CITY OF FRAZEE

PUBLIC HEARING ON ORDERING IMPROVEMENTS AND PREPARATION OF PLANS FOR THE 4TH STREET AND BALSAM AVE STREET PROJECT
REGULAR COUNCIL MEETING
Monday, March 10th, 2014
6:00pm

The Public Hearing of the Frazee City Council for the ordering of improvements and the preparation of plans for the 4th St and Balsam Ave Street project, also known as County Road 118 was called to order at 6:00 pm by Mayor Hank Ludtke. Council members present were David Jopp, Ken Miosek, Donna Ouart, and Bonnie Julius. Also attending were residents John Miller, Linda Riebe, Ardis Wothe and Theresa Newling.
Attending to give a detailed overview and explanation of the project was Chris Thorson, City Engineer from Ulteig Engineering.
Thorson noted that because the proposed project is for County Road 118, it creates an opportunity for the City to complete the project at a significant savings as the project will be shared with Becker County, who will be absorbing some of the costs. Thorson explained the existing infrastructure, noting the age and quality of services that are in place. He noted that the replacement street will be changed from a rural street section to an urban street with curb and gutter and a 6 foot wide walking/bike path on the westerly and southerly sides of the road way up to the trailer park. The second segment of County Road 118 from the entrance to the trailer park to the City corporate limits will be a rural street section. Thorson also noted that the financing of the portion not paid by Becker County will follow the normal City Assessment policy. With no comment by Council members the floor was opened for comment from the residents in attendance.
Riebe inquired on the concern of speeding at the curve in the street. Thorson felt that with the change of the street curvature that the issue will be resolved.
A concern was noted regarding the accessibility of the residents. This project has a unique problem with no other street access. Thorson noted that at the point of Bid letting, one of the needs that must be met is access for the residents to be able to enter and exit to the area under construction.
Riebe inquired on the interest amount and length of time of assessment payments. Smith noted that typically assessments are set at 4-5% and 12-15 years.
With no further questions or comments public hearing was closed at 6:25PM

Regular Meeting
The regular meeting of the Frazee City Council was called to order at 6:30 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; 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 Julius, to approve the consent agenda items as follows:

- Approve the minutes from the February 2014 Council Meeting.
- Approve the City claims for payment.
- Approve the Liquor Store claims for payment.
- Approve the Raffle Permit for Smokey Hills Chapter of MN Deer Hunters Association, April 26th, 2014 at the Frazee Event Center.
- Approve the Raffle Permit for the Knights of Columbus, October 27th, 2014 at Sacred Heart Church.

All present in favor, motion carried.

Old Business
Smith brought to the Council attention Resolution 0310-14A: Correcting the parcel identification number that will be removed from Tax Increment Financing District No 1-4 and subsequently included in Tax Increment Financing District No 1-5. Parcel number E507011000 was incorrectly referred to as parcel number E500011000 in resolution 0210-14B and needed correction by Council approval.
MOTION by Miosek, seconded by Jopp to approve Resolution Number 0310-14A. All present in favor, motion carried.
MOTION by Jopp, seconded by Julius, Resolution 0310-14B Resolution Ordering Improvement and Preparation of Plans on the proposed improvements of infrastructure including the replacement of water main, sanitary sewer and street items on 4th Street, East Main Avenue to Balsam Avenue and on Balsam Avenue , 4th Street to Corporate City limits. (County 118)
All present in favor, motion carried.

New Business
Smith noted the issue within the City regarding the freeze up of water and sewer lines that have resulted in a request to residents to run their water 24/7 until danger of frost is past. After discussion with city staff it was decided to estimate residents averages to bill for utilities in February, March and April and then at the end of April a reading will be obtained and the extra usage will be credited to each household.
Smith also noted that we will be working on a new rate structure for utilities and with that the city will look at the purchase of new software that will encompass both finances and utilities.

