

CITY OF FRAZEE

REGULAR COUNCIL MEETING

Tuesday, July 6th, 2010

Regular Meeting

The regular meeting of the Frazee City Council was called to order at 6:00 pm by Mayor Ludtke. Council members present were Ken Miosek, Donna Ouart, Dave Jopp, and John Dermody. City staff present: Tyler Trieglaff, Frazee PD; Paul Thon, Fire Chief; Larry Stephenson, Public Works Director; Marian Estenson, Deputy Clerk; Jonathan Smith, City Clerk/Treasurer. Others in attendance included: Roy Ouart, Frazee Resident; Jake Judd, reporter KRCQ; Colleen Hoffman, City Auditor.

Open Forum

No Forum

Consent Agenda

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

- Approve the minutes from the June 14th Meeting.
- Approve the City claims for payment.
- Approve the Liquor Store claims for payment.
- Approval of Temporary Liquor License for the VFW Post 7702, July 23rd – 25th.

All present in favor, motion carried.

Council Member Jopp and Fire Chief Thon left for a Fire Call 6:15pm.

Clerk/Treasurer Report

2009 Audit – Colleen Hoffman, Hoffman Dale and Swenson

Colleen Hoffman handed out the 2009 Frazee City Audit, commended staff for their hard work and diligent record keeping, explained cash balances, fund balances, and enterprise funds. Ms. Hoffman noted that there is little concern about some negative fund balances and the difficulties with the accounting software the City uses. Hoffman went through the Audit Findings which included: segregation of duties, management oversight, audit adjustments, and fund deficits. All together, Hoffman stated, the City is in really good financial shape. MOTION by Miosek, seconded by Ouart, to accept the 2009 Frazee City Audit as presented by Colleen Hoffman, Hoffman, Dale and Swenson. All present in favor motion carried.

Staff Reports

Ken Miosek, Frazee Rescue Squad, reported 13 calls for June, all medical. Miosek noted the Pancake feed had 470+ attend and they will be looking to add 3-10 members in the future.

Larry Stephenson, Public Works Superintendent, reported water pumped was 4.386 million gallons, 16 3/4 gallons of fluoride was added, with 3.23 million gallons of wastewater pumped. Stephenson noted they started discharging today, seal coating is complete and the sweepers will be here within the week, and the concession stand is having issues with the glass board that was installed.

Jonathan Smith read the Police report – 485 calls, 2608 calls year to date, they have received a donation for 4 personal cameras that have been order and are in use, and they are working on a grant for in car cameras.

Jonathan Smith, Frazee Liquor Store, reported on the financials for the 4 entities. The facility had a slow June with the On, Off, and WPR having Net losses and the Event Center with a Net Income. Smith noted that the remodel is complete but they have to take care of one more issue with the sidewalk on the East entrance. Smith presented a bid for the Council's approval. MOTION by Dermody, seconded by Miosek, to accept the bid from Classic Concrete in the amount of \$1,500 for the installation of new concrete on the East entrance of the Frazee Liquor Store. All present in favor, motion carried.

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

Old Business

Lake Street Project – Aaron Lauinger, Ulteig Engineers

Mr. Lauinger presented an agreement needed for the Lake Street Project with MNDOT in the form of Resolution #0706-10A. MOTION by Miosek, seconded by Quart, to approve Resolution #0706-10A agreeing to terms with MNDOT for the Lake Street Project. All present in favor, motion carried.

Cemetery Clarification

Smith updated the Council that there has been some research on the Lakeside Cemetery Association and they have found the original Articles of Incorporation, Bylaws, and Rules and Regulations. Smith stated that there still needs to be more research to find out if these documents have ever been amended, if they have not then they will need to be due to the change of the structure and the involvement of the City.

New Business

Resolution #0706-10B Expressing acceptance of and appreciation for the gifts of various businesses, organizations, and individuals in support of the annual fireworks celebration for the 4th of July 2010.

The Council was presented with the resolution and a list of all who have donated. Quart noted one error and proceeded to correct it. Marian Estenson stated she will adjust the resolution as necessary before it is signed and filed. MOTION by Dermody, seconded by Quart, to accept Resolution #0706-10B Expressing acceptance of and appreciation for the gifts of various businesses, organizations, and individuals in support of the annual fireworks celebration for the 4th of July 2010 as amended. All present in favor, motion carried.

Council member reports

EDA

Mayor Ludtke noted that MState presented an option for business incubator offices to be located in Frazee, the EDA has formed a subcommittee to investigate options. Ludtke also noted the clinic project is still moving forward and the group is awaiting feedback from St. Mary's Innovis.

Council Member Jopp and Fire Chief Thon arrive back at 7:15pm.

Planning and Zoning

Miosek noted there was no meeting in June due to the lack of a quorum, but they will be moving forward with an Interim Use Ordinance and have a Public Hearing set for July 20th at 5:30pm regarding the Interim Use Ordinance.

Personnel and Finance

Miosek noted there have been no issues and are awaiting the revised budget at the end of the month.

Public Safety

Dermody noted that curb painting, new street signs, and fire hydrant painting were all addressed at the last meeting. Hopefully a few of these will get done before Turkey Days in a few weeks.

Special Events

Dermody noted that the date has been set for the Corn feed, August 6th. This will be held in the same location downtown next to the Backyard Station. Dermody also noted that the LINK reading event went really well.

Parks and Recreation

Mayor Ludtke noted that he went to a State Trail meeting in Walker, Mn and received updates on trail development and enhancements around the state. He also noted that Becker County is working to get a County wide Recreation Plan done.

MOTION by Dermody, seconded by Jopp, to accept the Councilmember reports as presented. All present in favor, motion carried.

Staff Reports Continued

Paul Thon, Fire Department, reported 2 calls for June for a total of 90 call hours. Thon noted they helped in Wadena for the tornado recovery for approximately 9 hours. He stated that there were 1150 plates served at the pancake feed and they are looking at a house burn with Evergreen Township. The FEMA grant supplies should be coming in soon and there should be money coming in for the Fire Safety that has been completed. September there will be a County Wide Disaster Drill in Wolf Lake. Thon noted that if painting of the hydrants was done they had a suggestion that they be color coded based on flow.

MOTION by Miosek, seconded by Dermody, to approve the Fire Department Report.
All present in favor, motion carried.

Next regular meeting has been set for Monday, August 9th at 6:00pm.

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

Jonathan Smith, Clerk/Treasurer