



Minutes
Regular City Council Meeting
November 30, 2017 – 8:00 a.m.
Council Chambers

In attendance: Mayor Carl Pederson, Councilor Steve Ovick, Councilor Brian Scholin, and Councilor Gina Pettie.

Absent: Councilor Mary Kay Sloan.

Staff in attendance: City Administrator Ken Cammilleri, City Treasurer Matthew Van Steenwyk, and Publics Works Supervisor Maury Montbriand.

The Mayor called the meeting to order at approximately 8:06 a.m. and led the Council in the Pledge of Allegiance.

Additions and/or Deletions to the Agenda – Requests were made to add for consideration proceeding with an audit RFP and a discussion of the Pine County Sheriff's contract. *Motion by Ovick, seconded Pettie, to approve the agenda as revised with consideration of an RFP for financial audit services and approval of the law enforcement contract with Pine County. Motion carried.*

Open Forum – No public comments were made or offered.

Sheriff's Report – Sheriff Nelson provided the Sheriff's report to City Council. A discussion was had on the staggering of time for City coverage. No additional action was taken on this item.

GreenCorps Update – GreenCorps Member Jonathan Mueller provided a presentation of his B3 benchmarking analysis for energy efficiency. A discussion was had on addressing the Liquor Store energy consumption. Direction for the Liquor Committee to look into improving insulation of the cooler box. No additional action was taken on this item.

Request and Approval of Payment No. 4 (Final) in the amount of \$100,194.65 for 2015 Street Improvements to Douglas-Kerr Underground, LLC - City Engineer, Greg Anderson SHE, provided a summary of the pay request. *Motion by Ovick, seconded by Pettie, to approve payment #4 in the amount of \$100,194.65 to Douglas-Herr Underground, LLC for the 2015 Street Improvements. Motion carried.*

City of Pine City

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Snake River Update - Anderson provided an update on the Snake River Crossing project. No additional action was taken on this item.

Audit RFP – A discussion was had on proceeding with the audit RFP process. *Motion by Scholin, seconded by Ovick, to approve proceeding with the audit RFP with a submission deadline of January 1, 2018. Motion carried.*

Discussion of Long Range Financial Plan – 2018 Street & Utility Improvement Project – A discussion was had on debt issuance and existing debt load. A review of capital equipment and anticipated streets projects was had.

SEH Capital Projects - *Motion by Ovick, seconded by Pettie, directing SEH to conduct a preliminary investigation on Industrial Street NE, Rykama Rd NE, and Madeline Court NE. Motion carried.*

Review of Proposals for City Hall – Camilleri provided an overview of the City Hall planning process RFP and its objectives. A review and evaluation of the received RFPs was had. Direction for top selections to provide a presentation to Council.

By unanimous consent the City Council selected the following three finalists for consideration.

- Wold Architects & Engineers
- Short Elliot Hendrickson Inc. (SEH)
- 292 Design Group

The finalists will be requested to present their proposals and respond to questions at a special City Council meeting to be held at 5:00 p.m. on January 3, 2018.

Mayor Updates – Mayor Pederson provided updates related to the Joint Board local government collaboration group and legislative efforts being made, grant opportunities, and discussions related to the Mill building site. Mayor Pederson also updated the Council on future grant opportunities and discussed the redevelopment opportunities of the Pine City Mill site.

Motion to approve the establishment of an ad hoc committee to develop a plan related to the Mill building parcel by Pettie, seconded by Scholin. Motion carried.

Mayor Pederson adjourned the meeting at approximately 10:39 a.m.

Matt Van Steenwyk
City Treasurer/Assistant to the City Administrator