

## CITY OF FRAZEE

### REGULAR COUNCIL MEETING

Monday, May 14<sup>th</sup>, 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 Mark Flemmer, Ken Miosek, Bonnie Julius, 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; Mindy Heinz, Liquor Store lead and Jolene Tappe, Event Center Manager.

Ludtke led the meeting with the Pledge of Allegiance.

#### Open Forum

Present for the Open Forum was John Okeson, Becker County Commissioner. Okeson reported that the new jail is running ahead of schedule with the move-in date set for the end of year, 4 corners on Cty rd 29 will be worked on this summer with Sales Tax money to be used for the project and phase 1 of the airport project is being completed this summer with phase 2 being p for bids.

Erin Ryding attended with a report about the Detroit Lakes Water Festival in regards to the donation made by the City of Frazee. She noted the attendance of the Frazee 4<sup>th</sup> grade and how much they enjoyed the event. All received t-shirts.

Also attending for the open forum was Amber Bender, Turkey Day's Chairperson. Bender noted the Super Hero theme of this years event and the excitement for floats. They will be moving the fireworks to Friday evening and the dance is slated to move to Main Street between the Hostel Hornet and Bender's realty.

#### Consent Agenda

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

- Minutes from the April 2018 Regular Meeting;
- Minutes from the April 24<sup>th</sup>, 2018 Board of Equalization Review;
- Approval of City and Liquor Store Claims;
- Review of City Cash Accounts

All present in favor, motion carried.

#### Old Business

First to be addressed under Old business was the 2<sup>nd</sup> reading of Ordinance No. 150 – Regulating Nonessential Water Usage Upon Critical Water Deficiency as Authorized by MN Stat. 103G.291, sub. 1 and 2. Ludtke read the ordinance.

MOTION by Sharp, seconded by Julius to approve the Second reading of Ordinance No, 150 making it effective May 14<sup>th</sup>, 2018. There was no discussion. All in favor, motion carried.

### New Business

First item under new business were the liquor licenses renewals for All in All and Heart O Lakes VFW Post 7702.

MOTION by Miosek, seconded by Flemmer. All present in favor, motion carried.

Next item under new business Gaming Permit Application by Knights of Columbus Council 12581 at Sacred Heart Catholic Church at 202 Maple Ave West.

MOTION by Miosek, seconded by Flemmer. All present in favor, motion carried.

Third item under new business was Resolution 0514-18B, Establishing No Parking Zone Pursuant to Frazee City Code Section 6-2-8.

MOTION by Miosek, seconded by Sharp to approve Resolution 0514-18B Resolution Establishing a No Parking Zone Pursuant to Frazee City Code Section 6-2-8. All present in favor, motion carried.

MOTION by Flemmer, seconded by Miosek approving Resolution 0514-18C Expressing Acceptance of and Appreciation for a Donation of \$1,200.00 from Ottetail Power Company for the purchase of an AED for the Event Center. All in favor, motion carried.

MOTION by Sharp, seconded by Julius to allow the split of Parcel numbered 50.0234.006 owned by Wayne and Ross Mickelson. This Parcel is in the Lake View Terrace addition. Anderson noted the confusion at county level at the assessments of these parcels. Sharp reported that this split was at the Planning and Zoning Board recommendation. All in favor, motion carried.

### Staff Reports

**Jolene Tappe, Event Center Manager**, reported an OK month in April. She had done a bit more advertising but was only in the negative of \$55.00. Tappe thanked Flemmer for pursuing the donation for the AED. Also reported was an issue with the sound system which Tappe reported had been addressed and it was an easy fix.

**Mindy Heinz, Liquor Store**, reported that the changes were going smoothly. The Humane Society has been working out for the pull tabs and gambling. Heinz noted the negative numbers but attributed those to: a new beer cooler, the change over to LED lighting and annual insurance payments. The facility has new door signs and are looking to get a label maker. She attended the MMBA conference which was very educational. One thing they learned was the possibility of doing a quantity buy by partnering with area cities for liquor purchases. She would be looking into that option.

