



MINUTES

Regular Evening Meeting

6:30 PM - Wednesday, March 6, 2024

City Hall Council Chambers

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

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Acting Mayor Pettie called the meeting to order at 6:30 PM

2. **ROLL CALL**

Acting Mayor Pettie, Councilors Hill, Palmer and Sloan were present.

3. **CONSIDERATION AND APPROVAL OF AGENDA**

Councilor Hill would like to add summary on Nexus Meeting that was held on 3/5/2024. This will be added to Old Business.

Councilor Hill would also like to change the time of the upcoming Ordinance Review Committee to earlier in the day, if unable to change the time he would like this meeting cancelled. Acting Mayor Gina Pettie would like this discussed at the next Ordinance Review Committee.

Councilor Hill made a motion to approve the agenda with the addition mentioned above, Councilor Sloan seconded the motion, 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**

Would like to discuss an ordinance that he found for the City of Isanti. This ordinance would give our Fire and Life Safety Inspector more authority to handle ordinance violations without Council approval. Terry gave ordinance to Interim City Administrator Peterson, who will forward this to the ordinance committee.

4.2. **JACOB SANDERS - 1030 1ST AVE NW**

Shared his concerns about his neighborhood, he believes there is increased drug use/sales and people driving dangerously. States he has been personally harassed by people doing burnouts in front of home and motorcycles driving through his yard. States he has been in contact with the Sheriff's Department, DEA and FBI. He would

like to see action taken to create a drug free neighborhood that is safe for children.

5. SHERIFF UPDATE

Sheriff's Deputy had to leave for call. Unable to give update.

6. CONSENT ITEMS

Councilor Hill made a motion to approve the consent items, Councilor Sloan seconded the motion, motion passed unanimously. Consent items were approved.

6.1. APPROVAL OF MINUTES

6.2. APPROVAL OF CHECK DETAIL REPORT

6.3. APPROVAL OF PAYROLL REGISTER

6.4. APPROVAL OF PINE CITY FIRE DEPARTMENT NEW HIRES

6.5. APPROVAL OF SAMURAI TEPPANYAKI INC. MOBILE FOOD UNIT LICENSE

7. OLD BUSINESS

7.1. UPDATE REGARDING 315 MAIN STREET

Councilor Hill gave update on meeting from March 6th with Nexus regarding 315 Main St S renovation. States it was a good meeting with good discussion. Current plan is to start with Main and bottom floors first with only doing fire suppression and heating on the third floor. Councilor Sloan notified that the minimalist approach is still around 6 million dollars which covers basic needs with some updating. Interim City Administrator Peterson updated that Nexus would get presentation to City Staff tomorrow March 7th, and that Nexus would like to be added to agenda on March 21st to give presentation. Ehlers will also be present at this meeting.

It was discussed to have a special working meeting the following week to further discuss next steps. Councilor Palmer recommends this presentation be done at an evening meeting to make this more transparent for the public. There was no opposition to Councilor Palmer's recommendation. Acting Mayor Pettie suggested the presentation be made twice for public. Councilor Hill agrees with Councilor Palmer on having Nexus present at the first meeting in April, Councilor Mary Kay suggests starting meeting early to have Nexus present at 5pm. Council would like presentation prior to meeting, along with Ehler's recommendation.

Paul Miller - 1200 Main St S, presented a petition to stop all work at 315 Main St S until the City residents can vote on this. States the fire hall was built in 2012 due to the fire hall falling apart, this was passed with a referendum vote and City Hall should be the same. Does not believe the City should spend 6 million plus on 315 Main St S. States the school is currently trying to get a referendum passed for a school that is falling apart. Would like the city to have a solid plan with solid figures and have the taxpayer's vote in a referendum. Paul gave petition to Interim City Administrator Peterson for the record.

Councilor Hill then notified that currently the city has only spent \$1500 for Nexus and we would need to sign a contract for further spending. Interim City Administrator Peterson notified Council that Nexus is wanting a definite answer when they present at the upcoming meeting. If decision is made to go forward Councilor Palmer would

like this voted on in November with elections.

