

## FREDERIC VILLAGE BOARD REGULAR MEETING MINUTES

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

### Call to Order by President Harlin Owens at 7:00 pm 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 absent; Amber Johnson present

**Others Present:** Janice Schott, Village Clerk/Treasurer; Roxanne Howe, Deputy Clerk/Treasurer; Bill Struck, Director of Public Works; Tamara Larson, Chief of Police; Kris Surbaugh, Library Director (via Zoom); member(s) of the Public; member of the Press (via zoom)

### Agenda Approval

Motion to approve agenda by Lillehaug/Swenson Vote: Carried

### Correction and Approval of January 10th, 2022 Minutes

Motion to approve the January 10<sup>th</sup> minutes as presented by Harlander/Lillehaug Vote: Carried

### Public Comments

Dennis Cramer – Owner of Urban on Oak, is hoping to be open for business at the end of March. He questioned if it was possible to get a “Business District” sign at the 4-way letting the passerby know there was more businesses other than what they see on Highway 35. B Struck is going to check with the DOT on regulations.

### Committee and Department Head Reports

a) Public Works – Bill Struck reported on the quiet winter we’ve had due to less snow. The cold temperatures are starting to cause some freezing concerns around the area, but he is monitoring it closely and so far, we are ok. He is working with MSA and the DNR to finalize the waste water permit, and is on schedule to be wrapped up by Spring. A new truck is on order and will be paid for by the water and sewer departments. Starting to seek summer bids for street and storm sewer work, plus backup power for the water and sewer departments and new street lights.

b) Public Works Committee - None

c) Park Board – Rebecca Harlander - B Harlander reported that the skating rink is open and being used. Trails east of Coon Lake and Trade River are open and busy. Many people were thanked for their help with the rink and trails. Park Board meetings will start again in March.

d) Library – Kris Surbaugh – The State required annual report is filed. In an effort to improve the young adult population in the library, we are working with the high school librarian. In January we started bringing a pop-up library to the school once a week. We are hopeful they will start getting into the routine of checking out what we have and getting them interested.

e) Law Enforcement – Chief Tamara Larson - January had 119 calls for service. T Larson went to a Chiefs Conference training last week and felt she learned many valuable things. In addition she also took a “Woman in Command” and a “Legally Justified” class. Unfortunately, we already lost our new part time hire as he was offered a full-time position elsewhere. They were called up to the school with the K9s to do some air scents around vehicles, and Taser did a good job.

f) Clerk/Treasurer – Janice Schott – J Schott took in just under 800,000 in property taxes. We will cut the checks this month to the receiving parties of the funds. We applied for and were awarded 2 grants; a safety grant in the amount of \$379, and a Parks and Rec grant for \$982.00, both from the Wisconsin League of Municipalities. At the last Polk County Economic Development meeting, a member from UW Extension mentioned he had moved to Frederic about 8 years ago and is amazed at the growth he's seen in the area, and offered to meet with any interested people to talk about possible ways to support that growth. Our current printer has been having problems. When we purchased it in 2011 it was already an older model.

Motion to authorize the purchase of a copier by staff if deemed necessary without further Board action by Harlander/Swenson Vote: Carried

g) Ambulance Report – Patty Swenson – The ambulance Board met in January and discussed the merger. Manager Nikki is coming to our March meeting, and we are hoping to get Lakes to come in April. North called and said it would be too expensive to service us, so it is not an option right now. We need to make a decision by June on who we are going with.

B Harlander is researching the idea of having an AED that is located in the Village that could be accessible by anyone 24/7 in the case of an emergency. Where to put it that it is accessible, secure, and not affected by weather are pieces to figure out.

h) Zoning Board of Appeals – Brad Harlander – The full Board met with the new members and went over some key points on the function of the group and reiterated that we don't make rules, we enforce them. Members were asked to look over the zoning code and note if they saw things that may be outdated or needs change and could be brought for action at the Village Board in the future. B Struck is looking into the hiring of a third party to handle our zoning permits.

i) Planning Commission – Harlin Owens – The group met and acted on a conditional use permit.

j) Upcoming Meetings and Events - None

#### **Liquor License – Frederic Liquor**

Todd Blyton introduced himself as the new soon to be owner of Frederic Liquor. The current liquor license is paid and good through June 30<sup>th</sup>, 2022.

Motion to approve a liquor license transfer to the new owners of Frederic Liquor LLC at 209 Wisconsin Avenue N by Harlander/Lillehaug Vote: Carried

#### **Planning Commission Recommendation – Conditional Use 107 Hope Road W**

A request to put living quarters in the business at 107 Hope Road W met the conditional use permit requirements and is recommended for approval by the Village Board.

Motion to approve the conditional use permit for 107 Hope Road W with the condition it meets the State Building, and Fire Codes by Lillehaug/Peterson Vote: Carried

#### **Insurance Policy – Internet Security**

J Schott reported our insurance agent has been suggesting we add cyber liability to our current policy. She spoke with Dan Young at Connection Point and he agreed. H Owens suggested talking with Workhorse about this. J Schott will get an updated quote and put it on next month's agenda.

**ARPA Funds Planning**

Final plan submittal is due April 30th for the ARPA funds we received. The Final Rule has been put in place and H Owens recommends we file it under the Replacement Revenue option that makes the filing of and use of more simplified. Action will be needed before plan submission.

**North Memorial Ambulance Proposal - N/A**

**Approval of Check Register – Check #191938 – 192014**

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

**Items for Future Agendas**

Building/Zoning code discussion and possible 3<sup>rd</sup> party permit handling.

**Adjourn**

Motion to adjourn at 8:02 by Swenson/Peterson Vote: Carried

Respectfully submitted,

Roxanne Howe  
Deputy Clerk/Treasurer

DRAFT