



MINUTES

Regular Evening Meeting

6:30 PM - Wednesday, August 7, 2024

City Hall Council Chambers

The City of Pine City Council met in Regular Evening Meeting on Wednesday, August 7, 2024 at 6:30 PM in the City Hall Council Chambers.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. ROLL CALL

Mayor Kent Bombard, Councilors Sloan, Hill, Pettie and Palmer all present.

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

3. CONSIDERATION AND APPROVAL OF AGENDA

City Administrator Peterson requested the addition of Election Judge approval to consent agenda item 7.7.

Councilor Pettie moved to approve the agenda, Councilor Palmer seconded, and the motion passed 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

Inquired about the city's approach to the situation at 710 2nd Ave SW. Councilor Hill has informed Terry that the staff is taking all possible measures. Pettie requested a concise summary of the current issue. Terry reported that individuals have been found sleeping in the backyard but flee upon confrontation. Adam has briefed the council about his discussions with Terry and the USDA concerning this property. The USDA intends to reimburse the City for expenses related to this property. Terry has proposed that the City arrange a meeting with the USDA to talk about the persistent problems.

5. SHERIFF UPDATE

No Sheriff Department representative present.

Multiple councilors have expressed concerns regarding the vandalism and theft incidents reported within the community.

6. DEPARTMENT / COMMITTEE REPORTS

No council concerns regarding department reports.

7. CONSENT ITEMS

Councilor Pettie moved to approve of the consent agenda, Councilor Hill seconded, and the motion passed unanimously.

7.1. JULY 18, 2024 MINUTES

7.2. CHECK DETAIL REPORT

7.3. PAYROLL REGISTER

7.4. GAMBLING PERMIT APPLICATION - PINE CITY YOUTH HOCKEY LLC

7.5. VOYAGEUR BOTTLE SHOP - HAILEY BESTA HIRE MEMO

7.6. PCFD NEW HIRE - JORDAN VILLWOLK

7.7. ELECTION JUDGE ADDITIONS

8. OLD BUSINESS

8.1. MEMORANDUM OF UNDERSTANDING WITH MASTER GARDNER'S

City Administrator Peterson briefed the council on the Memorandums of Understanding (MOUs); there are two separate MOUs, one concerning the discovery garden and the other pertaining to the community garden.

The councilors have requested two amendments to the Discovery Garden MOU: the inclusion of the location/address and a clause allowing for contract termination if necessary.

Councilor Sloan made a motion to approve the Community Garden MOU, Councilor Pettie seconded the motion, motion carried unanimously.

Councilor Palmer made a motion to approve the Discovery Garden MOU with the changes requested above, Councilor Sloan seconded the motion, motion carried unanimously.

8.2. 315 MAIN STREET

City Administrator Peterson has informed the council that the Pine City Area Chamber of Commerce will vacate 315 Main Street this fall. Councilor Palmer has proposed that the building be closed or partially closed after their departure to save the City money. Peterson has announced that Lezlie is assembling a work group for the building and requests two council members to join. The council seeks additional details on utilities and costs for budgeting purposes. Councilor Palmer expressed concern over the historical society's ability to relocate if necessary. Judy Scholin (Pine City Historical Society) informed the council that they have used city storage for 13 years without being asked to relocate. Becky has indicated a potential need to move their storage, but Judy Scholin mentioned they currently lack an alternative location. She noted that only a small team accesses the storage to catalog items. Peterson reported that Family Pathways still occupies office space and has not paid rent for several months. Councilor Pettie has asked for a discussion with Lezlie Sauter in the coming months. Councilor Palmer urges that this issue be addressed during the preliminary budget discussions due to its impact on taxpayers.

8.3. COUNCIL COMMITTEE APPOINTMENTS & PERSONNEL COMMITTEE

City Administrator Peterson provided the Council with updates on committees and expressed a desire to rename the executive committee to the personnel committee. Councilor Hill proposed adding Hilltop and the Civic Center to the list, but these are not city-sponsored and are not mandatory for the council. It was agreed to revisit the Council appointments in January.