7.2. DISCUSSION AND POSSIBLE APPROVAL OF CITY ADMINISTRATOR JOB DESCRIPTION AND POSTING

Interim City Administrator Peterson updated Council that Job Description is still being updated.

7.3. DISCUSSION AND POSSIBLE APPROVAL OF COMMUNITY DEVELOPMENT DIRECTOR JOB DESCRIPTION AND POSTING

Interim City Administrator Peterson updated Council that as of right now Lezlie Sauter is doing well, she is currently doing EDA and HRA. Sauter however is not doing any planning and zoning, and this is being done by MSA. City staff is currently working on updating the job description.

7.4. DISCUSSION AND POSSIBLE APPROVAL OF STAFF COMPENSATION

Interim City Administrator Peterson updated Council that recommended staff compensation is still being worked on. Councilor Hill would like this presented at next Council Meeting.

7.5. DISCUSSION AND POSSIBLE APPROVAL OF INCREASING BOILER REPAIR EXPENDITURES (EXPENSES HAVE EXCEEDED THE \$50,000 SPENDING LIMIT SET BY COUNCIL)

Interim City Administrator Peterson updated Council on current expenditures being over initial \$50,000 approved by Council. However, Minnesota Energy has a rebate of \$250 per steam trap, 22 Steam traps have been replaced. Brock updated that there are still a couple small things that need to be done. Councilor Palmer asked why additional work was authorized without Council approval. Would like any further maintenance or repairs on 315 Main St S be brought back to Council. Councilor Sloan made a motion to approve the expenses, Councilor Hill seconded the motion, Motion carried with Acting Mayor Pettie voting aye and Councilor Palmer voting nay.

7.6. DISCUSS PARSECURITY RENTAL STATUS

Interim City Administrator Peterson updated Council, Parsecurity states they will have all vehicles and property off premises by the end of this week. They do not have keys as they state all locks can be unlocked remotely. Acting Mayor Pettie requested that Brock verify he has access to all locks.

7.7. UPDATE REGARDING CONTRACTED FIRE AID AGREEMENT BETWEEN CITY OF PINE CITY AND CITY OF RUSH CITY

Interim City Administrator Peterson updated Council, her and Chief Miller created a contract with fee schedule for the City of Rush City and sent this two weeks ago. The city administrator of Rush City called today with several questions, Interim City Administrator Peterson and Chief Miller answered said questions. The City of Rush City has not brought this to their Council yet. Councilor Palmer thanked Interim City Administrator Peterson for handling this well.

7.8. UPDATE REGARDING FLAHERTY & HOOD RATES WITH CGMC

Interim City Administrator Peterson updated on the discounts we are receiving from Flaherty and Hood for joining the CGMC. Councilor Sloan asked how long it has been since we have done an RFP for Legal services. Interim City Administrator Peterson

notified that we recently received a quote for services with a local lawyer that is higher than what we are currently paying. Council would like to know if we have a current contract and be updated at the next Council meeting.

8. NEW BUSINESS

8.1. DISCUSSION AND APPROVAL OF RESOLUTION 20240306-13 - ACCEPTING THE RESIGNATION OF CARL PEDERSON FROM THE CITY OF PINE CITY COUNCIL

Councilor Hill made a motion to accept resignation, Councilor Palmer seconded the motion, Motion carried unanimously.

Councilor Sloan made a motion to approve resolution 20240306-13, Acting Mayor Pettie seconded the motion to approve. Councilors Hill and Palmer voted nay. Motion carried with Acting Mayor Pettie approving the resolution as written due to split vote. Interim City Administrator Peterson notified Council of 3 options they have moving forward with the Mayor vacancy. Council does not want to make a decision at this time.

8.2. DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION 20240306-12 - DESIGNATION OF OFFICIAL SIGNERS ON FINANCIAL ACCOUNTS

Councilor Palmer has concerns about two city staff and one council member being signers, would like there to be two council members as signers of bank accounts. He would like to have this brought back to Council on March 21st with more information on who should be a signer at the bank and possibly appoint a second council member at this meeting to be a signer on the bank account. Councilor Palmer made a motion to appoint Interim City Administrator Peterson as a bank signer. However would like to appoint a second council member at the next council meeting, motion seconded by Councilor Hill.