Staff Reports
Tanya Mastin, Frazee Liquor Store, reported that the furnace in the White Pine Room must be replaced. The unit powers both heat and cooling. Estimates were obtained with the lowest coming from Modern Plumbing and Heating and is $8400.00. This cost does not include the electrical portion of the installation but does include removal of coils. The City will have to remove the old unit with a forklift and the new unit will take 6 days to build.
MOTION by Jopp, seconded by Ouart to approve the purchase and installation of a new furnance / cooling unit for the Frazee Liquor store.
All present in favor, motion carried.
Mastin reported the income of $435.39 in the Off Sale and $3683.47 for the On Sale and a loss of $415.56 for the White Pine Room bringing the month of February at a profit of

$8687.51. Mastin also noted that the Senior Dance group will be starting up in April again on Tuesday afternoons.

Jolene Tappe, Event Center Manager Event Center noted that she had a slow but good month with a profit on the books of $1903.96 with a year to date positive of $3140.63. Tappe reported a broken water line within the storage area off of the Kitchen. It required removal of a partial wall and repair. After that was complete the building had a leak above the stove that will stop when the snow is off the roof.
Tappe also noted that she has upcoming the Sportsman banquet, Crazy Keys, and dueling pianos. The Crazy Keys tickets are on sale for $12.00 and available almost everywhere. Councilman Jopp noted that for a successful entity, having consistent events is key.
Jolene also noted the return of Festival of Trees in November and commented that the Event Center, with the exception of one August cancellation, is booked from May through October.
Mike Johnson, Police Department, reported 85 calls with year to date call numbers of 178 which is 37 over last year. Johnson noted a training event at the Fire hall regarding emergency preparedness. Johnson also noted that Craig Fontaine, Becker County Emergency manager is sponsoring his training in County Hazard Mitigation. Also stating the new utility vehicle should arrive in mid-April. Other training events noted: pipeline safety in Detroit Lakes, Cycling instructor training in the fall, web based training for all police staff, and a fire school for 4 days in Grand Rapids. Johnson also noted they are trying to confirm a date for the Landlord/tenant rights meeting. A list of concerns has been sent to Lakes Country Co-op and we are waiting for them to give us dates to consider.

Ken Miosek, reporting for the Frazee Rescue Squad stated 12 calls, 3 in town, all were medical. Half the squad completed their refresher EMT and First Responder training. Tires were received on Friday. The tentative date for the Pancake breakfast is June 8th.

Regi Ueke, Fire Department, reported 4 calls since the last meeting, 2 mutual aids. 258 call hours to date with 158 training hours. Ueke also noted the pipeline safety training on Thursday.
Larry Stephenson, Public Works Superintendent reported the high usages resulting from the city request that residents run their water. Usage for the month of February was 5,727,000 with 17 ¼ gallons of Fluoride used. 3.86 million gallons went out for treatment. Stephenson noted that in having the residents run their water they are hoping to avoid freeze ups of personal and city lines. They help where they can but they have to be proactive in letting their water run and if the resident chooses not to and they freeze the city will be unable to help them out. One section of water main froze at the westerly end of Maple so the businesses are using a 300 gallon tank for non-drinking purposes. They had been running water but froze nonetheless. Ouart questioned the ice in the water tower. Stephenson noted that they will be going up there to look so at this point they are not sure.
MOTION by Miosek, seconded by Julius, to accept all staff reports as presented.
All present in favor, motion carried.

Council Member reports

EDA –
PLANNING AND ZONING –

MOTION by Donna, seconded by Miosek to approve the expenditure of $7500.00 required to apply for the CIP grant of $7500.00. All present in favor, motion carried.
PUBLIC SAFETY -
PERSONNEL AND FINANCE –
WACCO-
LARL-
RED RIVER BASIN COMMISSION- Ludtke reported
MOTION was made by Julius and seconded by Jopp to accept the Council Member Reports as presented. All present in favor, motion carried.

Clerk/Treasurer Report

Smith.
Having no further business, meeting was adjourned at 8:05 pm.

ATTEST;

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Marian Estenson, Deputy Clerk