PUBLIC HEARING
PUBLIC HEARING ON PROPOSED ASSESSMENTS FOR THE 4TH STREET AND BALSAM AVE STREET PROJECT
May 12th, 2014
6:00pm

The Public Hearing of the Frazee City Council on proposed assessments for the 4th St and Balsam Ave Street project, also known as County Road 118 project was called to order at 6:00 pm by Mayor Hank Ludtke. Council members present were Ken Miosek, Donna Ouart, and Bonnie Julius. Absent from the public hearing is Dave Jopp. Ludtke gave an introduction to the project and introduced Chris Thorson, City Engineer from Ulteig Engineering. Thorson gave an overview of the project and summarized the assessment policies of the City of Frazee, giving totals and amounts to be assessed. Thorson noted that the cost of the project came in lower than anticipated. Thorson also noted that the residents received their worksheet to see the break out of the funds that would be assessed to their particular property.

Resident in attendance was Orlynn Galbrecht Hanson. Hanson raised a concern regarding her fence line. Thorson noted that her fence was considered and that it would stay intact. Councilmember Ouart asked regarding the option B for assessments. Smith noted that the difference of Option A and Option B is that the first option assessed the entire project as in the past whereas Option B removes the biking, walking lane from the resident's assessments and places that cost burden on the City.

No other public comment presented.

REGULAR COUNCIL MEETING
May 12th, 2014
6:15pm

Regular Meeting

The regular meeting of the Frazee City Council was called to order at 6:15 pm by Mayor Hank Ludtke. Council members present were David Jopp, Ken Miosek, Donna Ouart, and Bonnie Julius. City staff present: Jonathan Smith, City Administrator/Clerk/Treasurer; Marian Estenson, Deputy Clerk; Larry Stephenson, Public Works Superintendent; Mike Johnson, Police Chief; Regi Ueke, Fire Chief; Marvin Anderson, Rescue Squad President, Jolene Tappe, Event Center Manager; and Tanya Mastin, Liquor Store Manager.

Ludtke led the meeting with the Pledge of Allegiance.

Open Forum

No one present for the Open Forum.

Consent Agenda

MOTION by Ouart, seconded by Jopp, to approve the consent agenda items as follows:

- Approve the minutes from the April 2014 Council Meeting and the Board of Equalization.
- Approve the City claims for payment with the exception of an invoice for Tony Stoll.
- Approve the Liquor Store claims for payment.
- Approval of a Temporary Liquor License for the Frazee VFW Post 7702, June 14th,

2014.

- Approval of a Raffle Permit for the Frazee Area Community Club, August 2014.
- Approval of a Raffle Permit for the Frazee AmVets Post 612 for June 14th, 2014 at the Frazee VFW, Post 7702.
- Approval of a Raffle Permit for the Frazee Gridiron Club for August 22nd, 2014 at the Frazee High School.

All present in favor, motion carried.

New Business

Resolution 0512-14A Award Bid for 4th Street and Balsam Avenue (Cty 118) was presented by Jonathan Smith to the Council.
MOTION by Miosek, seconded by Julius, to accept bids for the project and award the contract to Anderson Brothers Company for the amount of $503,865.17 for the reconstruct of 4th Street and Balsam Avenue (County Road 118) according to the plans and specifications approved by the City Council. All present in favor, motion carried.

Resolution 0512-14B Adoption of Assessment Roll for the 4th Street and Balsam Avenue Project.
MOTION by Jopp, seconded by Ouart to Adopt the Assessment Roll for the 4th Street and Balsam Avenue project. Ludtke noted that he much preferred the Option B assessment list as that would take the biking / walking path off of the resident's assessments. Ludtke noted that the project in Red Willow Heights was adding a Bike / walking path at no cost to residents so felt that this would be a better more fair option. All in favor, Motion carried to assess Option B to the residents within the County 118 project.

Resolution 0512-14C providing for the issuance, sale and delivery of a $393,000 General Obligation Improvement Bond, Series 2014A; Creating a Construction Account and Debt Service Account for this project.
Motion by Miosek, seconded by Julius to approve the issuance, sale and delivery of the General Obligation Improvement Bond, Series 2014A for the County 118 Road Project.

Old Business

No old business noted.

Staff Reports

Tanya Mastin, Frazee Liquor Store, reported a gain of $2,743.84 in the Off Sale, $2,996.57 for the On Sale and a loss of $962.10 for the White Pine Room bringing the month of April at a positive $3,230.54. Matson noted that the TV blew up and that it would need to be replaced. She also noted the need to upgrade the breaker system of the facility.

Jolene Tappe, Event Center Manager, reported that the Event Center had a month end gain of $70.34. Tappe noted that the past January through May are typically slow but the next 5 months have an event scheduled every weekend. Tappe noted that the roof has a leak and has caused problems. She also noted that the Detroit Lakes Area Chamber had hosted an event with them and they were impressed with the facility.