8.4. 2021 STREET IMPROVEMENTS

Greg Anderson from SEH provided an update to the council on the 2021 Street Improvements. Community member Val Bradley expressed concerns about the cost figures. Greg clarified that the initial estimates were 30% of the project's total cost. A community

member recalled a council meeting four years prior, where it was stated that the assessment would cover only asphalt, not curb and gutter. He suggested that the city's actions might be self-serving rather than in the residents' interest and proposed changes to the assessment policy that would impact all residents. Councilor Hill informed the public that he requested the policy change, and it is currently being worked on for future assessments. Greg then detailed the special assessment completed for this project.

Councilor Hill inquired whether the matter had been presented to the Ordinance Committee, which it had not at that time. The Council wishes to have the assessment policy amended as previously discussed. Val also questioned whether the assessments for 10th Street would be adjusted to match those of 8th and Golf.

Councilor Sloan made a motion to approve resolution 20240807-34, Councilor Pettie seconded the motion, The motion was carried, with Mayor Bombard, Councilors Sloan, and Pettie voting in favor. Councilors Hill and Palmer voted against.

Councilor Sloan made a motion to approve AFP #7, Councilor Hill seconded the motion, motion carried unanimously.

Councilor Hill inquired about the grass growth in the area where drainage repairs occurred at Hilltop. Brock believes the grass is in good condition, but he plans to address any issues next spring. Additionally, Councilor Hill raised ongoing drainage issues with the Hilltop sidewalk. Maury mentioned that silk bags are still on the drains, which, once removed, should improve drainage. Greg also noted that there is a two-year warranty following the final payment.

8.5. 2024 STREET IMPROVEMENTS

Greg Anderson from SEH informed the council about the project's progress, mentioning that seeding is planned for next week and mailbox maintenance will be addressed. He anticipates the project will begin to take form over the next month. Councilor Sloan inquired about the addition of stop signs, to which Greg replied that there are no plans to install additional stop signs. Councilor Sloan suggested initiating a dialogue with the bus company to prevent buses from parking on 10th Street.

Councilor Pettie made a motion to approve AFP #4, Councilor Palmer seconded the motion, motion carried unanimously.

9. NEW BUSINESS

9.1. FEMA GRANT FOR PCFD

Chief Miller briefed the Council on the FEMA grant for replacing large-diameter hoses. He requested permission to distribute the old, yet serviceable, hoses to mutual aid partners who need them but cannot afford new ones. Chief Miller notified council that the estimated lifespan of these hoses is about 40 years.

Councilor Hill made a motion to approve Resolution 20240807-33, Councilor Sloan seconded the motion, motion carried with Mayor Bombard and Councilors Hill, Sloan, Pettie and Palmer all voting in favor.

Councilor Sloan made a motion to distribute old hose, Councilor Palmer seconded the motion, motion carried unanimously.

9.2. YOUTUBE CHANNEL FOR MEETINGS

Mayor Bombard informed the council that creating a YouTube channel could enhance public access to City Council Meetings by offering live streaming and archiving meetings.

Councilor Palmer made a motion to move forward with YouTube channel, Councilor Hill seconded the motion, motion carried unanimously.

9.3. PINE CITY LIQUOR LICENSES

City Administrator Peterson informed the council of a business owner's request for the city to obtain additional liquor licenses. Peterson mentioned that the state allocates a fixed number

of licenses to the city. The annual renewal period is approaching next month for the year 2025.

10. COUNCIL CONCERNS

10.1. REVIEW ORDINANCE 2021-07-2 - COUNCILOR HILL

Councilor Hill has proposed a discussion on reinstating per diems for Council members, suggesting that their inclusion in council wages would increase the appeal of council positions. He is advocating for the reversal of Ordinance 2021-07-2 and has requested that this matter be placed on the agenda for the next Ordinance Committee meeting.

10.2. COUNCILOR PALMER REQUESTED BATTERIES BE CHANGED IN SMOKE DETECTORS AT 315 MAIN DUE TO CHIRPING.

10.3. COUNCILOR PALMER - STATUS OF FIRE EQUIPMENT NO LONGER USED

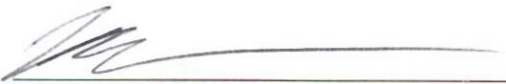
Chief Miller updated Council on the current statuses of fire equipment.

11. ADJOURN

Councilor Palmer made a motion to adjourn meeting, Councilor Sloan seconded the motion, motion carried unanimously. Meeting adjourned at 7:43 PM.



CAO



Mayor

Minutes completed by: Melanie Bloomquist