



Minutes
Regular City Council Meeting
January 8, 2020- 6:30 p.m.
Council Chambers

In attendance: Mayor Carl Pederson, Councilor Steve Ovick, Councilor Brian Scholin, Councilor Mary Kay Sloan and Councilor Gina Pettie (left at 9:41 pm),

Absent: None.

Staff in attendance: City Administrator Matthew Van Steenwyk, Community Development Director Lezlie Sauter, Public Works Supervisor Maury Montbriand, Liquor Store Manager Lara Smetana, Treasurer Maggie Olson, Fire Chief Tom Miller, and City Engineer (SEH) Greg Anderson.

The Mayor called the meeting to order at approximately 6:30 p.m. and led the Council in the Pledge of Allegiance.

Additions and/or Deletions to the Agenda – Requests were made to add a request to extend the probationary status of a Public Works Employee, a discussion on a Volunteer Design Assistances opportunity, a request to discuss the disposal of the SCBA units, and a discussion on Lions Park. *Motion by Sloan, seconded by Pettie, to approve the agenda as modified. Motion carried.*

Consent Items - The consent items include the approval of the minutes for December 4, 2019 Special Truth-in-Taxation & December 4, 2019 Regular Meeting Minutes, approval of the December 2019 expenditures, and approval of the November 2019 Fines Report. *Ovick made a motion, seconded by Pettie, to approve the consent items as presented. The motion carried unanimously.*

Discussion on ECE lights and the need to get the indicated street lights repaired. Staff to seek out to ECE for information on repair.

Open Forum – Joyce Rypkema requested consideration for plowing the driveways of residents. It was noted that that is not something the city has done in the past. No action was taken on this item.

Sheriff's Report – Sargent Rob Ouverson introduced Officer Wattle. Sargent Ouverson provided some information on the robbery at Walmart. Deputy Wattle provide some information call history.

Public hearing opened at 6:47pm

Public hearing closed at 6:48pm

Ordinance #20-01, City of Pine City Fee Schedule – Van Steenwyk provided a summary of the proposed changes to the Fee Schedule. *Motion by Ovick, seconded by Scholin, to waive the second read and to approve Ordinance #20-01, City of*

City of Pine City

315 Main Street South, Suite 100, Pine City, Minnesota 55063-1619 Phone: 320.629.2575 Fax: 320.629.6081

E-mail: admin01@pinecitygov.com Web site: pinecity.gov/office.com

Pine City is an equal opportunity employer

Pine City Fee Schedule. On a rollcall vote, the motion to approve Ordinance 19-01 passed 5-0, with Scholin, Sloan, Ovick, Pettie, and Pederson voting in favor and none against.

Anderson made an inquiry on the residential maintenance set permit.

Minor Subdivision 1005 Rypkema Road, PID 42.0089.006 - Joyce Rypkema – Sauter provided a summary of the Rypkema request, applicable conditions, and Planning Commission recommendation.

Public hearing opened at 6:56pm

Public hearing closed at 6:56pm

Resolution #20-12 Approving of Joyce Rypkema Minor Subdivision - Sloan made a motion, seconded by Ovick, to adopt Resolution 20-12 approving for a Minor Subdivision of the Joyce Rypkema property. On a rollcall vote, the motion passed 5-0, with Scholin, Ovick, Pettie, Sloan and Pederson voting in favor, and none voting against.

Easement Vacation 155 Main St S, PID 42.5058.000 - Minnesota Energy Resources – Sauter provided an overview of the easement vacation request on PID 42.5058.000. Sauter noted that there has been a delay in the process for Minnesota Energy Resources.

Public hearing opened at 6:57pm

Public hearing closed at 7:01pm

Resolution #20-13 Easement Vacation 155 Main St S, PID 42.5058.000 - Minnesota Energy Resources – No action was taken on this item. Motion tabled.

Ordinance #20-02 Amending Chapter 10, Section 10.700.100 Shoreland to include the Shoreland Flexibility Agreement with MN DNR – (noted second public hearing on 2/5/2020) – Sauter provided a PowerPoint history and purpose of the Shoreland Flexibility Agreement. Sauter provided an overview of the impacts of the proposed shoreland flexibility agreement.

