



City Council Meeting Minutes

November 2, 2022 Meeting

City Council Chambers | 315 Main Street South

IN ATTENDANCE – Mayor Carl Pederson, Councilor Steve Ovick, Councilor Mary Kay Sloan , Councilor Kyle Palmer, Councilor Gina Pettie

STAFF IN ATTENDANCE – City Administrator Scott Hildebrand, Deputy Clerk Billi Larson, Liquor Store Manager Lara Smetana, Community Development Director Mike Gainor, Finance Manager Becky Gestson, Public Works Director Maury Montbriand , Fire Chief Tom Miller

CALL TO ORDER – Mayor Carl Pederson called the meeting to order at 6:30pm.

CONSIDERATION AND APPROVAL OF AGENDA – *Councilor Pettie made a motion to approve the agenda with the addition to New Business regarding RFPs for Professional Services.. Councilor Sloan seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Sloan and Pettie voting aye. None opposed.*

PUBLIC FORUM -

- a. *Request from public to speak regarding Fire Services - Jason Zastera PCFD Firefighter and Pokegama Township Board Member.*
- b. *Pine City Parks and Recreation Center - Jill Firth*

PUBLIC HEARING / PRESENTATIONS -

- a. *Ordinance No 20221102-02 - An Ordinance amending Section .060 of Ordinance 13.28, Adopted on November 28, 2019 and titled “An Ordinance Relating to R-2 One and Two-Family Residential District” Councilor Ovick made a motion to approve the amendment to the Ordinance. Councilor Palmer seconded. Motion passed with Mayor Pederson and Councilors Palmer, Ovick, Sloan and Pettie voting aye. None opposed.*

CONSENT ITEMS -

- a. Approval of Regular Council Meeting Minutes - October 5, 2022 and October 20, 2022 Council Meeting.
- b. Approval of Paid Check Detail Register
- c. Approval of Department Expenditures Report
- d. Approval of Payroll Check Register

- e. Approval of YTD Expense Report

Councilor Ovick made a motion to approve the consent items. Councilor Sloan seconded. The motion passed with Mayor Pederson and Councilors Palmer, Ovick, Sloan and Pettie voting aye. None opposed.

OLD BUSINESS -

- a. Fire Contract Update - Staff was directed to send letter to townships to ask for suggestions regarding deadline.
- b. Discussion and Possible Action regarding City Hall Fire Suppression System- Tabled until work session on November 4, 2022.
- c. Discussion regarding Robinson Park project - Staff was directed to create and distribute survey to the public.

NEW BUSINESS -

- a. Discussion and Possible Action regarding RFP for banking services - Mayor Pederson made a motion to approve the posting of RFP. Councilor Palmer seconded. Motion passed with Mayor Pederson and Councilors Palmer, Ovick, Sloan and Pettie voting aye. None opposed.
- b. Discussion and Possible Action regarding RFP for auditing services - Councilor Ovick made a motion to approve the posting of RFP. Councilor Pettie seconded. Motion passed with Mayor Pederson and Councilors Palmer, Ovick, Sloan and Pettie voting aye. None opposed.
- c. Discussion and Possible Action regarding the Finance Department. Staff sought guidance from Council regarding the posting of key positions within the Finance Department.
- d. Discussion and Possible Action regarding RFP for Legal/Engineering/Machinery Professional Services.

PLANNING/COMMUNITY DEVELOPMENT/ENGINEERING -

- a. Discussion and Possible Action regarding Pay Application #1 Sidewalks - *Councilor Sloan made a motion to approve the request. Mayor Pederson seconded. The motion passed with Mayor Pederson and Councilors Palmer, Ovick, Sloan voting aye. Councilor Pettie was not present to vote. It was requested that a press release be sent out.*
- b. Discussion and Possible Action regarding Pay Application #2 - Street Improvement
- c. Update on road projects -*Curbs have been poured. Sidewalks are set for the following week. There was a storm sewer pipe replaced by contractor.*

FINANCE REPORTS -

- a. YTD Revenue / Expense
- b. YTD Budget by Department

MAYOR'S REPORT - Mayor Pederson spoke briefly regarding the upcoming Candidate

Forum, Housing projects.

COUNCIL CONCERNS - There were no concerns addressed during this meeting.

ADJOURN- Councilor Ovick made a motion to adjourn. Mayor Pederson seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick and Sloan voting aye. Councilor Pettie was not present to vote. Meeting adjourned at 11:52am.

Carl Pederson, Mayor

Scott Hildebrand, City Administrator

Minutes taken by Deputy Clerk Billi Larson

Next regular Council meeting is November 2, 2022