

## FREDERIC VILLAGE BOARD REGULAR MEETING MINUTES

Village Shop – 305 Traffic Avenue N

Monday, June 12th, 2023 · 7:00 pm

### Call to Order by President Amanda Blackmon at 7:00 pm at the Village Shop and Zoom

Present: Amanda Blackmon, Brad Harlander, Amber Johnson, Rob Lillehaug (7:15 pm), Patty Swenson and Duane Wisse, Jackie Peterson (absent).

Others Present: Janice Schott, Village Clerk/Treasurer; Bill Struck, Director of Public Works; Tamara Larsen, Chief of Police; Drew Lindh, MSA Engineer; member(s) of the Public

### Agenda Approval

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

### Approve Previous Meeting Minutes

Motion to approve the May 8th, 2023 minutes as presented by P Swenson/A Johnson Vote: Carried

### Public Comments

#### Projects Update – Drew Lindh, MSA

D Lindh went over a brief update on the Third Avenue and Wisconsin Avenue Projects. MSA is working on gathering project site information and topographic surveying for Third Avenue and is working on coordinating proposals with geotechnical firms for soil borings for Wisconsin Avenue.

#### Proposal on Lead Line Inventory Project – Drew Lindh, MSA

D Lindh gave some background on the EPA Lead Line Replacement Program. The presented proposal will add a Lead Line Inventory to our current GIS system.

Motion to accept the MSA contract to continue GIS Support and create water service line inventory by B Harlander/D Wisse Vote: Carried.

#### Street Repair Bids

B Struck discussed the reasons that certain streets were chosen. They include Ash, Peake, Alley #1, Alley #2, Third Avenue N, and multiple water department patches. There was only one bid received and that was from Monarch Paving.

Motion to approve the street repair bids as presented by P Swenson/A Johnson Vote: Carried

#### Resolution 06-23 Compliance Maintenance Annual Report (CMAR)

The CMAR is an annual self-audit of the wastewater system. The audit is complete and all requirements were met.

Motion to approve resolution 06-23 by B Harlander/D Wisse Vote: Carried

#### 2022 Consumer Confidence Report

B Struck reported that the sample requirement has been met and there were no violations, the Village is in complete compliance.

#### Family Days Requests

Motion to approve Oak Street E closure for car show, Frederic Lions Club Temporary Class B license, Open Container Exemptions at street dance and Coon Lake Park and a Fireworks Display Permit by P Swenson/B Harlander/Lillehaug Vote: Carried

#### Ordinance 17.18(5) Industrial Park Building Height Limit Change

B Harlander reported that the Governance Committee met and voted to raise the building height in Zone I2 from 35 feet to 45 feet. There is a manufacturer who is moving a business to the park but needs the extra height.

Motion to approve the recommendation from the Governance Committee to change the maximum building height allowed ordinance 17.18(5) in the Industrial Park, Zone I2, from 35 feet to 45 feet by D Wisse/R Lillehaug Vote: Carried.

### **Mobile Food Vendor Ordinance Wording Changes**

B Harlander reported the Governance Committee discussed and voted to change some wording in Ordinance 12.11. Changes are as follows:

Motion to accept the Governance Committee recommendation to change “public Street” to “any property within the Village of Frederic limits in ordinance 12.11(1)(a) regarding location operation of mobile food vehicle vendors by P Swenson/A Johnson Vote: Carried

Motion to accept the Governance Committee recommendation to take the word “restricted” out of “private restricted spaces” in ordinance 12.11 (2) in regards to the private property spaces for mobile food vehicles to operate by D Wisse/P Swenson Vote: Carried.

Motion to accept the Governance Committee recommendation to remove ordinance 12.11 (4) (d) requiring a private property owner to obtain a Special Use Permit when having a mobile food vehicle operate from their property by R Lillehaug/A Johnson Vote: Carried.

### **Zoning Non-Defined Property**

R Lillehaug reported that the Planning Commission discussed two vacant lots on the west side of the Village that are un-zoned due to the owner failing to comply with an agreement made with the Village Board many years ago. The lots surrounding the un-zoned lots are zone R3.

