

# FREDERIC VILLAGE BOARD PUBLIC HEARING & REGULAR MEETING MINUTES

Village Hall · 110 Oak Street E  
Monday, June 13th, 2022 · 7:00 pm

## **Call to Order by President Harlin Owens at 7:00 pm at the Village Hall and Zoom.**

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

**Others Present:** Janice Schott, Village Clerk/Treasurer; Roxanne Howe, Deputy Clerk/Treasurer; Bill Struck, Director of Public Works; Amanda Blackmon, Library Director; Rebecca Harlander, Park Board Chair; member(s) of the Public; member(s) of the Press

## **Convene Public Hearing at 7:00 pm**

Motion to convene public hearing by Swenson/Lillehaug Vote: Carried

## **Sewer Rate Increase**

Based on a recommendation from MSA to cover our normal debt and costs along with the addition of the new sewer project loan, the Public Works Committee is advising a sewer rate increase of 8%.

## **Close Public Hearing**

Motion to close the public hearing at 7:02 by Swenson/Wisse Vote: Carried

## **Agenda Approval**

Motion to approve agenda by Harlander/Lillehaug Vote: Carried

## **Correction and Approval of May 9th, May 11<sup>th</sup> and June 6th 2022 Minutes**

Motion to approve the May 9<sup>th</sup>, May 11<sup>th</sup>, and June 6th minutes as presented by Harlander/Johnson Vote: Carried

## **Public Comments**

Rebecca Harlander commented on and thanked the Chamber of Commerce for their hard work on the upcoming Family Days. Based on the events calendar, it appears they have a lot of activities planned throughout the weekend and she is hoping it's a great success.

## **Sidewalk Replacement at Frederic Hardware**

John Parks would like to replace the pavers in front of his store with a solid sidewalk. Salt is eating away at the pavers and it doesn't look nice and could eventually become a safety issue. B Struck was comfortable with allowing that.

Motion to allow John Parks to replace the sidewalk in front of his building by Harlander/Wisse Vote: Carried

## **Family Days Requests**

Craig Meier, on behalf of The Friendly Tavern had a few things to share with the Board to make clear on their plans for the upcoming Family Days weekend, and to seek permission for anything that required approval.

1. Permission to block the one-way road between the bar and the clinic later on Friday afternoon until the end of festivities on Sunday to add outside seating and more space for customers.
2. To add a couple bistro tables on the front sidewalk for people to sit.

3. To have their new food truck sell beer out of it, as allowed by their liquor license, at the street dance and possibly in the closed one-way (if closing the one-way is allowed).
4. To have a trial run in their food truck (only selling food) for a couple hours over the next couple days to work out any kinks before the weekend.

The sidewalk bistro tables are denied, as alcohol must be properly barricaded off, resulting in people having to walk into the street to go around that area. When the street is closed off for the street dance, it is allowable.

Motion to expand the property description on The Friendly Tavern's liquor license to include the space from the back of their building, between the alley and Oak St W. from 5 pm on 6/17/2022 to 5 pm on 6/19/22 by Harlander/Wisse Vote: Carried

Motion to allow The Friendly Tavern to test run their food truck from 11:30 to 1:30 over the next couple days before it goes into operation for Family Days weekend by Swenson/Peterson Vote: Carried

