



MINUTES

Regular Evening Meeting

6:30 PM - Wednesday, May 1, 2024
City Hall Council Chambers

The City of Pine City Council met in Regular Evening Meeting on Wednesday, May 1, 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 Pettie, Councilors Hill, Sloan and Palmer all present.

3. CONSIDERATION AND APPROVAL OF AGENDA

Interim City Administrator Peterson requested 10.2 (Parking Variance and Conditional Use Permit - 510 2nd St SE) be moved to May 16th Agenda.

Acting Mayor Pettie made a motion to move 10.2 to May 16th Agenda and approve the remaining agenda items. Councilor Hill 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.

4.1. TERRY NEITZEL - 720 2ND AVE SW

Brought up concerns with a City Staff member, Data request policy and Ordinance for Off Sale liquor licenses within the City.

4.2. ROBERT SALONEK - 130 3RD AVE SE

Resident of 3rd Ave SE, presented a petition for the City of Pine City Council to reject any and all alterations, structures or lake access on the east end of 3rd Ave SE.

4.3. MOLLIE DAVIS - 440 1ST AVE

Inquired about the reasons for Councilor Sloan's brief return to City Council and how it was decided. Councilor Sloan explained.

5. PUBLIC HEARINGS / PRESENTATIONS / CORRESPONDENCE

5.1. JULIE BERGLUND

The Community Action Plan (CAP) for docks and winter access on Cross Lake at the end of 3rd Ave SE was discussed. Historically, this location served as the winter access point for Cross Lake. The proposed dock would provide parking for boats in the summer and vehicle access to the lake in the winter, similar to the 5th Street docks. Although multiple sites were considered, 3rd Ave SE remains the preferred location. CAP aims to organize a public hearing with the community in late May or early June.

Councilor Hill expressed concerns, stating that a turnaround would be necessary at the end of the dead-end street. Although the street is currently exempt, any modifications would require this addition. He suggested the possibility of expanding dock space at Challeen Park but opposed the city's promotion of venturing onto the ice.

Councilor Palmer appreciated the dock expansion idea but expressed apprehension about increased car traffic on the lake during winter. He believes that if such a development occurs on 3rd Ave SE, it should mirror the setup on 5th Street to mitigate littering.

Acting Mayor Pettie is in agreement with the docks proposal and has apprehension regarding winter access.

Councilor Sloan has suggested that the public hearing take place at 315 Main Street in Council Chambers.

Interim City Administrator Peterson and Julie Berglund are tasked with selecting a suitable date.

5.2. SCHANE RUDLANG - EHLERS INC.

Presented Bond Sale to Council. Bond will close on May 22nd.

Interim City Administrator notified council that Issuance and Sale of Bond 2024A Resolution will need to be passed to proceed.

Councilor Sloan made a motion to approve Issuance and Sale of Bond 2024A Resolution, Councilor Palmer seconded the motion, the motion passed with the following Roll Call votes:

Councilor Hill - Yes

Councilor Sloan - Yes

Councilor Palmer - Yes

Councilor Pettie - Yes

6. SHERIFF UPDATE

6.1. DEPUTY MOE

There are no new concerns from the Sheriff's Department. Maury Montebriand, Public Works Director raised concerns about an individual camping in Birchwood Cemetery. The deputy informed him that the Sheriff's Department reached out to the City about this concern and had been granted permission to trespass future offenders that are on City property.

7. DEPARTMENT / COMMITTEE REPORTS

The Council had no concerns or questions regarding Department updates.

8. CONSENT ITEMS

Acting Mayor Pettie made a motion to approve the consent agenda, Councilor Hill seconded the motion. Motion carried unanimously.

Councilor Hill raised concerns regarding the Al Fresco permit for 320 Brewing and inquired about additional reviewers of the plan. It was requested that the Fire Chief and the Fire & Life Safety Director examine the plans before the next meeting on May 16th.

