

FREDERIC VILLAGE BOARD REGULAR MEETING MINUTES

Community/Senior Center – 109 Elm Street W

Monday, September 11, 2023 · 7:00 pm

Call to Order by President Amanda Blackmon at 7:00 pm at the Community/Senior Center and Zoom

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

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

Agenda Approval

Motion to approve the agenda by D Wisse/J Peterson. Vote: Carried

Approve Previous Meeting Minutes

Motion to approve the August 14, 2023 minutes as presented by P Swenson/A Johnson. Vote: Carried

Public Comments

William Johnson, Historical Society, announced that next Saturday will be the last open day for the Historical Museum. They will open for a special event featuring local historian Don McClure on September 30, 2023. Johnson also requested to be put on the October agenda for an annual review from the Historical Society.

Planning Commission's Recommendation to Approve Zoning Permit – 404 Old County Road W

R Lillehaug discussed his thoughts on the request to add an accessory building to the property. He didn't see any problems with the setbacks, but noted that the building is larger than what the ordinance allows. The homeowner confirmed that the building will be used for personal use, not business. P Swenson asked about having only an accessory building on a vacant lot but the homeowner stated he is looking into combining the two lots as the Planning Commission required in their recommendation.

Motion to approve the Planning Commission's recommendation to approve Zoning Permit for 404 Old County Road W by P Swenson/D Wisse. Vote: Carried.

Trunk or Treat Road Closure

R Lillehaug asked if this was the same event that is held annually. This is the same event and is being run by the same group.

Motion to approve road closure of Oak Street E, at Wisconsin Avenue and going east, on October 31, 2023 for the Trunk or Treat event by B Harlander/A Johnson. Vote: Carried.

Lodging Ordinance 9.22

J Schott explained that this was an ordinance that other communities have adopted to help track guests at local motel/hotels. It is common practice in a motel to gather information from guests, such as name, address and driver's license number, and this ordinance will just ensure that the practice is followed. Motion to adopt Lodging Ordinance 9.22 by B Harlander/P Swenson. Vote: Carried.

Coon Lake Aerator

B struck stated that this line item was no longer needed as he was able to talk to the DNR after the agenda was posted. To be allowed to stock the lake with fish at a later date the DNR advised that the aerators be run this winter.

Plow Truck Purchase

B Struck discussed his search for a plow truck and the truck he has found. It is a very nice truck that has a lot of upgrades. It is more expensive than originally budgeted for. J Schott explained that there will be a budget surplus due to staff reduction this year. The Board discussed using the remaining ARPA funds and budget surplus to purchase the truck.

Motion to purchase plow truck as presented using ARPA funds and budget surplus by D Wisse/J Peterson. Vote: Carried.

Interim Financing Third Avenue Project

J Schott explained that interim financing is needed in the amount of \$650,238 for the Third Avenue Project, Sterling Bank has agreed to provide the interim financing. There is a chance that the Village will receive additional grant funds but there is no guarantee.

Motion to approve interim financing from Sterling Bank in the amount of \$650,238 for the Third Avenue Project, and to approve, if necessary, the creation of a designated checking account for the Third Avenue Project by B Harlander/R Lillehaug. Vote: Carried

Interim Financing Wisconsin Avenue Project

J Schott explained that initial interim financing is needed in the amount of \$388,750 for the Wisconsin Avenue Project, Sterling Bank has agreed to provide the interim financing. This initial interim financing will be used for engineering design costs, GEO services and application fees.

Motion to approve interim financing from Sterling Bank in the amount of \$388,750 for the Wisconsin Avenue Project, and to approve, if necessary, the creation of a designated checking account for the Third Avenue Project by P Swenson/B Harlander. Vote: Carried

Personnel/Finance Committee Recommendation regarding Part-Time Administrative Assistant New Hire

The Personnel/Finance Committee discussed the interview process and recommendation that the Village hire Donna Blazek as a part-time Administrative Assistant.

Motion to approve the Personnel/Finance Committee's recommendation to hire Donna Blazek as the new Part-time Administrative assistant for the Village by D Wisse/R Lillehaug. Vote: Carried

Committee and Department Head Reports

No questions on reports as presented.

Approval of Check Register – Check #192880-192920

Motion to approve check register by B Harlander/A Johnson. Vote: Carried

Items for Future Agendas

Reminder that the October meeting will be held at the Frederic Public Library.

Historical Society Annual Review

Vacant Building Ordinance Update

Adjourn

Motion to adjourn at 7:25 pm by P Swenson/J Peterson. Vote: Carried.