Public hearing opened at 7:18pm

Loren Samuelson, Woodpecker Ridge, asked if the Pine County Soil and Water Conservation District would need to be consulted with to bring fill onto a shoreland property. Samuelson made a comment on a garden close to the water in his neighborhood, and if that was acceptable to the City.

Frank Lilja 7th Ave SE – Noted concerns on any development east of the railroad tracks with regard to traffic concerns with only two crossings on the railroad tracks. Mr. Lilja noted non-support of the proposed changes citing increased density would not be necessary, a 15-foot buffer would be tough and restrictive covenants could depreciate property values.

Jarred Campbell – Read a letter from the DNR from March 2019 regarding the Elan Shores development and questioned whether the City followed the proper process. Mr. Campbell also mentioned the flood easement and concerns with the 100-year high water mark.

Holly Wilson, 5 1st Street SW – Ms. Wilson provided content on the start of the revisions to the shoreland ordinance, reading an email from June 18, 2019 where the DNR stated they did not see a need to amend the shoreland ordinance in Pine City. Wilson indicated concerns with traffic in the area resulting from development. Wilson voiced concerns with the perception that the community feedback is not being provided to the DNR.

City of Pine City

315 Main Street South, Suite 100, Pine City, Minnesota 55063-1619 Phone: 320.629.2575 Fax: 320.629.6081

E-mail: admin01@pinecitygov.com Web site: pinecity.govoffice.com

Pine City is an equal opportunity employer

Katie Berg – Voiced support of the proposed shoreland flexibility agreement. Ms. Berg noted a desire to improve aging properties. Ms. Berg also asked if the proposed changes would restrict the number of mooring spaces for her property on 7th Avenue.

Mike Sauser – Commented that the rip rap along his shoreland was installed by the Minnesota Department of Transportation and the Minnesota Department of Natural Resources several decades ago when the freeway bridge was installed over the Snake River. He stated he mows his lawn to the rip rap and desires to keep mowing that area even if he needs to replace his roof or make improvement to his home.

Resident end of 3rd Ave – Noted concerns with needing a vegetative buffer along her shoreline if her home is damaged by a storm and she needs a building permit.

Earl Schuler – Schuler questioned if the shoreland along the river near his home is going to be filled in. Schuler voiced concerns with the Elan Shores development. A discussion was had on the fire trucks being able to enter the neighborhood. Schuler noted the petition against the Elan Shores development which was submitted to the City and additional traffic concerns due to the development.

Kevin Anderson 450 4th Ave NE – Anderson provided comment on the proposed vegetation buffer and a desire to not have it. Anderson made a question on who would pay for the buffer zone installation. Request for the DNR to hear the comments of the community.

Sauter provided comment on the adoption of the model shoreland ordinance and the missing section of mitigation standards in the City's old shoreland ordinance, which was discovered after the June 18, 2019 email from the DNR.

Sauter provided a staff opinion on the vegetation buffer standards in relation to variance and conditional use permits, as well as planned unit developments.

Holly Wilson made an inquiry on the planning commission minutes, noting they were not present on the City's website. Ms. Wilson noted that the DNR should be invited to the next public hearing.

Rita Watson asked if a shoreland flexibility agreement is needed.

Mary Kay Borgstrom, – Voiced concerns with multiple docks and a desire to maintain clean water on Cross Lake.

Cheryl Smetana McHugh – Made comment on responsible development, established rules, and concerns with the buffer requirement.

Jim France 305 1st St NE – Noted concern with compliance costs for the City and citizens with regard to parks and road endings and other City properties along the shoreland.

Chris McHugh – Noted concern with traffic and limited crossings across the railroad tracks. Made note of inquiry on why the DNR has been providing input on developments, citing that it is the City's jurisdiction to monitor the shoreland ordinance.

Public hearing closed at 8:09 pm

City of Pine City

315 Main Street South, Suite 100, Pine City, Minnesota 55063-1619 Phone: 320.629.2575 Fax: 320.629.6081

E-mail: admin01@pinecitygov.com Web site: pinecity.gov/office.com

Pine City is an equal opportunity employer

Council member Ovick voiced opposition against the flexibility agreement and inquired if an opt out would be possible in the future if needed. Staff will seek to confirm if an opt out option is available, should it proceed.

