



MINUTES

Regular Evening Meeting

6:30 PM - Wednesday, April 3, 2024
City Hall Council Chambers

The City of Pine City Council met in Regular Evening Meeting on Wednesday, April 3, 2024 at 6:30 PM in the City Hall Council Chambers.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Acting Mayor Pettie called the meeting to order at 6:30 PM

2. ROLL CALL

Acting Mayor Gina Pettie, Councilors Sloan, Hill and Palmer Present

3. CONSIDERATION AND APPROVAL OF AGENDA

Acting Mayor Pettie requested that 9.7 Organizational Chart be removed from the agenda. Move this item to visioning meeting in May.

Councilor Hill made a motion to approve the agenda with item 9.7 being tabled to May visioning meeting, Councilor Sloan seconded the motion, Motion carried unanimously.

4. PUBLIC FORUM

This is an opportunity for citizens to present items to the Council that are not on the agenda. Each presentation is limited to three (3) minutes and a maximum of fifteen minutes is set aside. If your item needs follow-up from the City, Staff will arrange for that.

5. PUBLIC HEARINGS / PRESENTATIONS / CORRESPONDENCE

Tonya Miller doesn't think the Public Works Admin Assistant should not be just under public works with the organizational chart.

5.1. MOLLIE DAVIS - 440 5TH AVE NW PINE CITY

Made a comment on the Organizational Chart that was removed from the agenda, states she does not believe Public Works Administrative Assistant only works under Public Works and should under multiple departments.

5.2. DAN SWANSON - 118 6TH AVE SE PINE CITY

Asked about the City publishing notice on Counties request for no parking rules during County Road 9 closure.

Peterson notified that Public Works is concerned about who will be posting this and will the County be posting signs or is the City responsible.

6. SHERIFF UPDATE

Deputy Moe provided an update to the Council. There were no new concerns in March, no vandalism in the parks, and no rise in crime within the city. However, there has been an increase in traffic complaints, particularly speeding near the high school. Councilor Sloan inquired about the new four-way stop on Golf Avenue, and Deputy Moe reported that it has been monitored without any issues.

Interim City Administrator Peterson inquired about the increased speeding on 10th Street, noting that it has been a frequent complaint. Deputy Moe responded that they would monitor the area.

Councilor Hill expressed concerns about neighbors engaging in illegal burning. Deputy Moe advised to contact dispatch should this occur again.

7. DEPARTMENT / COMMITTEE REPORTS

The Council expressed no concerns regarding the Department updates.

8. CONSENT ITEMS

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

8.1. APPROVAL OF MINUTES

8.2. APPROVAL OF CHECK DETAIL REPORT

8.3. APPROVAL OF PAYROLL REGISTER

8.4. APPROVAL OF MOBILE FOOD UNIT LICENSE

8.5. APPROVAL OF SPECIAL EVENT PERMIT

8.6. APPROVAL OF SPECIAL EVENT PERMIT

8.7. APPROVAL OF SPECIAL EVENT PERMIT

8.8. APPROVAL OF BINGO APPLICATION

8.9. APPROVAL OF TEMPORARY LIQUOR LICENSE

8.10. APPROVAL OF TEMPORARY LIQUOR LICENSE

9. OLD BUSINESS

9.1. APPROVAL OF RESOLUTION 20240403-19 - ADDING COUNCILOR DAVE HILL AS A SIGNER ON FINANCIAL ACCOUNTS

The resolution was adopted following a roll call vote.

Acting Mayor Pettie - Yes

Councilor Sloan - Yes

Councilor Palmer - Yes

Councilor Hill - Yes

9.2. APPROVAL OF RESOLUTION 20240403-20 - APPROVAL FOR THE COUNTY OF PINE TO MOVE FORWARD WITH PLANNING STAGE TO ADD SIDEWALKS ON BOTH EAST AND WEST SIDES OF THE SNAKE RIVER BRIDGE ON HIGHWAY 61.

The resolution was adopted following a roll call vote.

Acting Mayor Pettie - Yes

Councilor Sloan - Yes

Councilor Palmer - Yes

Councilor Hill - Yes

9.3. APPROVAL OF RESOLUTION 20240403-21 - RESOLUTION ESTABLISHING PROCEDURES RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE

Marcy updated Council on Resolution.

The resolution was adopted following a roll call vote.

Acting Mayor Pettie - Yes

Councilor Sloan - Yes

Councilor Palmer - Yes

Councilor Hill - Yes

9.4. DISCUSSION AND POSSIBLE APPROVAL OF IT SERVICES RFP.

Interim City Administrator Peterson updated Council on the RFP's the City received for IT services and staff recommendation.

