoffman noted several items: the completed actuary for the fire department is complete, the upcoming new financial software reports, the need to pledge some sewer money for upcoming projects, higher health care costs, PERA. Hoffman also noted that the City of Frazee is 'Rock Solid' in it's financial picture. She also noted again that segregation of duties is one of the only issues that she reports. Hoffman also went through her situation as to why she is coming to the council this late in the year and is confident that this will be resolved shortly.

MOTION by Miosek, seconded by Julius to accept the City of Frazee Financial Audit. All in favor, motion carried.

MOTION by Sharp, seconded by Miosek to approve the Gaming Permit Application/ Raffle for the Frazee Wrestling Boosters to be held November 17, 2017 at the Frazee Event Center.

All in favor, motion carried.

MOTION by Miosek, seconded by Julius to approve the Gaming Permit Application/ Raffle for the AmVets Post 612 to be held December 7th, 2017 at the VFW Post 7702.

All in favor, motion carried.

Council discussed the Comprehensive Plan / Market Study / and Community In-put Meetings. It was noted that residents are very interested in what happens to the Gary Furniture building so community in-put sessions may be well attended. Sharp felt that we could move ahead with the community in-put sessions with the Planning Commission spearheading the effort. The Commission will put together a proposal for next month's council meeting.

Staff Reports

Denise Anderson reported for TamiJo Hopwood, Liquor Store Manager who was unable to attend. She reported the loss of \$16,477.23 year to date with a profit this month of over \$1829.82. With all the changes to the facility it was decided that those numbers were very good.

Jolene Tappe, Event Center Manager, reported a \$3020.00 profit for the event center. It was a slow month but she really is happy to see software that shows her the numbers for the profit/loss.

Tyler Trieglaff, Police Department, reported 163 calls for the month of August with 49 traffic stops. Things are going well with the vehicles. There is an October meeting coming that all three full time department members will attend with coverage picked up by one of the part time officers.

Tyler Trieglaff, Frazee Rescue Squad, reported 31 calls in August with 15 in town. The Bi-annual refresher course is coming up in October. No new members have joined the squad. Trieglaff noted the difficulty of this commitment.

Albert Doll, Fire Department, reported 5 calls in the month of August. 2 were in the city, 2 in Burlington Township and one in Evergreen. There are 3 new members who they are looking at bringing on as well as an upcoming emergency driver training and auto extrication training. There was much discussion regarding the Hose testing which will be done this coming week. Other items discussed was the grass rig, SCBA's expiration and grant reception and the Red Cross Smoke alarms.

Larry Stephenson, Public Works Superintendent, reported 4,334,000 gallons of water was pumped in August. 15 ½ gallons of Fluoride were added. 2.56 million gallons were pumped out to the Waste Water Treatment Plant for Treatment. The city had 3.66" of precipitation in the month. Stephenson noted that there is only a few finishing touches left for the Lions Park and they are busy with the contractors as they do the various projects around town.

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

Council Member reports

EDA –Ludtke reported that EDA discussion was regarding the Gary’s furniture building, waiting for the final Audit numbers, doing a possible Market Study.

PLANNING AND ZONING – Miosek noted that the meeting was the longest one yet. There was much discussion regarding Blight with resident Jim Nelson in attendance, they were looking at putting more ‘teeth’ in the administration of city blight. Anderson noted there was a letter that Chief Trieglaff had drafted that will be going to review to the City Attorney for his review. Other areas of discussion was the Comp Plan and adding camping spaces in the Eagle Lake Park. With Eagle Lake Park outside the city limits, the county would have to be added to that discussion. A proposal with a rough sketch would be put together to give to the county for their consideration.

MOTION by Sharp, seconded by Miosek to approve the letter with attorney review and noted the need to be consistent. Trieglaff felt that the attorney could put together an administrative penalty fee. Sharp noted the need to hold people accountable. All in favor, motion carried.

PERSONNEL AND FINANCE – Preliminary levy was set.

PARKS & REC- Sharp reported work on the Lions park. Discussion regarding the bathhouse. Sharp felt a simple structure similar to the one used in Wolf Lake would work fine. Ludtke reported that he is waiting for word from the DNR for the coming work on the river clean-up.

LARL- Julius reported on upcoming events at the Library Link.

MOTION was made by Miosek and seconded by Julius to accept the Council Member Reports as presented.

Ludtke announced the upcoming Becker County Special Waste Collection. All present in favor, motion carried.

Clerk/Treasurer Report

Anderson noted that in speaking to Sandy Gunderson of Becker County Environmental that the amount spent for the 2015 clean up of \$5000 would not be enough. The City is looking at ways to make a city-wide clean-up work.

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

ATTEST;



Marian Estenson, Deputy Clerk