

CITY OF FRAZEE

REGULAR COUNCIL MEETING

Monday, April 9th, 2018

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 Bonnie Julius, Ken Miosek, and Mike Sharp. Absent from the meeting was Mark Flemmer. 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; Mindy Heinz, Liquor Store and Jolene Tappe, Event Center Manager. Ludtke led the meeting with the Pledge of Allegiance.

Open Forum

Denise noted that the agenda had stated that Aaron from the Detroit Lakes Water Festival had been scheduled to attend but was unable to make this meeting. They would be here for the May Council Meeting.

No one else was present for the open forum.

Consent Agenda

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

- Minutes from the March 12th, 2018 Public Hearing and the March 12th, 2018 Regular Meeting;
- Approval of City and Liquor Store Claims;
- Review of City Cash Accounts

All present in favor, motion carried.

Old Business

Addressed under Old business, Anderson reminded the council members of the Board of Equalization coming up. It was noted that two council members needed their certificates.

New Business

MOTION by Sharp, seconded by Julius to approve Proclamation, 0409-17 Declaring Frazee-Vergas Student Recognition week for May 7th through May 12th, 20 All in favor, motion carried.

Anderson did a review of Ordinance 150 'Regulating Nonessential Water Usage Upon Critical Water Deficiency as Authorized by MN Stat. 103G.291 Sub. 1 and 2' with the first reading. Public Hearing was set for June 11.

MOTION by Miosek, seconded by Sharp to approve the first reading. Second reading will be at the next council meeting. All present in favor, motion carried.

First item under new business is the proposal by Frazee Electric to change out lighting fixtures at both the City offices and Liquor Store. Paul Thon from Frazee Electric was in attendance to explain the savings in removing the old fixtures and replacing with LED

lighting.

MOTION by Miosek, seconded by Julius to approve the city-wide light change out. Sharp asked regarding the cost in relation to the consideration of expenses of the liquor store. It was noted that that both council members of the Liquor Store Committee were in favor of the change. All present in favor, motion carried.

Presented before council was the contract for the City of Frazee Assessing services by Wes Hegna and Dave Johnson. Anderson noted that the contract was the same as last year. MOTION by Sharp, seconded by Miosek to approve the contract for Wesley Hegna and David Johnson, independent Assessors. All present in favor, motion carried.

MOTION by Sharp, seconded by Julius approving Resolution 0409-18A Resolution Supporting Local Decision-Making Authority. This resolution was recommended by the League of Minnesota Cities in regards to 20-30 bills that are moving through the legislature that would limit the cities decision making abilities. All in favor, motion carried.

MOTION by Miosek, seconded by Julius to approve Resolution 0409-18B Approving a Lawful Gambling permit for the Humane Society to conduct gaming at the Third Crossing Bar and Grill located at 105 2nd Street NE. All present in favor, motion carried.

MOTION by Julius, seconded by Sharp to approve Resolution 0409-18C Approving a Lawful Gambling permit for the Humane Society to conduct gaming at the Heart of Lakes Post 7702 VFW located at 120 Main Ave West. All present in favor, motion carried.

MOTION by Miosek, seconded by Sharp to approve the Gaming request by the Frazee Area Community Club/Raffle to be held at the White Pine Room on August 16, 2018. All present in favor, motion carried.

MOTION by Sharp, seconded by Miosek in Support of a Respectful Workplace. Miosek asked if this was a recommendation by the League of Minnesota Cities. Anderson note that it was. All present in favor, motion carried.

MOTION by Miosek, seconded by Julius to approve the Contract for Ulteig to complete a boundary survey of the Lions Park. Kris Carlson noted that this should be a simple and straight forward project. All in favor, motion carried.

Anderson discussed with council the consideration of a no-parking zone on Maple Avenue west between 3rd Street SW and 4th Street SW and the striping for a bicycle lane on the south side of the Avenue. Anderson asked for discussion before she would create a resolution to this effect. Police Chief Trieglaff noted that this lane would need to get down to the lake. Council considered a bike lane all around that city block area. Sharp noted that some of the streets may be quite narrow which would create an issue. Miosek asked if the Maple Avenue Apartments have enough off-street parking to prevent this being a detriment for them. There was discussion that the width of the lane could be 5 feet instead of the proposed 10 foot lane. Carlson from Ulteig noted that 5 feet would be enough.

Staff Reports

Jolene Tappe, Event Center Manager, noted that she had a surprisingly good month. The

profit was around \$3,000.00. They fixed a water hammer in the back room so there was a plumbing cost. April is busy with the Taste the wild coming this weekend, the NRA banquet also. Tappe also asked council to consider a remodel of the bathrooms. Miosek requested that she put together a list of desired improvements.

