



MINUTES

Regular Evening Meeting

10:00 AM - Thursday, January 23, 2025
City Hall Council Chambers

The City of Pine City Council met in Regular Evening Meeting on Thursday, January 23, 2025 at 10:00 AM in the City Hall Council Chambers.

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Mayor Bombard Called the meeting to order at 10:00 AM.

2. **ROLL CALL**

Mayor Kent Bombard and Councilors Dan Swanson and Dave Hill present.
Councilors Kyle Palmer and Gina Pettie absent.

City Staff present: City Administrator Marcy Peterson, Melanie Bloomquist, Adam Zemek, Brock Bloomquist, Nicole Tricker, Tabitha Pickett, Lara Smetana, Maury Montbriand and Tom Miller.

3. **CONSIDERATION AND APPROVAL OF AGENDA**

Councilor Swanson requested the addition of item 9.6, Fawn Meadows Feasibility report and Joint Work Session Request.

Mayor Bombard requested that the Mayor's update and Council concerns be moved above the closed session. Councilor Hill made a motion to approve the agenda with the above mentioned changes, Councilor Swanson seconded the motion, motion carried unanimously.

4. **PUBLIC FORUM**

No one from the public requested to speak.

5. **PUBLIC HEARINGS / PRESENTATIONS / CORRESPONDENCE**

5.1. **LEE AKRUM - 320 BREWING CO.**

Lee Ankrum presented his request for a reduced water rate, citing that more than half of his water usage goes into brewing rather than the sewer. He has made two requests for public works to come see if there was an option with his meter to separate the water usage for brewing. He proposed a commercial water rate for small businesses in town to help lower their costs.

Councilor Hill made a motion to refer these rates to the Ordinance Review Committee for evaluation to ensure they are in line with rates from other cities, Councilor Swanson seconded the motion, motion carried unanimously.

6. COMMITTEE REPORTS

- City Administrator Peterson provided an update on the Library Committee meetings, mentioning concerns about parking lot lighting. Brock addressed this by installing flood lights.
- Mayor Bombard gave an update on the Ordinance Committee.
- Brock Bloomquist gave an update on the Parks and Public Spaces meeting.
- Councilor Hill provided an update on the Liquor Committee, noting the addition of a new TV to advertise local events in partnership with the Chamber. He also mentioned that a cooler reset is scheduled for February 3rd.

7. CONSENT ITEMS

- January 8, 2025 Meeting Minutes
- Check Detail Report
- Request to Hire - Sam Ziwicki (Public Works 2)

Councilor Swanson made a motion to approve the consent agenda, Councilor Hill seconded the motion, motion carried unanimously.

8. OLD BUSINESS

8.1. CITY COUNCIL MEETING DAYS AND TIMES - REQUESTED TO BE BROUGHT BACK TO THIS AGENDA BY COUNCILOR HILL, COUNCILOR SWANSON, AND MAYOR BOMBARD

City Administrator Peterson updated that after the meeting schedule was set at the last meeting, several people reached out to her noting that it conflicts with the school board meeting.

Councilor Hill made a motion to return to the previous schedule but proposed revising it through an ordinance to reduce meetings to once a month, on the first Wednesday at 6:30 PM, with an optional second meeting if necessary. The motion failed due to lack of a second.

Mayor Bombard made a motion to revert to the regular meeting schedule (1st Wednesday at 6:30 PM and 3rd Thursday at 10 AM) but suggested sending out a survey to gather community input on preferred meeting times, Councilor Hill seconded the motion, motion carried unanimously.

8.2. PUBLIC WORKS FRONT END LOADER FINANCING UPDATE - NICOLE TRICKER, FINANCE DIRECTOR

Nicole Tricker updated the Council on the Front End Loader, stating that the closing is scheduled for February 4th.

Councilor Hill made a motion to approve Resolution 2025-08, Councilor Swanson seconded the motion, motion carried with the following roll call vote: Mayor Bombard, Councilors Hill and Swanson all voting yes.

9. NEW BUSINESS

9.1. CONTRACTED MUTUAL FIRE AID BETWEEN RUSH CITY AND PINE CITY

City Administrator Peterson updated the Council on the contracted mutual aid

extension, which is requesting to be extended to April 1, 2025, until a new contract can be finalized.