Councilor Hill made a motion to accept Staff recommendation, Councilor Palmer seconded the motion, motion carried unanimously.

9.5. DISCUSSION AND POSSIBLE ACTION REGARDING POTENTIAL COUNCIL CONFLICT OF INTEREST

Interim City Administrator Peterson briefed the Council on this issue. Following that, Councilor Palmer informed the Council of his request to include this item on the agenda, expressing his awareness of concerns regarding his dual role as a firefighter and council member. He noted his history of abstaining from voting on fire department issues and expressed his intention to continue this practice.

9.6. DISCUSSION AND POSSIBLE ACTION REGARDING MUTUAL AID WITH RUSH CITY

Interim City Administrator Peterson informed the Council of ongoing discussions with the City of Rush City regarding their request to reinstate Mutual Aid for the rest of the year.

Councilor Hill mentioned his meetings with the City of Rush City, expressing his desire not to penalize the citizens of Rock Creek. He would like further dialogues between Rush City and Rock Creek to reach a consensus.

Peterson and Miller have engaged in several discussions with the City of Rush City. Initially, they sought a six-month extension of mutual aid until a formal agreement could be reached. However, the subsequent letter requests mutual aid to continue until the end of 2024, covering all territories of Rush City, not limited to Rock Creek. Councilor Sloan stated that the Council has a deep concern for our community and neighboring areas. The decisions that are forthcoming are not indicative of a lack of care. However, Rock Creek delayed their final decision until after our budget was finalized. She holds the view that our city's decision should be based on fiscal responsibility. Additionally, she mentioned that Rush City declined a proposed paid aid contract.

Councilor Hill proposed to prolong discussions with the City of Rush City and to defer making a decision at the present time.

Councilor Sloan and Acting Mayor Pettie oppose the approval of mutual aid without charge until the year's end.

Subsequently, Councilor Hill withdrew his motion.

Councilor Hill proposed a motion to reject the letter from Rush City. Acting Mayor Pettie seconded the motion, which was carried, with Councilor Sloan also voting in favor.

9.7. DISCUSSION AND POSSIBLE APPROVALS OF AFSCME MOU'S FOR STAFF

Interim City Administrator Peterson briefed the council on the AFSCME MOUs, which were finalized by Union Representative Cheryl and ratified by the union members.

Councilor Palmer suggested that the positions should be advertised to prevent staff from being overburdened. The council expressed a desire for an extra visioning session to deliberate on the Organizational Chart and vacancies.

Acting Mayor Pettie moved to approve the MOU's as presented, Councilor Hill seconded, motion carried unanimously.

10. NEW BUSINESS

10.1. DISCUSSION AND POSSIBLE ACTION REGARDING INTERIM ORDINANCE 20230802-01

Interim City Administrator Peterson briefed the council on an ordinance passed in August 2023 that was not signed by the Mayor and City Administrator, both of whom have since left the city. She stated her intention to have it updated for signing at a future meeting. Councilor Palmer proposed amending the ordinance to apply solely to commercial, not personal, uses before the next ordinance meeting. Dan Swanson noted that the amendment to safeguard individuals before publication was not completed. The council agreed to implement changes as discussed in the August 2nd meeting.

10.2. DISCUSSION AND PLAN CITY OF PINE CITY COUNCIL VISIONING SESSION -315 MAIN STREET S -2024 BUDGET REVIEW

Acting Mayor Pettie suggested the 12th of April at 2 PM for the meeting. However, Councilor Palmer is unavailable at that time. Councilor Palmer can attend in the morning.

The meeting has been scheduled for April 12th at 9:00 AM, to be held at the council chambers located at 315 Main Street South.

10.3. DISCUSSION AND POSSIBLE ACTION REGARDING PAST EDA AUTHORIZATIONS

Councilor Palmer informed the council that according to the EDA meeting minutes, an unauthorized individual was added as a signer to the Stearns Bank account instead of the designated person. He expressed concerns about the bank's security. Nicole

provided an update, while Councilor Sloan requested clarification on the EDA's bylaws. Councilor Palmer is worried that the account signers do not match those authorized in the minutes, and that one individual was added without proper authorization. Councilor Hill believes that a council member should be involved in all City financial accounts, and Councilor Sloan suggests a discussion with the EDA. Councilor Palmer's primary concern is with the banking institution rather than the EDA regarding this issue.

11. COUNCIL CONCERNS AND UPDATES

Councilor Sloan would like to have Mayor vacancy addressed at the April 18th meeting.

12. ADJOURN

Councilor Hill made a motion to adjourn the meeting, Councilor Palmer seconded the motion, motion carried unanimously.
Meeting adjourned at 7:37PM.

CAO

Mayor