Marvin Anderson, Frazee Rescue Squad, reported that in the month of April they had

received 11 calls of service, 8 of which were in town. Total year to date is 56. Anderson noted that their annual Pancake Feed and fundraiser would is coming June 8th from 8:00-1:00 in the Rescue Garage. The next rescue meeting would be May 13th with the election of officers. Anderson mentioned the 911 cell phone application that was being considered. The County is

Mike Johnson, Police Department, reported 369 calls year to date. Johnson noted that the new vehicle is in Aldrich to be fitted out. Also noted is that for the upcoming Flag Day, June 14th, there will be street closures, tentatively from the east side of the Bank drive-up to Lake Street from noon to midnight. Johnson will work with Larry Stephenson, Public Works Superintendent to get set up. Johnson also noted that the bikes are ready to go. Ouart noted that it was National Peace Officer Week.

Regi Ueke, Fire Chief, reported 11 calls for the month of April. 4 grass, 3 mutual aid and one false alarm with 3 structure fires. Ueke noted that there was 648 call hours and 208 hours of training. 3 firemen have completed their firefighter one certificates. Ueke also noted that they are using the Active 911 system. Other items, the fire department has signed a 5 year contract with the DNR, Chiefs meeting was held on Tuesday in Detroit Lakes, and the meeting for the upcoming County – Wide disaster drill will be the 29th of May in the Firehall.

Larry Stephenson, Public Works Superintendent, reported that they pumped 10,068,000 gallons of water in the month of April. This amount should go down now that the city is no longer having residents run their water. Stephenson also reported that the main running to the Skyline Business building is still frozen as well as one service on Cedar Avenue. 29 ¾ gal of fluoride was added to the water in April and 6 million gallons pumped to the Waste Water Plant for treatment. Other items of note, the mowers are ready to go, and Street Cleaners need to be contacted. Stephenson noted that they had the meeting for the City Wide Cleanup that will be coming on the 14th of June. They will get information to the public regarding limits and times. All landlords will be contacted to be made aware so that their tenants will be able to participate. Jon and Sons will do the picking up with volunteer help. Stephenson also noted that his full time summer helper is on staff.
MOTION by Jopp, seconded by Julius to accept all staff reports as stated. All in favor, motion carried.

Council Member reports

EDA – Smith reported that the public hearing for the sale of the lot in Red Willow Heights had been held. Also of note, they are looking at having a house built for them at the school to be placed either on the Potter property or in a lot out in the Red Willow Heights addition. This spec house will be built at the school and moved when complete. Work continues on the sale of the Sunrise Sr Villa.

PLANNING AND ZONING – Smith noted that a property owner has discussed deeding the property of Rivercrest Drive and Ridgewood Lane over to the City. Smith noted that the infrastructure is in place on that property but an exploratory dig may have to be done to discover how deep the water mains are. No issues have been noted but there has been no snow removal in that area. Chris Thorson of Ulteig noted that he could check their files for water main placement and depth. There was concern that some to the dirt cover over that

infrastructure may have been removed making the water lines shallower than thought.

PARKS AND TRAILS – Ludtke noted that Keith Kinnen of Kavarko Engineering will be building a plan for the Little Turkey Park. With the construction of the All in All new facility it will a perfect time to reconstruct the park. Kinnen specialty is landscape architecture and we met him during the visit from the Minnesota Design Team last fall. Once Carter of All in All gives his plans to the city Kinnen will be able to begin the project. The cost of this design plan will be $1,500.00.
MOTION was made by Ouart and seconded by Jopp to approve the expenditure of the $1500.00 for the design of the Little Turkey Park by Kavarko Engineering. All present in favor, motion carried.
Ludtke also noted that they would be looking for a new Beach Supervisor as the individual from last year will not be able to give the same level of hours. This supervisor will have to be at least 18 years of age. Stephenson noted that the roof of the Eagle Lake main shelter is in need of extensive work. Suggestion was to contact the Lions club as they are looking for projects.

CEMETERY – Smith noted that the Columbarium is to be built. The concrete of the foundation is done.

WACCO- Ouart noted that there had been no meeting. They had partnered with the police department to bring about the Landlord/tenant meeting at the Event Center. It was well attended.

LARL- Julius noted that the new method of the floating rotation has been well received.
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

Smith. City Administrator/Clerk/Treasurer gave an update on the sale of the 1986 truck that they had discussed at the April meeting. The discovery of its ownership by the DNR makes it impossible to sell. The potential is that it would go to another city and if sold it will go out on a state bid. Smith also noted that he is looking for approval to continue his MCFOA membership. The fee is $35.00.
MOTION was made by Jopp and seconded by Ouart to approve the MCFOA membership for Smith at the cost of $35.00. All present in favor, motion carried.
Smith also noted the report regarding the compliance of Pay Equity for the City and the upcoming Wellhead Protection Plan Hearing with George Minnerich on June 9th.
MOTION was made by Julius and seconded by Ouart to accept the Administrator/Clerk/Treasurer report as presented. All present in favor, motion carried.
Having no further business, meeting was adjourned at 7:15 pm.

ATTEST;

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Marian Estenson, Deputy Clerk