9. OLD BUSINESS

9.1. REQUEST FOR COUNCIL ACTION - MILL SITE REIMBURSEMENT

Lezlie Sauter submitted a Mill Site Reimbursement request with the total cost estimated at approximately \$17,000, with the expectation that a portion will be covered by EDA and HRA budgets. The project is now complete, and there are remaining details that require resolution. It was expected that the City would place \$100,000 in escrow for this project, a step that was overlooked by the previous administration. Lezlie has indicated her willingness to provide a final presentation once the grant is closed. In sum, the City's investment in the project will amount to roughly \$25,000.

Councilor Sloan made a motion to approve request for Mill Site Reimbursement, Councilor Hill seconded the motion, Motion carried unanimously.

9.2. CANNABIS RETAIL RECOMMENDATION

Lara Smetana, the Liquor Store Operations Manager, presented a recommendation to the council regarding Cannabis Retail. Currently, the Liquor Committee advises against the city obtaining a retail cannabis license. She is requesting a motion from the council.

Councilor Palmer made a motion to approve recommendation, Councilor Sloan seconded the motion, Motion Carried Unanimously.

9.3. LADDER TRUCK MEMO

Chief Miller presented a memo regarding the ladder truck intended for purchase, highlighting a significant hydraulic leak in the ladder swivel. The repair part is estimated to cost about \$35,000, with the City of Savage offering a \$40,000 discount to compensate. Chief Miller expressed concerns about potential additional contamination in the hydraulic system leading to further repairs. The part's delivery could take 12-16 weeks, with repairs lasting around 2 weeks. Councilor Palmer inquired whether the leak-related issues might arise soon or later. Chief Miller estimated potential repair costs between \$12,000 and \$25,000. Councilor Sloan opposed proceeding with the purchase, and Acting Mayor Pettie suggested it might be an unnecessary project for the Fire Department. Chief Miller recommended that the City reconsider its options. Councilor Palmer proposed exploring newer ladder truck alternatives that would require less work. Chief Miller will prepare a presentation with various options for the council meeting on May 16th.

Councilor Palmer made a motion to deny purchase of fire truck, Councilor Hill seconded the motion, motion carried unanimously.

Councilor Palmer made a motion to amend loan through ECE to only include pumper, Councilor Hill seconded the motion, motion carried unanimously.

9.4. FEE SCHEDULE AMENDMENT 20240207-01

Interim City Administrator Peterson provided a summary of the request. Councilor Palmer inquired about the impact on Adam Zemek, the Fire & Life Safety Inspector's city hours. Interim City Administrator Peterson responded that the work would occur during city hours and that the City of Henriette would reimburse for the time Adam dedicates to them. Palmer expressed concerns that the \$75.00 fee is too low and suggested it might need to be increased. Adam explained that this fee was discussed with the Ordinance Review Committee.

Councilor Sloan made a motion to approve Fee Schedule Amendment 20240207-1, Councilor Hill seconded the motion, Motion carried with the following votes:

Councilor Hill - Yes

Councilor Sloan - Yes

Acting Mayor Pettie - Yes

Councilor Palmer - No

9.5. 315 MAIN STREET

Interim City Administrator Peterson submitted a request for Council approval, which encompasses the contract fees required for Lezlie to move forward. Acting Mayor Pettie inquired whether a decision on the cancellation of the contract with Nexus should precede, informing the council that building repairs are prohibited during the Nexus contract period. The proposal is to establish a task force headed by Lezlie Sauter.

Councilor Palmer expressed concerns about the lack of budget allocation for this in 2024 and suggested forming a task force to explore building options.

Acting Mayor Pettie believes Lezlie is the ideal candidate for the City, given her current role as the Economic Development Director and her extensive experience.

Councilor Hill is worried that Lezlie may not have the capacity to undertake this project due to her existing commitments.

Lezlie confirmed that she could allocate time for this project, but noted that it would be time-consuming. She mentioned that if the City appointed an Economic Development Director, this type of project might fall under their job duties. Her plan includes establishing a task force comprised of individuals experienced in building and remodeling.