Snow Removal – A discussion was had on the snow removal issues and road conditions. Montbriand provided an overview of the road conditions and issues presented. A discussion was had on salt use and the icebreaker equipment. A discussion was had on snow along the curbs.

Riverview Estates HOA Dock Variance – Sauter provided an update on the Dock Variance noting the DNR request to deny the request for an additional dock. No action was taken on this item as it will go to Planning Commission on January, 28 for their review.

Federal Home Loan Bank Award – Sauter provided a summary of the \$336,000 grant funding from the Federal Home Loan Bank of Des Moines. A discussion was had on the loan to grant program. Direction for staff to manage the program but to bring the HRA into the process. *Motion by Sloan, seconded by Pettie, to accept the Affordable Housing Program Subsidy Agreement. Motioned carried.*

Community Development Assistant Position Description – Sauter provided an overview of the position description. No action was taken on this item.

Design Assistance - Sauter provided an overview of the design assistance process. A discussion was had on potential uses for the design assistance. A discussion was had on who should apply for the assistance. *Motion to proceed with the application for design assistance by Pettie, seconded by Scholin. Motion carried.*

Staff Memo re Warming House Attendants – A list of the individuals hired was presented to Council. No action was taken on this item.

Emily Carpenter
Chloe Johnson
Elizabeth Cahill
Alex Laven
Derek Clementson
Katie Miller
Howie Hodena
Nate Webster
Jacob Merrick
Lily Wilson
Katelyn Lorsung
Therese Welch

Lions Park – A discussion was had on the proposed park designs and Lions contribution processes. Council made a note of consensus to proceed with progressing with the park development process. Comment was made on the preferred park version being the Flagship presentation.

Staff memo re Store closing dates – *Scholin made a motion, seconded by Ovick, to accept the proposed closure dates for the Voyageur Bottle Shop. Motion carried.*

December Liquor report – Smetana provide a summary of December sales and the 2019 Year to date. No action was taken on this item.

Approve **Resolution #20-14**, Receiving Feasibility Report and Calling Hearing on Improvement 2020 Street Improvements – Anderson provided an overview of the feasibility report and project. An inquiry was had on the width of the street on 13th Ave SW and 10th. A Discussion was had on the proposed project and street width. Direction for staff to seek a condemnation process on the questioned parcel (southern portion of PID 420219000). Motion by Scholin, seconded by Pederson, to accept the Feasibility Report and to call for the hearing on improvements for the 2020 Streets Project. *On a rollcall vote, the motion passed 4-0, with Scholin, Ovick, Sloan and Pederson voting in favor, none voting against and Pettie absent.*

SEH \$24,084.48 to Geislinger and Sons, Inc., Final Snake River Crossing & Lift Station – Anderson provided an overview of the invoice presented. Motion by Ovick, seconded by Sloan, to approve the Final Snake River Crossing & Lift Station invoice in the amount of \$24,084.48 to Geislinger and Sons, Inc. Motion carried.

Approve the purchase of a Pusher Box Plow – Montbriand provided a summary of the purchase request. *Motion by Pederson, seconded by Ovick, to approve the state bid purchase of the Pusher Box Plow from Stan's Equipment for \$7,505.00. Motion carried.*

Approve ordering and purchasing a Toolcat 5600 – A discussion was had on the proposed equipment. *Motion tabled.*

Ordering and purchasing an Angle broom, Snow blower, and a V-plow – *Motion tabled.*

Resolution #20-03, Authorizing the City Administrator to Invest Idle Funds and to Designate Official Depositories of City Funds and Collateral - *Sloan made a motion, seconded by Pettie, to adopt Resolution 20-03 authorizing the City Administrator to Invest Idle Funds and to Designate Official Depositories of City Funds and Collateral. On a rollcall vote, the motion passed 4-0, with Scholin, Ovick, Sloan and Pederson voting in favor, none voting against and Pettie absent.*

Resolution #20-04, Designation of Official Newspaper - *Sloan made a motion, seconded by Scholin, to adopt Resolution 20-04, designating the Pine City Pioneer as the Official Newspaper. On a rollcall vote, the motion passed 4-0, with Scholin, Ovick, Sloan and Pederson voting in favor, none voting against and Pettie absent.*