**Tyler Trieglaff, Police Department**, noted the consideration of 2 new part time officers. MOTION by Miosek, seconded by Julius to approve the hiring and PERA qualifications of new part-time Police Officers Bryan Byrne and Kyle Quittscheiber. All in favor, motion carried. Trieglaff reported 138 calls for the month of April with 42 traffic stops. Also noted was the prior weeks bicycle clinic with trail ideas. He also reported his attendance to a search and rescue training event in Ottetail. Trieglaff noted that he would be hosting a 'Home Alone' event for kids that would need to be home alone this summer.

**Tyler Trieglaff, Frazee Rescue Squad**, reported 31 calls in April. 116 for the year to date. The van is being fixed with a blown head gasket. They will be putting in heavy duty gaskets. Trieglaff noted that the annual pancake feed will be June 10<sup>th</sup>.

**Albert Doll, Fire Department**, reported 6 calls in the month of April with 21 year to date. They had 173 call hours in the last week of April. There were 4 mutual aids with a grass fire in Height of Land Township and a grass fire in Evergreen township. Trainings were a live house burn and a live water rescue on the river with 509 hours of training for the month. They participated in the 'Distracted Driving' event at the school along with Police, Rescue, fire departments from Vergas and Wolf Lake, Furey Funeral Home, Sanford Clinic, and FSADDM (Frazee Students Against Distracted Driving and More). The department is working on their capital improvement plan. Their annual pancake feed is planned for July 8<sup>th</sup>.

**Larry Stephenson, Public Works Superintendent**, reported 4,828,000 gallons of water was pumped in April with 16 gallons of Fluoride added. 2.78 million gallons were pumped out to the Waste Water Treatment Plant for Treatment. The city had 2.4" of precipitation. Stephenson reported that they were getting more aggressive in metering the multiple housing facilities, (apartment buildings and trailer courts) as well as the churches. Discharge is beginning. Their department has made it through the city-wide clean-up. He noted that although only certain items were listed for pick-up, there was a lot more including demolition materials, garbage and branches. Next time they will be even more specific in the items picked up. Also noted was that because of the charges for Televisions there were only 1/5 of them picked up in comparison to the past years. Stephenson reported how well the street sweeper is going. It will have paid for itself by the end of the summer. Also noted: they will be doing some weed spraying along the curbs.

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

### **Council Member reports**

EDA – Lutke noted that the EDA brought on new member Karen Crabtree Pfifer. Reva Mische of CEDA did some checking with developers for the downtown area. Looked at a new sign but the cost was too high. Also discussed is the preparation of the Comp Plan.

PUBLIC SAFETY – No meeting.

PLANNING AND ZONING – Sharp noted that they looked into the parcel split for the Mickelson property, the parking issue along Maple Avenue and some zoning ordinance issues that could feed into the Comp Plan.

PERSONNEL AND FINANCE – None noted.

PARKS & REC- Ludtke reported that they are getting an estimate to run electric into the campground by the river. Also discovered is the fact that the City of Frazee owns less of the Lions Park that we have originally thought.

LIQUOR STORE – Flemmer reported that there was no meeting this past month but will have it later. They will be going over a job list as well as a repair list for the facility. It was

noted that the employees are not paid to be 'bouncers'.

LARL- Julius read the report. Total April circulation was 254. Julius reported the library event of "Frazee Leaders are Readers". Council Member Julius did the April reading as Neighbor to Neighbor director. Coming up is Karrie Schultz, and Mayor Ludtke.

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 had attended the MMCI training the 1<sup>st</sup> week of May. Anderson also reported that she has received the official letter from MDOT regarding the Grant for the 2020 street project. They will host a meeting monthly until the project start. Anderson also announced the first public open house for the Comp Plan will be May 30<sup>th</sup> from 6:00 to 7:30. City Auditor Colleen Hoffman is completing the 2017 Audit. Anderson noted she will be starting work on the 2019 budget to get ready for the Truth in Taxation.

MOTION was made by Sharp and seconded by Julius to accept the Administrator Report as presented. All present in favor, motion carried.

Having no further business, meeting was adjourned at 7:17PM.

ATTEST;

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Marian Estenson, Deputy Clerk