

CITY OF FRAZEE

REGULAR COUNCIL MEETING

Monday, January 8th, 2018

6:30pm

Regular Meeting

The regular meeting of the Frazee City Council was called to order following the annual Christmas Party at 6:30 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 the Pledge of Allegiance.

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:

1. Approve the minutes from the December 11. Public Hearing on Continuing municipal Liquor Store Operations,
2. Approve the Truth in Taxation Public Hearing held on December 11.
3. Approve the minutes from the December 11, 2017 Regular Council.
4. Approve the claims for payment.
5. Review of City Cash Accounts.

All present in favor, motion carried.

New Business

First item under new business is the Highway 87 Complete Streets Project for 2022. Tom Pace was present to update the council on the process. Pace gave updates happening behind the scenes relating to the rural section going out on Highway 87 East, and from the City Limits heading out to the Vergas Road. MDOT is widening the shoulders, working with the City for sidewalks and mil and overlay. Anderson noted that the city has applied for a TA (Transportation alternatives) grant. Pace noted that they will need a note of intent from the City of Frazee this spring. Pace also noted that the next few months will see a lot happening. This is a huge project with environmental concerns, huge expenses and summer long detours.

Second item under new business was the introduction of Ben Riewer, the new City of Frazee Building Official. Riewer lives just outside the city limits so we will have good access to his services. Anderson noted that there is a change to the rental inspections. The city will be doing them annually instead of the current bi-annual schedule.

MOTION by Miosek, seconded by Flemmer to state that the City of Frazee does NOT waive the monetary limits on municipal tort liability as established by Minnesota Statutes. All present in favor, motion carried.

MOTION by Miosek, seconded by Julius to approve Resolution 0108-18B Acceptance and Appreciation for the donation of \$847.77 from Mike and Michelle Sharp. This donation is being given for the betterment of the City Park System. All present in favor, motion carried.

MOTION by Sharp, seconded by Miosek to approve Resolution 0108-18C Acceptance and Appreciation for the donation of \$500.00 from the Frazee Community Club to be given for the betterment of the ice skating rink currently located in the lot of the Old Furniture Store. All present in favor, motion carried.

MOTION by Julius, seconded by Miosek approving Resolution 0108-18D expressing acceptance of and appreciation of a grant for \$7500.00 from West Central Initiative for 2018 City of Frazee Comprehensive Planning Expenses. All in favor, motion carried. Anderson noted that several bids have come in with the EDA and Planning narrowing them down to 2.

Included in the council packet is the Becker County Fire Departments Joint Cooperative Agreement for the use of Fire Personnel and Equipment. Motion by Miosek, seconded by Sharp approving the Joint Cooperative Agreement. Doll, Fire Chief noted that this agreement helped with setting a consistent language for all departments within Becker County. Rates follow the current DNR rates so this is not an outdated portion of agreement.

Old Business

The EDA and Planning Commission today met and reviewed the 7 proposals for comp plans. All were good with prices ranging from \$9,600.00 to \$40,000.00. There are two companies that are scheduled to be interviewed on the 16th.

Second under Old business is the discussion of Liquor Store Operations. Anderson is requesting council objectives, goals and time frames in which to run the operation. Anderson noted that the meeting held earlier turned into a public hearing instead of special meeting so she left confused as to the council directives. Ludtke noted that he would like to see how January goes and would like to close Sunday operations after the Super Bowl is over. Ludtke also noted the need to cut back on staff. Flemmer noted that he would be more clear of his thoughts after the MMBA comes in on the 17th and 18th to meet with Meghan Eastman, the Manager. Miosek stated that the operation will need to show a profit for the 2018 year and Sharp felt that by the end of year he would be interested in seeing a transfer from there into the City General fund. It was also noted that Liquor Store improvements could be incorporated into the City of Frazee new Comprehensive Plan. It was also noted by Miosek and Anderson that funds used for the Liquor Store DO NOT come from tax payer dollars and is a stand-alone enterprise fund.

Staff Reports

Jolene Tappe, Event Center Manager, reported a slow December. This has given time for the facility to be painted. Chad Schmit is painting the interior and is doing an exceptional job. Tappe noted that she is preparing for the upcoming busy season. Tappe also noted that she has taken back management of the White Pine Room. This is not a busy facility but has value nevertheless.