Motion to accept the Planning Commission’s recommendation to classify the currently un-zoned parcels 126-00579-0700 and 126-00579-0600 as R3 Multi-Family Residential District lots by B Harlander/P Swenson Vote: Carried.

### **107 Hope Road Land Division**

Board discussed three oddly shaped lots in question. Both property owners are in agreement to make the change to two more evenly shaped lots and a certified survey map was received.

Motion to accept the Planning Commission’s recommendation to approve the requested lot division of parcels 126-00030-0000, 126-00028-000, and 126-00028-0100 to create two, more evenly shaped parcels by B Harlander/D Wisse Vote: carried.

### **ARPA Funds Planning**

J Schott explained the thought behind forming an ad-hoc ARPA Funds Committee to discuss and research the best use for the remaining ARPA funds. This committee will consist of three Board members with input from other community members. A Blackmon, P Swenson and D Wisse volunteered for the committee.

Motion to create an ARPA Funds Committee with the three above volunteers by P Swenson/R Lillehaug Vote: Carried.

### **Polk County Rec Center Letter of Support**

A Blackmon explained that she is part of a committee that has spun off from the Polk County EDC to research the feasibility of a large recreation center being built somewhere in Polk County. The committee is requesting letters of support to present to the County Board. Several Board members expressed the need for more information regarding what would be included in rec center, location, operating expenses and funding.

Motion to approve letter being written in support of exploring options for a Recreation Center somewhere within Polk County by P Swenson/R Lillehaug Vote: Carried.

### **Park Shelter Rental Prices**

P Swenson reported that the Park Board would like to change the fee schedule for Coon Lake Park Shelter Rentals as follows: Regular Shelter from \$50 to \$25, Shelter w/Kitchen from \$100 to \$50. Non-Profits will be asked to make a \$20 donation toward cleaning fee for kitchen rentals and the Park Board will still consider exchanging rental fees for volunteer work within the parks.

Motion to approve Park Shelter Rental fee schedule changes as presented by R Lillehaug/A Johnson Vote: Carried.

## **License Renewals for July 1<sup>st</sup> 2023 through June 30<sup>th</sup> 2024**

A spreadsheet was provided with the licensing information, there were no changes from past years except in the Mobile Food Vendor section, Adventures did not apply.

Motion to approve license renewals as presented for Alcohol, Cigarette/Tobacco, Mobile Home Park, Mobile Food Vendors, and Operators/Bartenders by P Swenson/D Wisse Vote: Carried.

## **Committee and Department Head Reports – Attached**

Bill Struck, Director of Public Works, submitted a detailed report.

Rebecca Harlander, Park Board Chair, submitted a detailed report.

Amanda Blackmon, Library Director, submitted a detailed report.

Tamara Larson, Police Chief, submitted a detailed report.

Janice Schott, Clerk/Treasurer, submitted a detailed report.

## **Approval of Check Register – Check #192738-192787**

Motion to approve check register as presented by B Harlander/R Lillehaug Vote: Carried

**Convene into Closed Session** pursuant to Wisconsin State Statute 19.85(1)(c) for the purpose of discussing the consideration of employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically regarding employee compensatory time and interruption of an employee's duties.

Motion to convene into closed session by P Swenson/A Johnson Vote: Carried

Motion to reconvene into open session by P Swenson/R Lillehaug Vote: Carried

## **Action Taken from Closed Session**

Motion to approve allowing Tamara Larsen, Police Chief, to earn compensatory time, following established rules for limit, etc., for additional hours worked while she is the only police officer employed by the Village by R Lillehaug/A Johnson Vote: Carried.

## **Items for Future Agendas**

The Village Board meetings will be held at Village owned locations throughout the summer as scheduled:

July – The Depot

August – Sewer Plant

September – Senior Center

October – Library

Look for location on each agenda. Public is welcome to attend.

## **Adjourn**

Motion to adjourn at 8:32 pm by P Swenson/R Lillehaug Vote: Carried

Respectfully submitted,

Janice Schott

Clerk/Treasurer