Acting Mayor Pettie voted yes, Councilor Sloan voted yes, Councilor Hill voted yes, Councilor Palmer voted yes. Motion carried unanimously.

8.3. DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION 20240306-14 - TO ORDER FORCED ABATEMENT OF 710 2ND AVE SW

Adam Zemek - Fire and Life Safety Inspector updated council on 710 2nd Ave SW, he is requesting approval to fully abate property now that owners are completely vacant from property. Abatement would be cleaning up garbage and junk in the yard of property. No cleaning up of interior of home or shed can be done at this time per County Attorney.

Councilor Hill made a motion to approve resolution 20240306-14, Councilor Palmer seconded the motion, motion carried unanimously.

8.4. DISCUSSION AND POSSIBLE ACTION REGARDING PINE CITY AMERICAN LEGION RIDERS REQUEST

American Legion Riders Leslie and Bruce presented their plan to put pavers around the flagpole at Birchwood Cemetery. These pavers would be sold to veteran's families to engrave their loved one's names on. Pavers will be 9"x18" and have one name per paver. Councilor Hill would like to know maintenance plan. American Legion Riders plan to do ongoing maintenance. Their plan also includes removal of two birch trees from the front of the Cemetery, Jeff's Outdoor Services has volunteered to remove trees, the Benjamin tree will not be removed. Councilor Sloan recommended adding

Birch tree on the other side of the Benjamin tree. Acting Mayor Pettie would like a contract for future maintenance between the City of Pine City and American Legion Riders.

Councilor Hill made a motion to approve the proposal, Councilor Palmer seconded the motion, motion carried unanimously.

8.5. DISCUSSION AND POSSIBLE APPROVAL REGARDING THE PURCHASE OF A TRUCK BY PUBLIC WORKS

Maury presented his plan to purchase a truck for Public Works to the Council.

Councilor Palmer made a motion to accept the staff recommendation, Councilor Hill seconded the motion, motion carried unanimously.

8.6. ACCEPTANCE OF POKEGAMA LAKE MHC DONATION

Fire Chief Miller presented the donation by Pokegama Lake MHC.

Councilor Hill made the motion to accept the donation, Councilor Sloan seconded the motion, motion carried unanimously.

9. PLANNING / COMMUNITY DEVELOPMENT / ENGINEERING BUSINESS

9.1. APPROVAL OF PINE TECHNICAL AND COMMUNITY COLLEGE VARIANCE REQUEST

Emily Herold from MSA presented the PTCC variances that are being requested. Joe from PTCC discussed street parking issue, stating this is mostly gunsmithing students who will be moved with the upcoming renovation.

Councilor Palmer made a motion to approve Resolutions 20240306-15 and 20240306-16, Councilor Hill seconded the motion. Motion passed unanimously.

10. DEPARTMENT / COMMITTEE REPORTS

10.1. FIRE

10.2. FIRE AND LIFE SAFETY

10.3. LIQUOR

10.4. PARKS AND PUBLIC BUILDINGS

10.5. PUBLIC WORKS

11. MAYOR'S REPORT

Acting Mayor Pettie took a few minutes to read a Thank You letter to Former Mayor Pederson.

12. COUNCIL CONCERNS

Council Palmer shared a concern of Open Meeting Laws being violated, he would like to have a visioning session to discuss this and get a good understanding of the Cities financial position. States he had complaints that Open Meeting laws were violated at the EDA meeting on February 27th, also has had complaints from citizens that the

executive committee is not an open meeting.

Councilor Hill would like to split the former mayors committee appointments covered.
Acting Mayor Pettie provided list.

Council Decided on the Following Committee Appointments:

EDA - Councilor Hill, Parks and Rec - Councilor Palmer, HRA - Councilor Sloan,
Public Works - Councilor Hill, Fire Committee - Councilor Sloan

13. ADJOURN

Councilor Hill made a motion to adjourn, Councilor Sloan seconded the motion.

Motion carried unanimously.

Meeting Adjourned at 8:23 PM



CAO



Mayor