Councilor Swanson made a motion to approve the contract extension, Councilor Hill seconded the motion, motion carried unanimously.

9.2. PARKS & PUBLIC SPACES COMMITTEE APPLICATION - MAKAYLA THOMPSON

City Administrator Peterson updated Council on the Application.

Councilor Hill made a motion to approve the Makayla Thompson for Parks & Public Spaces Committee, Councilor Swanson seconded the motion, motion carried unanimously.

9.3. DISCUSSION ON CITY IT SERVICES

City Administrator Peterson updated the Council on the current conflict of interest with Mayor Bombard serving as both the Mayor and the City's IT contractor. The City either needs to sign the conflict of interest form or hire a new contractor. Mayor Bombard provided an update, stating he is willing to remain in his role until the end of April to complete ongoing projects.

Councilors Swanson and Hill expressed a preference for a contracted IT provider. The Council agreed to allow Bombard Tech to continue providing IT services until the end of April.

Councilor Swanson made a motion to issue RFPs for IT services and to have the Conflict of Interest form signed at the next meeting, Councilor Hill seconded the motion, motion passed unanimously. Mayor Bombard abstained.

9.4. MIDCONTINENT AND CITY OF PINE CITY - DARK FIBER IRU AGREEMENT

City Administrator Peterson updated the Council on the Dark Fiber IRU agreement. Mayor Bombard provided additional information, noting that there are two items in the agreement that Peterson will have updated before it is signed.

9.5. DESIGNATE WOODPECKER RIDGE PARK TO LIONS PARK

Brock Bloomquist presented a request to officially rename the park in Woodpecker Ridge to Lions Park. He explained that the local Lions Clubs have donated money to help renovate the park, and renaming it would be a great way to honor their generosity. He also proposed purchasing a new park sign with the updated name, designed to match the other park signs.

Councilor Hill made a motion to approve the request, Councilor Swanson seconded the motion, motion carried unanimously.

9.6. FAWN MEADOWS FEASIBILITY REPORT AND JOINT WORK SESSION REQUEST

Councilor Swanson updated the Council that during the EDA and HRA meetings this week, Fawn Meadows was discussed. He was unaware of this discussion and found it odd. He expressed concerns about the cost of the project and the City's inability to bond for the next three years.

Councilor Hill also voiced concerns, stating that the City will not be able to afford the project for some time. He suggested possibly lobbying for State funding to support it. Mayor Bombard recommended holding a joint meeting with the HRA and EDA to

discuss housing and gather more information.

Council asked Peterson to reach out to Council and Lezlie to finalize the date and time for the meeting.

10. FINANCIAL REPORT

Nothing was raised for further discussion

11. MAYOR'S REPORT

Mayor Bombard promoted the upcoming Winter event this Saturday, January 25th.

12. COUNCIL CONCERNS

No Concerns

13. CLOSED SESSION

Mayor Bombard asked for a motion to close the meeting.

Councilor Swanson made a motion to close the meeting, Councilor Hill seconded the motion, motion carried unanimously.

Closed Session called to order at 11:05 AM.

Present during the Closed Session: Mayor Bombard, Councilor Hill and Councilor Swanson.

City Administrator Marcy Peterson, Melanie Bloomquist and City Staff during their evaluation.

13.1. CITY STAFF ANNUAL PERFORMANCE REVIEWS - THIS PORTION OF THE MEETING MAY BE CLOSED PURSUANT TO M.S. §13D.05, SUBD. 3, TO CONDUCT THE ANNUAL PERFORMANCE EVALUATION OF CITY STAFF.

- Brock Bloomquist - Parks and Public Buildings Director
- Nicole Tricker - Finance Director
- Adam Zemek - Fire & Life Safety Inspector
- Lara Smetana - Liquor Operations Manager
- Maury Montbriand - Public Works Director
- Tom Miller - Fire Chief
- Melanie Bloomquist - Deputy Clerk/HR Specialist

Mayor Bombard requested a motion to open and approve evaluations as discussed in the closed session.

Councilor Hill made a motion to open the meeting, Councilor Swanson seconded the motion, motion carried unanimously.

Meeting Opened at 2:32 PM.

14. ADJOURN

Meeting was adjourned at 2:33 PM



CAO



Mayor

Minutes Completed by: Melanie Bloomquist, Deputy Clerk
Reviewed by: Marcy Peterson, City Administrator