### **Committee and Department Head Reports**

- a) Public Works – Bill Struck: B Struck updated the Board on outside training that has been done this year with himself and Nick Skow. Community Give Back Day was the best one yet and a great help to his department. Some storm sewer repairs have been done along with normal work. Parts and items, such as lights, repair materials, etc. are still backordered. The new system at the sewer plant is still scheduled to start up the first week of July.
- b) Park Board – Rebecca Harlander: Community Give Back Day was a great success and a lot of projects got done. The new fishing pier is in and again, a big thank you to South Fork Sporting Club for their generous donation. We are working on getting a railing system that works better on it. Friends of the Library have donated, in honor of Carolyn Wedin, a bench at the new playground. The park caretakers are working and we have cameras installed on both sides of the lake
- c) Library – Amanda Blackmon: A Blackmon went over the past months statistics and some new things coming up for the summer, including an author coming in this week, and a huge book sale going on during Family Days, and a group of kids coming in for a Dungeons and Dragons event. She is interested in pursuing more space for the library, and in creating a new display area for historical Frederic items.
- d) Law Enforcement – Tamara Larson: The calls for service information for the previous month was passed out.
- e) Clerk/Treasurer – Janice Schott: J Schott reported that the new auditors charge an extra fee to come in person to a board meeting to go over the audit. The second half of the ARPA money should come soon. A recap of the Clerk/Treasurer training that has been done or is scheduled for this year was given.
- f) Ambulance Report – Patty Swenson: Covered on separate agenda item
- g) Public Works – Duane Wisse: Besides the recommended sewer rate increase, the committee also went over the summer street bids, received a change order and update on the CDBG sewer project, and discussed going in on a joint purchase for a heated asphalt patching trailer.
- h) Upcoming Meetings and Events: None

### **Library Account Signers**

Motion to remove David Ammend and Kris Surbaugh and add Christina White and Amanda Blackmon as signers for the Library Account at Bremer Bank by Harlander/Wisse Vote: Carried

### **Library Board Trustee Recommendation**

Motion to appoint Lynelle Laventure to the Frederic Library Board by Harlander/Swenson Vote: Carried

### **Street Repair Bids**

Motion to approve the Public Works Committee recommendations for summer street repairs by Wisse/Johnson Vote: Carried

### **Resolution 06-22 Compliance Maintenance Annual Report (CMAR)**

The Compliance Maintenance Annual Report is a self-audit of the waste water system completed by B Struck and submitted to the DNR.

Motion to approve and submit Resolution 06-22 to the DNR by Swenson/Harlander Vote: Carried

### **2021 Consumer Confidence Report**

This is a report B Struck generates on the testing and safety of our drinking water system.

Motion to submit the Consumer Confidence Report to the DNR and the public by Harlander/Peterson Vote: Carried

### **Sewer Rate Increase Recommendation from Public Works**

Based on the recommendation of MSA for us to cover our normal debt and costs along with the addition of the new sewer project loan, the Public Works Committee is advising a sewer rate increase of 8%.

Motion to approve the 8% sewer rate increase recommendation from the Public Works Committee by Wisse/Johnson Vote: Carried

### **CDBG Sewer Project Change Order #7 recommendation from Public Works**

An unpaid invoice of \$6480 between Staab and their subcontractor DMB Drilling was discovered in February. Staab is also requesting an additional payment of \$552 for additional project management hours and \$70 for bonds and insurance related to the DNR WDPES permit delays. It is MSA's recommendation that the Village approve Change Order No. 7.

Motion to approve Change Order #7 for the CDBG Sewer Project by Swanson/Lillehaug Vote: Carried

### **License Renewals for July 1<sup>st</sup> 2022 through June 30<sup>th</sup> 2023**

- 1) Alcohol – Class A & B Beer and Liquor
- 2) Cigarette & Tobacco
- 3) Mobile Home Park
- 4) Mobile Food Vendor
- 5) Operator

Motion to approve the submitted license renewals for July 1<sup>st</sup> 2022 through June 30<sup>th</sup> 2023 by Lillehaug/Wisse Vote: Carried

**Ambulance Annual Renewal**

Decisions needed by the Board this evening including voting on the ambulance merger, approving the by-laws & contract and choosing the official ambulance representative.

Motion to continue with and approve the contract with North Land Municipal Ambulance Service by Harlander/Peterson Vote: Carried

Motion to direct our ambulance representative to approve the by-laws and the merger as proposed with Amery Ambulance by Lillehaug/Johnson Vote: Carried

Motion to appoint Patty Swenson as ambulance representative and Brad Harlander to serve as alternate by Wisse/Lillehaug Vote: Carried

**Approval of Check Register – Check #192152-192193**

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

**Items for Future Agendas**

None

**Adjourn**

Motion to adjourn at 8:04 pm by Swenson/Peterson Vote: Carried

Respectfully submitted,

Roxanne Howe  
Deputy Clerk/Treasurer