



City Council Meeting Minutes

March 2, 2022

City Council Chambers | 315 Main Street South

IN ATTENDANCE – Acting Mayor Steve Ovick, Councilor Gina Pettie, Councilor Mary Kay Sloan, Councilor Kyle Palmer. Mayor Carl Pederson attended a portion of the meeting via phone.

STAFF IN ATTENDANCE – City Administrator Scott Hildebrand, Deputy Clerk Billi Larson. The following staff attended remotely: Treasurer Catherine Demes Maydew, Public Works Supervisor Maury Montbriand, Liquor Operations Manager Lara Smetana, Community Development Director Mike Gainor, Fire Chief Tom Miller.

CALL TO ORDER – Council President and Acting Mayor Steve Ovick called the meeting to order at 6:30pm.

CONSIDERATION AND APPROVAL OF AGENDA – Councilor Sloan made a motion to approve the agenda. Councilor Palmer seconded. Motion carried.

PUBLIC FORUM – Pine City Resident Jim France was present to comment on the “Creating Community Collaborative Engagement” presentation.

PUBLIC HEARINGS/PRESENTATIONS/CORRESPONDENCE –

- a. Ehlers Financial Plan / Needs Assessment - No action was taken.
- b. Todd Streeter - Community Collaboration Comprehensive Plan Proposal - *Councilor Sloan made a motion to approve the proposal. Councilor Palmer seconded. Motion carried.*
- c. Redpath Auditor Communication Letter. No action was taken.

SHERIFF’S UPDATE - Officer Kenow gave a brief update to Council regarding suspicious vehicles and body cameras.

CONSENT ITEMS - The following consent items were submitted:

- a. February 17, 2022 Minutes
- b. Approval of Paid Check Register
- c. Approval of February AP Register
- d. Approval of Payroll Check Register
- e. Approval of Bingo Permit Application for Immaculate Conception Church
- f. Approval of Temporary Liquor License Application for Pine Center for the Arts
- g. Approval of Food Truck Permit Application for Burro Loco (Insurance and Fee has not been received for this permit)

A motion was made by Councilor Pettie to approve the consent items as presented. Seconded by Councilor Ovick. Motion carried.

UNFINISHED BUSINESS -

- a. Snow Removal on Highway Bridge - SEH Discussion
Ongoing discussion regarding the snow removal on the bridge sidewalk. Who is responsible for maintenance City, County, MNDOT? A letter from the State was requested.

NEW BUSINESS –

- a. Discussion and Approval of LED lighting proposal for Liquor Store. *Councilor Sloan would like a second quote by the Council meeting on March 2, 2022.*
- b. Resolution 20220302-13 - Recreation Grant Approval. *No vote was taken on this resolution. Councilors would like additional information on what this grant will be used for and how much of a match the City would be responsible for by the Council meeting on March 2, 2022.*
- c. Discussion and Approval of Ballfield Proposal. The proposal was not approved and deferred to 2023. There was discussion about lighting and lime for the ballfields.
- d. Discussion with Finance Director / Treasurer Candidate - Bruce DeJong was present at the meeting to answer questions from Council. Administrator Hildebrand was seeking approval to move forward with contract negotiations with Mr. DeJong. *Councilor Ovick made a motion to approve the request. Councilor Pettie seconded. Motion carried.*

PLANNING/COMMUNITY DEVELOPMENT/ENGINEERING REPORT -

- a. SEH -Application for payment - Pedestrian Flasher at Wilcox and 61. *Councilor Palmer made a motion to approve the payment of \$18,712.15. Councilor Pettie seconded. Motion carried.*
- b. Resolution 20220302-12 - Rezoning Parcel - Councilor Sloan made a motion to approve the resolution. Councilor Palmer seconded. Motion carried.
- c. Community Development Report - Community Development Director Mike Gainor gave a brief report on projects that have started and that 26 permits have been pulled.

Department / Committee Reports

- a. Administration - No report was given.
- b. Fire - Meeting with Townships regarding fire contracts on Friday, March 4, 2022.
- c. Liquor - February month end reports provided to Council in advance.

- d. Parks - No report was given but there was brief discussion regarding issues with the Hilltop Recreation Center closures and staffing.
- e. Public Works - No report was given.

MAYOR'S REPORT – None

COUNCIL CONCERNS/MISC. – The Councilors did not have any concerns to report.

ADJOURN- Motion was made by Councilor Sloan made a motion to adjourn at 8:20pm, seconded by Councilor Pettie.

Motion carried and the meeting adjourned.

Steve Ovick, Acting Mayor

Scott Hildebrand, City Administrator

Minutes taken by Deputy Clerk Billi Larson

Next Regular Council meeting is March 17, 2022.