

CITY OF FRAZEE

REGULAR COUNCIL MEETING

November 9th, 2009

The regular meeting of the Frazee City Council was called to order at 7:00 p.m. by Mayor Ludtke. Council members present were Miosek, Ouart, Jopp, and Dermody.

Open Forum

Nothing presented

Consent Agenda

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

- Approve the minutes from the October Regular Meeting
- Approve the City bills for payment.
- Approve the Liquor Store bills for payment.
- Approve Renewal of Lions Gambling Permit at the Frazee Liquor Store

Mayor Ludtke called the question, all present in favor, motion carried.

Staff Reports

Ken Miosek, Rescue Squad, reported they had 11 calls for the month of October, 10 medical and 1 cancelled, totaling 40 man hours. MOTION by Ouart, seconded by Dermody to approve the Rescue squad report. All present in favor, motion carried.

Paul Thon, Fire Chief, reported 5 calls; 1 rollover, 1 power line concern, 1 structure fire, and 2 mutual aids with Wolf Lake, in the month of October totaling 80 hours. The Department had 126 training hours; some included helping Wolf Lake with a house burn. The Department has over 1300 training hours on the year and 46 calls to date. Thon noted that there have been some issues with the tires on the Tanker and he will keep us updated. MOTION by Dermody, seconded by Ouart, to accept David Jopp, Paul Daline, and Jason Bauer as Volunteer Fireman and relieve them of probationary status. In favor: Ouart, Dermody, Ludtke, and Miosek. Jopp abstained. MOTION by Miosek, seconded by Dermody, to approve the Fire Department Report. All present in favor, motion carried.

Larry Stephenson, Public Works Superintendent, reported 3.38 million gallons of water pumped, 14.5 gallons of fluoride added, and 2.87 million gallons of wastewater pumped during the month of October; some of the numbers are up a little due to flushing of mains. Stephenson stated they have been getting snow plow equipment ready for the winter; Hough has finished the water sewer extension on the Swift Site; we are experiencing some issues with the sewer main under the Lake St. and RR crossing, we will be having a feasibility study done on this and it could end up being a top priority for next spring.

MOTION by Miosek, seconded by Jopp, to accept the Public Works Report. All present in favor, motion carried.

Mike Lorsung, Police Chief, noted the City of Frazee had 365 calls for October, bringing the total for the year to 3,541.

Administrative Fines Update

Lorsung stated that they had about 72 citations that could have been fined using administrative fines, but there is still some skepticism on the requirements of a hearing officer and the actual fine breakdown. Smith noted he would get the Council paper copies of the Administrative Fine Packet as there was difficulty opening the attachment. It was recommended that the Public Safety Committee take a look at this option before the next meeting as well.

MOTION by Miosek, seconded by Jopp, to approve the Police Report. All present in favor, motion carried.

Jonathan Smith, Liquor Store Manager, reported a net income for three of the four entities: \$5,312.37 for the On-Sale, \$4,792.53 for the Off-Sale, \$5,683.3 for the Event Center, and a net loss of \$259.05 for the White Pine Room. Smith noted there has been a little employment turnover; they will be looking into options for the Event Center bar remodel; talks of upgrades or new facility for the on-off sale are in the works.

MOTION by Jopp, seconded by Dermody, to approve the Liquor Store and Event Center Report. All present in favor, motion carried.

Contribution for School Scoretable

Smith presented the Council an option to advertise and support the school by contributing half the cost of a new Scoretable that would have the City of Frazee's Logo along with the Schools Logo and a Welcome to Frazee followed by Home of the Hornets with funding coming from the Liquor Store fund. Smith also noted that the School will make two vinyl signs for the City as well, to be displayed in the gym and outdoors at the baseball field/football field. Jopp noted that he would like to see monies used for music and arts, but doesn't have a problem with the use of funds. MOTION by Miosek, seconded by Ouart, to approve up to \$2,000 for advertisement on the School Scoretable. Discussion: Jopp clarified that the School was cooperating with the trails as well. Smith also noted that he has stated before that this is not the best advertisement, but it does show good support and togetherness of the City and School. Jopp agreed it is not the best advertising, but it is a good gesture. Dermody noted that he is not in favor of it because the EDA recommended not to spend money on this opportunity, he also noted that this is essentially a gift to the school and when the City has asked for cooperation on the Concession stand the School was reluctant to help for two years. Dermody stated that the school is doing an "end run" by presenting this proposal with such a short deadline, especially after the EDA already declined it. Mayor Ludtke called the question: in favor, Miosek, Ouart, Ludtke; against Dermody, Jopp. Motion passed.

