

## Village of Frederic Regular Meeting Minutes June 13th, 2016

The Regular meeting of the Village Board was called to order at 7:00 pm by President Meyer.

Roll Call: Jim Meyer, Brad Harlander, Todd Miller, Maria Ammend, George Hansford, Doug Gustafson, Rick Heltemes present.

**Consideration of Change to Noticed Agenda:** None

**Consideration of Change to May 9, 2016 minutes:** Miller motion to accept minutes, Hansford second. Carried.

**Public Comments:** None

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

**Public Works**-Kenneth Hackett: There is a leak under the road down by the fountain. This is causing a hole in the road there. It has been filled. As soon as lake goes down they will fix leak and patch the hole. Miller asked about other roads getting patched and Board suggested more patching be purchased and roads be patched. President Meyer brought up the Community coming together to get the lights up at the ballfield and thanked George Hansford for his work in heading up the project. George stated thanks should go to the volunteers and businesses who donated time and money to the project.

**Park Board**-William Johnson: Trees purchased and planted through the Tree Grant. Community Give Back day was a success. Students from the Frederic High School completed many projects including a new roof on the information sign, cleaning up volleyball court, working on horseshoe pits, clean/paint picnic tables at park, work on mulching/cleaning gardens, debris pickup on Gandy Dancer and trail East of Coon Lake, cleaning stones at Maple Grove Cemetery. Village and Park Board appreciate the help from the school and students. Frederick Arts is planning to have a timber framing class and during that class they will possible build a gazebo or some type of building to be placed on park property. Basketball court was recoated and it looks great. The Park signs on the highway by the Rose Garden were redone. A new dock was ordered for the East Side of Coon Lake and the boat landing.

**Library**-Eric Green: The library will have a book sale on Friday 17<sup>th</sup> and Saturday 18<sup>th</sup> during Family Days, there will also be "library swag" available. Summer reading program starts Monday June 20<sup>th</sup>.

**Law Enforcement**-Officer Johnson: Typical May. Officer Johnson wanted to talk about bears and how to keep them from your yard. If there is bear in your area you should remove bird feeders, pet food, garbage, clean grill, etc. and they will leave eventually. Extra help is in place for Family Days.

**Treasurer**-Jennifer Phernetton: Expenses are right on track. A sewer replacement fund was started in response to the recommendation from the CMAR results. Phernetton mentioned we would like to be able to offer Utility customers and taxpayers an option to pay bills with a credit card. This will be at no expense to the Village. Board suggested it be brought next month for a motion.

**Frederic Family Days Permits and Licenses:** Miller motioned to approve Item 7 a – g, Hansford second. Carried.

**License Renewals for the period of July 1<sup>st</sup>, 2016 thru June 30<sup>th</sup>, 2017:** Heltemes motioned to approve all license applications with a 60 day provisional license for Hacker's Lanes.

**Discuss/Adopt Resolution 06-16 2016 Compliance Maintenance Annual Report (CMAR):** Mike Laqua, public works, explained the CMAR and the items that needed attention. These items will be discussed and plan to correct will be made. Harlander motioned to Adopt Resolution 06-16, Heltemes second. Carried.

**Discuss/Act on Recommendation by Police Commission to Place Bear Warning Signs by Trails:** Hansford stated the Police Commission had made a request to post signs on trails alerting walkers that there are bears in the area. There was discussion on the type of sign and what information should be on the sign. It was decided to pass this down to the Park Board to design a few sign options and bring July meeting.

**Discuss/Adopt Resolution 2016-6 Emergency Plan:** Miller motioned to accept Resolution 2016-6, Ammend second. Carried.

**Consider Resident Request to Add a Second Driveway to Property:** A potential sale of a home located on Benson and Woodlawn is contingent on the new owner being able to add a second drive and relocate garage entrance. Clarified that the curb and gutter expense would be the homeowners. Miller motioned to approve driveway as long as homeowner submits drawing and it is approved by the Zoning Administrator, completes permit and pays fee, Heltemes second. Carried.

**Discuss/Approve a \$14,000 expenditure for Street Vehicle Maintenance/Repair:** Asked if there was room for it in the budget, Jen Phernetton stated that the auditor said it would be okay. With hopper repair, that was already scheduled, the total will be \$20,000. Miller asked about old equipment that could be sold to help defray cost of repair and possibly start an equipment replacement fund. Heltemes motioned to repair sweeper, Gustafson second. Carried.

#### Unfinished Business

**Discuss Timber Harvest Revenue:** Rebecca Harlander reported that the Park Board met with the DNR and walked the trails. They will come back in February to help with grant writing. Harlander made a motion to place Timber Harvest Revenue in a designated restricted fund for trail development, Ammend second. Carried.

**Approval of Payment of Bills – Check #187645 – 187705:** Ammend motion to approve, Miller second. Carried.

**Closed Session:** Motion by Ammend to convene to closed session, Miller second.

**Roll Call:** Jim Meyer, Todd Miller, Maria Ammend, Rick Heltemes, George Hansford, Doug Gustafson, Brad Harlander.

**Convene to closed session as per State Statute 19.85 (1)(c) Compensation and Evaluation. Consideration of employment, promotion, compensation or performance evaluation of any public employee.**

Heltemes motion to reconvene to open session, Ammend second. Carried.

#### **Action Taken from Closed session:**

Ammend motion to approve \$1.00/hour raise for Janice Schott. It will be retroactive to June 1, 2016, Hansford second. Carried.

Harlander motion to approve promotion of Bill Struck to Assistant Director of Public Works and approve a raise of \$1.10 per hour for Bill Struck. It will be retroactive to May 31, 2016, Ammend second. Carried.

Harlander motion to approve hiring of Zach Williamson for part time employment in the Public Works Department, Miller second. Carried.

Ammend motion for Police Chief to work a minimum 8 hour shifts for 5 days a week with various shifts. Remain on Salary, Hansford second. Carried.

Miller motion for Police Chief to submit a weekly schedule and to check in and check out daily with the office manager. Also, the part time officers will check in and check out daily with the Chief of Police, Hansford second. Carried.

The Board agreed to revisit the hiring of a new part time police officer.

**Board Member Comments:**

Rick Heltemes asked if there are road projects scheduled for the Village. The Public Works committee will be meeting in July. Dave Rasmussen from MSA will attend and discuss public works projects and goals, including road projects. Jim Meyer mentioned Fahner has been in contact with Ken Hackett about roads in need of repair.

Miller motion to adjourn at 10:02 pm, Ammend second. Carried.

Janice Schott  
Village Clerk