

FREDERIC VILLAGE BOARD REGULAR MEETING MINUTES

WWTP – 301 Industrial Way
Monday, August 14, 2023 · 7:00 pm

Call to Order by President Amanda Blackmon at 7:00 pm at the Wastewater Treatment Plant and Zoom

Present: Amanda Blackmon, Brad Harlander, Patty Swenson, Duane Wisse, and Jackie Peterson Absent: Amber Johnson, Rob Lillehaug

Others Present: Janice Schott, Bill Struck, Tamara Larsen Village staff; member(s) of the Public

Agenda Approval

Motion to approve the agenda by B Harlander/D Wisse. Vote: Carried

Approve Previous Meeting Minutes

Motion to approve the July 10, 2023 minutes as presented by P Swenson/J Peterson. Vote: Carried

Public Comments

Dennis Cramer from Urban on Oak confirmed to the Board that he has closed his business. He thanked Village staff and said Frederic was a great place to do business. William Johnson reminded everyone present that the Historical Society will have their Pie Social on August 19 at the Depot. This is their last fundraiser of the year.

Road Closure Request – Friendly Tavern

Friendly Tavern managers were present to request permission to close Traffic Avenue from Oak Street to Maple Street, the alley behind the business along Oak Street and the village owned parking lot off the alley on September 1, 2023 from 5 pm to midnight. Friendly Tavern stated they will inform all residents that park in that parking lot that it would be unavailable Friday during the event and coordinate with bank and anyone else affected by this event. Board made it clear that the Friendly Tavern should have two security people there and that they were responsible to work with Janice to make sure their liquor license would cover temporarily extended area. There was again concern expressed by some Board members regarding setting a precedent for future requests.

Motion to approve Friendly Tavern request with stipulations by B Harlander/D Wisse. Vote: Carried.

Project Updates – Drew Lindh, MSA

D Lindh was present and shared updates on the Third Avenue and WI Avenue projects.

Geotechnical Borings Proposals, Wisconsin Avenue Project – Drew Lindh, MSA

D Lindh explained to the Board why Geotechnical Boring is necessary and what the purpose is of the boring. He discussed the two proposals received from AET and Intertek PSI. MSA is recommending that the Village fo with Intertek PSI.

Motion to contract with intertekPSI for geotechnical borings by B Harlander/D Wisse. Vote: Carried.

Vacant Building Ordinance Proposal

J Schott introduced a Vacant Building Ordinance. The ordinance will help regulate vacant commercial and residential properties in the Village. J Schott explained that this meeting is only the first step of the ordinance process. Next, the ordinance will go to the ARPA/Downtown Revitalization committee for review. Dennis Cramer volunteered to help the committee review the ordinance as a former architect and a business owner the Board felt he would be a valuable asset.

ADA Self Evaluation and Village Policy

J Schott explained that she has been working on Civil Rights Assessment that is required by the USDA and Civil Rights Division of the Justice Department because the Village has received Federal Funds. J Schott conducted the ADA Self Evaluation and from that evaluation developed the Village Policy.

Motion to approve the Village ADA Policy as presented by D Wisse/J Peterson. Vote: Carried.

Village Board Bylaws Document

J Schott explained that these documents are also a required document for the required Civil Rights Assessment. The Village does not currently have Village bylaws separate from the Village Municipal Code. J Schott used the code, added some necessary information and developed the Village Board Bylaws document.

Motion to approve the Village Board Bylaws as presented by P Swenson/J Peterson. Vote: Carried.

Frederic Arts' Driveway Request – Planning Commission Recommendation

A Blackmon reported that the Planning Committee met to discuss Frederic Arts' request to receive permission to add an additional driveway to their property at 310 Lake Avenue S. The second driveway is one of few different options they are considered at this point.

Motion to approve the Planning Commission recommendation to approve Frederic Arts' request to add a second driveway to their property at 310 Lake Avenue S by B Harlander/D Wisse. Vote: Carried.

Committee and Department Head Reports

No questions on reports as presented. P Swenson gave a recap of the most recent ambulance meeting. She was elected to the executive committee for the ambulance. She also reported that both ambulances are normally full staffed which is good news.

Approval of Check Register – Check #192839-192873

Motion to approve check register by P Swenson/B Harlander. Vote: Carried

Items for Future Agendas

Reminder that the September meeting will be held at the Community Center, formerly the Senior Center.

Adjourn

Motion to adjourn at 7:49 pm by P Swenson/D Wisse. Vote: Carried.