Councilor Hill made a motion to approve request and discontinue nexus contract, motion seconded by Councilor Sloan, motion carried with the following votes:

Councilor Hill - Yes

Councilor Sloan - Yes

Acting Mayor Pettie - Yes

Councilor Palmer - No

9.6. KWIK TRIP CONDITIONAL USE PERMIT - RESOLUTION 20240501-23

Tabitha Pickett, Administrative Assistant presented to council Kwik Trips Conditional Use Permit and notified Conditional Use Permit was approved at the Planning Commission meeting.

Councilor Sloan made a motion to approve Resolution 20240501-23, Councilor Hill seconded the motion, motion carried with the following votes:

Councilor Hill - Yes

Councilor Sloan - Yes

Acting Mayor Pettie - Yes

Councilor Palmer - Yes

10. NEW BUSINESS

10.1. APPLICATION FOR PAYMENT #1 - 10TH STREET SW

Greg from SEH presented and gave update on the 10th Street SW Street project. Greg is requesting approval of Pay Application #1 for 10th Street SW.

Councilor Sloan made a motion to approve pay application #1, Councilor Palmer seconded the motion, Motion carried with the following votes:

Councilor Hill - Yes

Councilor Sloan - Yes

Acting Mayor Pettie - Yes

Councilor Palmer - Yes

10.2. PARKING VARIANCE AND CONDITIONAL USE PERMIT - 510 2ND ST SE

Moved to May 16th Regular Council Meeting

10.3. HILLSIDE FRONT STEPS

Brock Bloomquist, the Parks and Public Buildings Director, reported to the council. He informed them that he had contacted four contractors for the project and received two quotes. Northwoods Bank has approved the project's progression and plans to cover half of the cost.

Councilor Palmer recommended that in the future all bids/quotes be put on the website.

Councilor Pettie made a motion to approve Hillside Steps Project, Councilor Hill, Motion carried unanimously.

10.4. REQUEST FOR ADDITIONAL STAFF - ADMINISTRATIVE ASSISTANT

Interim City Administrator Peterson provided an update to the council upon request, informing them that the union representative had contacted her with instructions to approach the matter differently. Councilor Palmer expressed concerns about the 90-day wait to finalize position changes. The council has requested that open positions be addressed at the meeting on May 16th.

No action taken on request.

11. COUNCIL CONCERNS

11.1. TEMPORARY SIGNS IN RIGHT OF WAY - COUNCILOR HILL

Councilor Hill reported an uptick in temporary signs advertising businesses in the public right of way and requested that staff pay closer attention and remove them. Tabitha informed the council that Mike often handled this task during his tenure with the City. Councilor Palmer suggested posting a notice on the website to inform the public that the City will begin removing these signs.

11.2. CONCERNS REGARDING CHARGING STATION FOR ELECTRIC VEHICLES AND ROBINSON PARK - COUNCILOR HILL

Councilor Hill reported that the charging station at Robinson Park is being used daily by the same individual. He expressed concerns about taxpayers funding the electricity

for this station and suggested converting it to a pay-to-charge system. He is interested finding out the costs associated with this conversion.

11.3. ORDINANCE & FIRE COMMITTEE - COUNCILOR SLOAN

Councilor Sloan made a request to reschedule the upcoming Fire Committee meeting. Chief Miller will consult with the other members to determine if the meeting can be held later in the evening.

11.4. VACANT COUNCIL SEAT - COUNCILOR SLOAN

Councilor Sloan would like the Council to proceed with filling the vacant seat. She is of the opinion that by not filling the seat, state law is being breached.

11.5. PETITION ON 315 MAIN STREET - COUNCILOR PALMER

Councilor Palmer requested feedback for the community members who presented the petition on 315 Main Street. Councilor Hill has stated that currently, there are no plans to commence construction on the building.

Councilor Palmer inquired whether Paul Miller wished to comment, Paul Miller states that he plans to call in the morning to address the petition. It was emphasized that the petition was submitted legally and the City must recognize it. Interim City Administrator Peterson reported that she has been in contact with the League of Minnesota Cities regarding the petition.

12. ADJOURN

Acting Mayor Pettie adjourned the meeting at 8:08 PM with no objection.

CAO

Mayor

Meeting Minutes Completed By: Melanie Bloomquist, Budget Analyst