Resolution #20-05, Designating Official Signers on EDA Checking Account, Money Market Account, and CD's at Stearns Bank, Pine City - *Ovick made a motion, seconded by Scholin, to adopt Resolution 20-05, Designating official signers on EDA Checking Account, Money Market Account, and CDs at Stearns Bank, Pine City. On a rollcall vote, the motion passed 4-0, with Scholin, Ovick, Sloan and Pederson voting in favor, none voting against and Pettie absent.*

Resolution #20-06, Designating Official Signers on City Checking Account, Money Market Account, and any Pledged Securities at Stearns Bank, Pine City - *Sloan made a motion, seconded by Ovick, to adopt Resolution 20-06, Designating Official Signers on City Checking Account, Money Market Account, and any Pledged Securities at Stearns Bank, Pine City. On a rollcall vote, the motion passed 4-0, with Scholin, Ovick, Sloan and Pederson voting in favor, none voting against and Pettie absent.*

Resolution #20-07, Designating Official Signers on the Savings Account & the VISA Credit Card Accounts at Spire Credit Union, Pine City - *Ovick made a motion, seconded by Scholin, to adopt Resolution 20-07, Designating Official Signers on the Savings Account and the VISA Credit Card Accounts at SPIRE Credit Union, Pine City. On a rollcall vote, the motion passed 4-0, with Scholin, Ovick, Sloan and Pederson voting in favor, none voting against and Pettie absent.*

Resolution #20-08, Authorizing Financial Institution Signers and Powers Granted at Northwoods Bank, Pine City (City) - *Sloan made a motion, seconded by Scholin, to adopt Resolution 20-08, Authorizing Financial Institution Signers and*

City of Pine City

315 Main Street South, Suite 100, Pine City, Minnesota 55063-1619 Phone: 320.629.2575 Fax: 320.629.6081

E-mail: admin01@pinecitygov.com Web site: pinecity.gov/office.com

Pine City is an equal opportunity employer

Powers Granted at Northwoods Bank, Pine City (City). On a rollcall vote, the motion passed 4-0, with Scholin, Ovick, Sloan and Pederson voting in favor, none voting against and Pettie absent.

Resolution #20-09, Authorizing Financial Institution Signers and Powers Granted at Northwoods Bank, Pine City (EDA) - *Scholin made a motion, seconded by Sloan, to adopt Resolution 20-09, Authorizing Financial Institution Signers and Powers Granted at Northwoods Bank, Pine City (EDA). On a rollcall vote, the motion passed 4-0, with Scholin, Ovick, Sloan and Pederson voting in favor, none voting against and Pettie absent.*

Resolution #20-10, Commit Portion of Capital Improvement Fund for Emergencies - *Ovick made a motion, seconded by Scholin, to adopt Resolution 20-10, committing a Portion of the Capital Improvement Fund for Emergencies. On a rollcall vote, the motion passed 4-0, with Scholin, Ovick, Sloan and Pederson voting in favor, none voting against and Pettie absent.*

Resolution #20-11, Designating Official Signers on City Money Market Account and Brokered CD Investment Accounts at RBC Wealth Management, Minneapolis, MN - *Sloan made a motion, seconded by Scholin, to adopt Resolution 20-11 designating Official Signers on City Money Market Account and Brokered CD Investment Accounts at RBC Wealth Management, Minneapolis, MN. On a rollcall vote, the motion passed 4-0, with Scholin, Ovick, Sloan and Pederson voting in favor, none voting against and Pettie absent.*

Ratify Resolution #20-15, January 1, 2020 thru December 31, 2022 Union Agreement with AFSCME Unit 65- A discussion was had on the proposal. No action was taken on the item. Item tabled until end of the month.

Discussion on 2020 Committee Appointments – Discussion was had on the need for applicants for the boards and committees. No change noted on Council Member assignments.

Probationary Period Extension – *Motion to approve the probationary period of Public Works Employee Bob Joyce for an additional 6 months by Ovick, seconded by Scholin. Motion carried.*

Disposal of SCBAs- Miller provided an update on the new air packs. Miller requested direction to dispose of the airparks by giving them to Fire Departments in need. *Motion by Scholin, seconded by Sloan, to check rules and authorize disposal through whatever means possible. Motion carried.*

Mayor Pederson adjourned the meeting at approximately 10:11 pm.

Matthew Van Steenwyk
City Administrator