Meghan Eastman, Liquor Store Manager was not present at the meeting.

Tyler Trieglaff, Police Department, reported 55 traffic stops alone for the month of December with 1815 total calls for the 2017 year. All the equipment is doing okay in this department and Trieglaff noted that he may forgo the purchase of a new squad car this year as both are running well. He did note that he would like to add a spot light to the older car. It has less mileage than the new vehicle. Trieglaff also noted that he is doing up a letter to the County Engineer to ask to move out the speed sign now that the Dollar General is on that end of town.

Tyler Trieglaff, Frazee Rescue Squad, reported 26 calls in December with 13 in town. 264 for the year of 2017. The squad has added one new member. Training was held in December to learn about the new medications that they will be carrying with on the rig. The sled is on the trailer in case.

Albert Doll, Fire Department, reported 7 calls in the month of December with a total in 2017 of 61, and 308 man hours in December with 1065 total. There is a recertification of CPR coming this month and on January 24th is the annual Township informational meeting. There are 26 on the roster with Paul Thon retiring after 26 years. The department has 4 probationary members.

Larry Stephenson, Public Works Superintendent, reported 3,813,000 gallons of water was pumped in December with 15 gallons of Fluoride added. Stephenson noted that the water test has been good with the addition of Chlorine discontinued. The City of Frazee is back to their normal water treatment methods. There was a problem with one meter which they were able to repair. 2.82 million gallons were pumped out to the Waste Water Treatment Plant for Treatment. The city had 1.37" of precipitation in the month of December. Stephenson noted that with this light amount of precipitation there has been little need for plowing. Stephenson noted that the new light on 4th and Maple has lit up the area by Dollar General a bit better but another may be needed to be added a bit further up on Maple. Flemmer noted that the skating rink looks good with Stephenson reporting the building of steps by Skoog and Tate. It was also reported that the heater is not working in the warming house. Miosek stated that he had one they could use. Ludtke stated that if there were any donations for skates, there is a need for some of larger sizes.

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

Council Member reports

Ludtke read through the 2018 Organization Resolution. MOTION by Sharp, seconded by Miosek, to approve Resolution 0108-18A, 2018 Organization Resolution as presented.
All present in favor, motion carried.

EDA – Lutke noted that the EDA met today with Planning and Zoning. Part of the meeting was closed to discuss a land purchase.

PUBLIC SAFETY – Discussion had been about the light pole mentioned in the Public Works report as well as Anderson Bus Parking.

PLANNING AND ZONING – Met with the EDA. Also discussed Jonas Zion's Change of Use

Permit instead of a Interim Use Permit.

PERSONNEL AND FINANCE – None noted.

LARL- Julius read the report. Total December circulation was 2285. Julius reported the library event of “Frazee Leaders are Readers”. Council Member Mike Sharp started the monthly event with several city leaders reading on the second Monday of each month through June. It has been well received.

PARKS & REC- No report

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, City Administrator, thanked the council and city employees for the dishes brought in for the holiday celebration. Anderson noted that the city works well as a team. Anderson also noted the numbers of project that the city has completed in 2017 and the amount of grant funding received.

Anderson requested from council a motion to separate the Frazee Third Crossing into its own checking account. The General City Account and Liquor Store Accounts were combined in January 2016 and for the sake of easier accounting the City Office would like to see the Third Crossing placed back into its own separate account. Check signers assigned for this account will be the same as other city accounts: Mayor Hank Ludtke, Vice-Mayor Ken Miosek, Administrator Denise Anderson and Deputy Clerk Marian Estenson. Motion by Miosek, seconded by Julius, that the city office be allowed to open a new checking account for the Frazee Third Crossing. All in Favor, motion carried.

Anderson also requested approval of Council to open a restricted savings account for funds for the Fire Department, Police Department and Street Department for large expenditures requiring council approval. Check signers assigned for this account will be: Mayor Hank Ludtke, Vice-Mayor Ken Miosek, and Administrator Denise Anderson. Motion by Sharp, seconded by Julius, that the City Office be allowed to open a restricted savings account for the Fire Department, Police Department and Street Department for large expenditures requiring council approval. All in Favor, motion carried.

Having no further business, meeting was adjourned at 7:50PM.

ATTEST;



Marian Estenson, Deputy Clerk