

FREDERIC VILLAGE BOARD REGULAR MEETING MINUTES

Village Hall · 110 Oak Street E
Monday, March 14th, 2022 · 7:00 pm

Call to Order by President Harlin Owens at 7:00 p.m. at the Village Hall and Zoom

Roll Call: President Harlin Owens, present; Trustees: Brad Harlander present; Rob Lillehaug present; Jackie Peterson present; Patty Swenson present; Duane Wisse present; Amber Johnson present

Others Present: Janice Schott, Village Clerk/Treasurer; Roxanne Howe, Deputy Clerk/Treasurer; Tamara Larson, Chief of Police; Rebecca Harlander, Park Board Chair; Kris Surbaugh, Library Director (via Zoom); member(s) of the Public; member of the Press (via zoom)

Agenda Approval

H Owens requested to add item 6h, President's Report, to the Agenda.

Motion to approve agenda with added President's Report by Wisse/Lillehaug Vote: Carried

Correction and Approval of February 14th, 2022 Minutes

Motion to approve the January 10th minutes as presented by Lillehaug/Swenson Vote: Carried

Public Comments

None

North Land Municipal Ambulance Service

Representatives promoted their services, as to what they have to offer the Village, and why the Village should renew the ambulance contract with them. Board members were able to ask any questions they had.

Committee and Department Head Reports

a) Public Works – Bill Struck: N/A

b) Park Board – Rebecca Harlander: The long cold winter kept the rink and trails in good condition and busy this year. There was accidental damage at the rink and rink shed, but both will be repaired at no cost to the Village. The Park Board met last week for the first time this year. Spring events are in the plans with a look ahead at potentially 80 to 90 students being involved with Community Give Back Day. An available grant is being looked into with hopes of completing the trail around the lake if awarded those funds.

c) Library – Kris Surbaugh: Foot traffic is high right now and a lot of personal computer use due to tax time. Sandy Lundquist and crew were thanked for putting on the Sock Hop and raising around \$1400 for the Robotics Club. Eric Wiita is developing a Fab Lab for the club that will include the 3D printer the library already has and a laser cutter. He is working on building a mobile unit that will run the laser printer inside the building with an exhaust/venting system for the fumes.

d) Law Enforcement – Chief Tamara Larson: February had 122 calls for service. After a couple recent area assaults, T Larson spoke with the Frederic Principal and CRA (Community Referral Agency – Domestic & Sexual Violence) about implementing a program to teach children how to help avoid assaultive situations, and what to do if they find themselves in a situation.

e) Clerk/Treasurer – Janice Schott: The Village audit started today and goes through Wednesday. Board payroll will be April 13th.

f) Ambulance Report – Patty Swenson: Construction started on the new ambulance housing in Luck.

g) Upcoming Meetings and Events - None

h) President’s Report – Harlin Owens: H Owens wrote to and is waiting to hear back from the League of Municipalities on whether or not the Village can implement a policy that allows elected officials to donate their compensation to a charitable event or organization directly from the Village in lieu of receiving payment as income to themselves.

Insurance Policy Addition for Cyber/Internet Security

The Board briefly discussed the necessity of cyber insurance and will revisit it next month. J Schott will talk to our IT company for further guidance and report back.

ARPA Funds Planning

No new information has become available yet. J Schott is hoping the required report will be available before the next meeting and she will have some clarity to bring to the board, and a decision can be made for going forward.

Zoning Code and 3rd Party Permit Handling

J Schott reported for Public Works Director Bill Struck, who spoke with Ben Campbell about potentially being hired to handle our zoning permits. B Campbell was not interested and didn’t foresee us being able to find someone else to do it.

CDBG Project Single Audit Charge

The amount received from the Federal Government for our sewer project requires a “single use audit” to be done by the village auditors. The additional charge for this is \$6000 and should be paid out of the sewer utility.

Motion to approve the revised enqagement letter from Baumann and Associates to include the single use audit charge for the CDBG sewer project by Swenson/Lillhaug Vote: Carried

Resolution to Extend CDBG Interim Financing

An interim financing accounts for the sewer project expires on March 20th. A new interim financing loan will be created to pay off that one and extend us until December 2022.

Motion to approve extending interim financing for the CDBG grant with Sterling Bank by Harlander/Wisse Vote: Carried

School to School Walking Path Grant

Josh Robinson has the Grant resolution ready to submit for the future walking path that connects the two schools. Of the Schools out of pocket portion for the project, West Sweden and the Village of Frederic will share in the responsibility. Signatures and agreement to pay the Village portion of \$26,181 is being requested.

Motion to approve the TAP Grant Resolution submitted by the Frederic School District by Wisse/Lillehaug Vote: Carried

Bremer Bank Online Access

Bremer Bank requires additional minutes to allow for online banking access for J Schott.

Motion to approve Janice Schott as the primary user for online banking for the Village accounts at Bremer Bank by Harlander/Lillehaug Vote: Carried

Revolving Loan Fund

MSA is discontinuing the revolving loan fund program for qualified residents to do certain improvements to their homes, that they have been administering for the Village. If we choose to not find a new administrator, and discontinue the program, our residents will still have access to the program through the Regional Housing Program.

Motion to discontinue our local CDBG housing-Revolving Loan Fund program and close out the existing account by Swenson/Peterson Vote: Carried

Approval of Check Register – Check #192016 – 192063

Motion to approve check register as presented by Harlander/Wisse Vote: Carried

Items for Future Agendas

None

Adjourn

Motion to adjourn at 8:23 pm by Lillehaug/Swenson Vote: Carried

Respectfully submitted,

Roxanne Howe
Deputy Clerk/Treasurer