Old Business

Resolution 1109-09A Legacy Grant Participation

Ludtke noted that Smith has been working on a grant to help move along some of our City trails. He stated that the North Country Trail is also working on a similar grant and we have swapped letters of support for one another. Smith noted that this resolution states that the

City is in support of the proposed trail project and that they agree to maintain the trail for 20 years. We have received letters not only from the North Country Trail but the School District as well; final submission of the grant is this Friday, November 13th. MOTION by Ouart, seconded by Jopp, to participate in the Legacy Grant Program. All present in favor, motion carried.

New Business

Resolution 1109-09B Gravel Pit Certification Program

Smith noted that we have received a letter from Becker County asking the City to participate in the Gravel Pit Certification Program. This program is to help deter the spread of noxious weeds through gravel pits and by the City participating we would do what we could to get products from gravel pits that adhere to the program.

MOTION by Miosek, seconded by Ouart, to participate in the Gravel Pit Certification Program. All present in favor, motion carried.

Councilmember Reports

EDA

Ludtke noted the discussion on the Scoretable, budget, Marketing Committee, Title Work on the Swift Site, and the RBEG grant were all part of the EDA meeting. The Small Cities Grant has been utilized and will be completed by December 31.

Planning and Zoning

Smith noted that we are working on the New Zoning Ordinance and a Master Trail Plan for the City. He also stated a few steps in creating the Master Trail Plan is getting the Community involved.

Personnel and Finance

Step increase for Donnie Tate, Class C Waterworks License

Motion by Jopp, seconded by Ouart, to approve Donnie Tate for a step increase for completing his Class C Waterworks License. Discussion: Dermody asked about how the pay scale is currently set up and when is a license completion due for a step increase. Smith noted that the pay scale is so that full-time employees receive a step increase every year and a cost of living increase on years to be decided by the Council, when an employee obtains their license they are also do for a step increase when they receive their license. Dermody questioned the time-frame of which Mr. Tate will be obtaining a step increase for the license and then another for his year of service. Mayor Ludtke called the question, all present in favor, motion carried.

Cell Phone Policy

Miosek explained that we currently do not have a cell phone policy. After looking at the League of MN Cities policy and several other cities, we have come to a policy that fits our needs the best. Smith explained that there is a section that applies to City owned cell phones for employees and another section that pertains to full time employees that use their personal phones to be reimbursed for up to \$50 or half of the bill whatever is less. There is also a subsection that states part time employees upon supervisor approval could submit their bill for reimbursement. MOTOIN by Miosek, seconded by Ouart, to approve the Cell phone Bill as presented. Discussion: It was asked if \$50 was an adequate number for a max reimbursement or if it needs to be greater or less. Smith noted that most plans fall within the \$100 mark so

\$50 would be a good middle point. Ludtke called the question all present in favor, motion carried.

Summer Rec. Update

Miosek reported that we received two applicants, hiring Dustin Gieser. MOTION by Ouart, seconded by Dermody to accept Dustin Gieser as new Summer Recreational Director at a pay of \$3,000 a year. All present in favor, motion carried.

Public Safety

Chief Lorsung reported that Rental Inspections have been going fairly good and are almost complete for this year. He also noted that we are only doing half of all rentals this year with the other half to follow next year.

Special Events Committee

Dermody stated "we done good". He stated there was a good turnout with donations around \$674.50 and expenses stayed within \$390.00. The event had some new talent that was great and the event was video taped and recorded to hopefully make some DVD's and CD's. Dermody recommended the Special Events Committee cover an extra \$88 of cost leaving a profit of \$402.50 for the Ministerial Association

MOTION by Jopp, seconded by Ouart, to approve the extra \$88 in costs for the Talent Showcase III. All present in favor, motion carried.

MOTION by Miosek, seconded by Jopp, to accept all Council Member reports as presented. All present in favor, motion carried.

Clerk/Treasurer Report

Budget Hearing December 14th, 2009 at 6:30pm

MOTION by Dermody, seconded by Ouart, to hold the Budget Hearing on December 14th, at 6:30pm. All present in favor, motion carried.

Holiday Meet and Greet Social December 14th, 2009 at 5:30pm

Ludtke noted that we will host a meet and greet prior to the budget hearing and the public is welcome. Smith noted that we should bump the meeting up to 5 due to some other meetings in the community at 6pm. It was asked that people bring some sort of item to share for the gathering. The City will supply a meat and cheese tray along with some vegetables.

Instant Alert and Automatic Payment Updates

Smith updated the Council that there are currently 130 residents enrolled in the Instant Alert and 50 customers enrolled in Automatic Payments for their utility billing. Smith did note that as they look at the budget some of the fees may have to go up, like the street lighting and possibly the water and sewer.

The next regular meeting of the Frazee City Council will be December 14th, at 7:00 PM with a budget hearing prior to at 6:30 PM.

Having no further business meeting adjourned at 8:24 PM.

ATTEST:

Jonathan Smith, City Clerk/Treasurer