Julius, who is on the Liquor Store committee noted that they are looking into the POS system and discussing changes to the coolers and wine displays. Food is doing well. Anderson noted that Meghan Eastman had put in her notice and she is looking for a motion to accept that resignation. MOTION by Miosek, seconded by Julius to approve the resignation of Manager Meghan Eastman. All present in favor, motion carried. Anderson introduced Mindy Heinz, who will be the lead and full-time employee for the Liquor Store. She noted that Heinz, Jeannie Brandt and Tanya Anderson all stepped up to fill the void after Eastman left. They have worked together as a team and it seems to be going well. Both Brandt and Anderson are part-time with Heinz being brought on full time. Anderson also reported that the Year-to-Date actual profit is \$22,824.43. Heinz reported the change suggestions of the wine displays, and the effort to rid themselves of older wine overstock. Several ideas were mentioned. Heinz also noted that on May 1st the Humane Society will be the vender supplying them with gambling and possibly meat raffles.

Tyler Trieglaff, Police Department, asked for Resolution 0409-18E Resolution Declaring Police Officer Eligibility in the Public Employees Retirement Association Police and Fire Plans for the newest officer Joshua Oswald. Trieglaff noted that Oswald will be part time. MOTION by Miosek, seconded by Sharp to approve Resolution 0409-18E. All present in favor, motion carried. Trieglaff also reported the receipt of a grant with which he purchased traffic cones, safety vests and wands. They have also purchased 3 Tazers. His department is considering body cameras but the procedures are public hearings, licensing and storage of media. Trieglaff reported 144 calls with 39 traffic related. The vehicles are doing fine.

Tyler Trieglaff, Frazee Rescue Squad, reported 34 calls in March with 15 in town. The Squad is planning their pancake feed fundraiser for June 10th. They are planning a group photo for the 10th of April. The rig is still down and they tried renting but that was too expensive. The squad is now driving a Subaru until all the work is done to the rig itself.

Albert Doll, Fire Department, reported 4 calls in the month of March with 15 year to date. 2 of the calls were in town with one in Height of Land Township and one mutual aid. The department had two training events this month. Adam Walker has completed his probationary period and one fireman has taken a leave of absence. They still have 3 probationary firemen. MOTION by Miosek, seconded by Julius to approve full status of Adam Walker. All present in favor, motion carried. Doll noted that they are meeting with Anderson to set up a Capital Improvement Plan. Over \$20,000 was taken in by the fundraiser. Their pancake feed is planned for July 8th.

Larry Stephenson, Public Works Superintendent, reported 5,215,000 gallons of water was pumped in March with 16 ¾ gallons of Fluoride added. 2.96 million gallons were pumped out to the Waste Water Treatment Plant for Treatment. Stephenson stated that the frozen line on the end of Willow has opened up and there has been a continuing issue with the Sewer service at Dollar General. The usage is so little that the line is freezing. Stephenson also noted that they are gearing up to begin the discharge of wastewater.

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

Council Member reports

EDA – Anderson noted that the EDA has been invited to apply for an Art’s grant. They are looking at the best usage of those funds. They went through the financial reports.

PUBLIC SAFETY – Trieglaff talked about striping for the bike trail as well as the street dance safety during Turkey days. They noted that the dance is planned for Main Street in front of the Hostel Hornet.

PLANNING AND ZONING – Miosek reported that the discussion had been ways to redo the downtown district and have better standards as well as planning for off street parking and improved signage.

PERSONNEL AND FINANCE – None noted.

LARL- Julius discussed the status of the library. She noted that Mike Sharp’s children all read 1000 books and the library numbers are good.

PARKS & REC- Ludtke noted they will be placing electrical pedestals for the camp sites. Sharp noted that the Beach Restoration will be started.

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, reported that she is involved with the Minnesota Housing Study. They are looking at a proto-type for the downtown area. Anderson also noted that she and Trieglaff will be attending the bicycle-friendly event in Perham as well as a Loss prevention workshop. Anderson also announced the receipt of a TA Grant. The State of Minnesota will grant state wide \$700,000 in funds during 2022, and Frazee will be receiving \$475,000 of that. Anderson thanked Ulteig Engineers Chris Thorson and Kris Carlson for their help with her efforts for the grant Application.

MOTION by Julius, seconded by Sharp to accept the Administrator report as presented. All present in favor motion carried.

Having no further business, meeting was adjourned at 7:40PM.

ATTEST;

Marian Estenson, Deputy Clerk