



Minutes
Regular City Council Meeting
April 5, 2017 -- 6:30 p.m.
Council Chambers

In attendance: Mayor Carl Pederson, Councilor Steve Ovick, Councilor Brian Scholin and Councilor Mary Kay Sloan.

Absent: None

Staff in attendance: City Administrator Ken Cammilleri, City Treasurer Matthew Van Steenwyk, Community Development Director/City Planner Andrew Mack, Liquor Store Manager/Park & Rec. Supervisor Lara Smetana, and Public Works Supervisor Maury Montbriand.

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 – A request was made to add a request for approval to proceed with the lease of a new lawn mower, a discussion with possible approval to submit a loan application to the National League of Cities Small Cities Resilience Competition Grant, and the addition of a discussion regarding attendance at the June 2017 LMC Conference. *Motion by Sloan, seconded by Scholin, to approve the agenda as revised. Motion carried.*

Approval of Minutes – *Motion by Scholin, seconded by Ovick, to approve the February 1, 2017, February 22, 2017, and the March 1, 2017 regular meeting minutes with a correction to the February 1, 2017 minutes to properly reflect Justin Jahnz last name, corrected from Johns. Motion carried.*

Consent Agenda - *Sloan made a motion, seconded by Scholin to approve the consent items. The consent items included the approval of bills for March 2017 and the acceptance of the Pine County Fines Report for February 2017. The motion carried unanimously.*

Open Forum – No public comments were made or offered.

Sheriff's Report – A representative from the Sheriff's Office was not in attendance to present the report.

Discussion and action regarding allocation of TIF District 1-1's Fund Balance - Cammilleri provided an overview of the TIF District 1-1 available funds, their origination, and the general restrictions on their use. Cammilleri identified 2 potential uses; construction and paving of the 1200 block of 8th Street SW and the Mill building demolition and remediation. Cammilleri provided an update on the demolition and remediation project. *Scholin made a motion, seconded by Pederson, to use the funds for the demolition and remediation of the Mill building and to proceed with the Braun Intertec testing and the work needed to proceed with that testing. The motion carried unanimously.*

City of Pine City

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Public Hearing Ordinance #17-01, Establishing 2017 Utility Rates, Building Permit fees and Fire Billing fees - The Public Hearing for **Ordinance No. 17-01** was opened at approximately 6:45 p.m.

Lawrence Skluzacek 925 7th ST SW provided comments that he feels the utility rates are currently high and he voiced his concerns that raising the rates further could cause financial burden on residents. He questioned if there would be a cap on rate increases. Cammilleri provided an overview of the existing debt and obligations. Skluzacek inquired if the rates for sewer provided to the neighboring townships were also being considered. Cammilleri relayed that those negotiations are planned for this year.

Cassandra Olsen/Three Twenty Brewing Co. 215 7th ST SW – Noted the opening of their small craft brewery. She made comments on her desire to move downtown and help in the economic development of downtown. She voiced her concerns on the rate increase impacts on their product production.

Council relayed that the Minnesota Energy Resources has available water energy conservation kits.

Montbriand provided some historic detail on the change to the per-gallon billing and a push for conservation. Montbriand noted that a levy serves to hurt those that are conserving.

Becky Schueller 1020 7th Ave SW - Inquired on increasing the base fee as opposed to increasing the consumption fee. Cammilleri noted that such an increase would not allow customers monitoring consumption to keep their billing down. Schueller noted that a raise in the base rate could allow for better budgeting by the customers. Schueller question if there are any options for reducing administrative costs for the distribution of the monthly billings such as email or other deliver method. Cammilleri noted that staff are working with the utility billing software provider to attempt to add such emailing functionality in the future.

Public hearing closed at 7:15.

Ordinance 17-01 & Resolution #17-10 - Cammilleri provided an overview of the proposed fee changes for the 2017 City of Pine City Fee Schedule and provided a first read of Ordinance 17-01 replacing 16-01 and noted the creation of Resolution 17-10 adding under resolution those items removed from the Ordinance in 17-01. *Scholin made a motion, seconded by Ovick, to adopt Resolution 17-10, the 2017 City of Pine City fee schedule, with noted indicated length of terms to be included in any license that does not currently have such indication and moved to wave the second read and adopt Ordinance 17-01 establishing 2017 Utility Rates, Building Permit fees, and Fire billing rates, with notation that publishing will meet all requirements. On a rollcall vote, the motion to approve Ordinance 17-01 and Resolution 17-10 passed 4-0, with Scholin, Sloan, Ovick and Pederson voting in favor and none against.*

LMC Conference June 14th-16th – A discussion was had regarding the League of Minnesota Cities (LMC) Conference June 14th – 16th. Scholin and Sloan voiced interest in attending the full conference while Pederson indicated a preference for just Thursday and Friday attendance. Ovick stated he would consider attending.

Small Cities Resilience Competition – Cammilleri provided an overview of the National League of Cities Small Cities Resiliency grant program with applications due by the 28th of April. Council inquired on the potential for a downtown redevelopment and evaluation. Mack provided a desire to consider projects already in discussion for development and completion. Council discussed the potential to seek a grant to be used for research and planning of the City Hall project.

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Jim France – Provided comment that he was concerned that the grant would commit the city to a path that may not reflect the City’s wishes. Cammilleri provided a response that the grant is for planning purposes customized to our needs and does not commit the City.

Council provided direction to staff to proceed with seeking the resilience grant focused on City Hall efforts.

Ordinance 17-06 Public Hearing and first read for Chapter 5, Section 525, Animal Control - Cammilleri provided an overview of the proposed ordinance and an overview of the dog licensing press release. Cammilleri provided a first read of Section 525 of the City’s animal control ordinance. *Motion by Scholin, second by Ovick, to waive the second read and approve Ordinance 17-6 Chapter 5, Section 525, Animal Control. On a rollcall vote, the motion passed 4-0, with Scholin, Sloan, Ovick and Pederson voting in favor and none against.*

First reading and approval of Ordinance #17-02, Indoor Commercial Lodging Facility Accessory Uses - Mack provided a first read of the modifications made to existing ordinance. *Motion by Ovick, second by Pederson, to waive the second read and approve Ordinance 17-02 Indoor Commercial Lodging Facility Accessory Uses. On a rollcall vote, the motion passed 4-0, with Scholin, Sloan, Ovick and Pederson voting in favor and none against.*

First reading and approval of Ordinance #17-05, Hilltop Cottages Re-zone –Mack provided an overview of the request and noted the request to include public comment. Mayor Pederson Opened public hearing at approximately 8:25pm. Becky Schueller requested clarification of potential secondary entrance/exit for the cemetery. Cammilleri provided an overview of the right-of-way and easements. Mayor Pederson closed the public hearing at 8:34. Cammilleri provided the first public reading of Ordinance 17-05. *Motion by Sloan, second by Ovick, to waive the second read and approve Ordinance 17-05, Hilltop Cottages Rezone. On a rollcall vote, the motion passed 4-0, with Scholin, Sloan, Ovick and Pederson voting in favor and none against.*

Approve Public Works Seasonal Hires – Montbriand requested approval to re-hire Harvey Lindstrom to perform cemetery maintenance at \$11.00 per hour and Leonard Larson, Rielely Skarda, and Addi Jost to perform park maintenance at \$10.25 per hour. *Motion by Pederson, seconded by Ovick, to approve the hiring seasonal positions. Motion carried.*

Lawnmower Quotes – Montbriand provided for consideration 2 quotes for the leasing of a new lawn mower. Staff recommended proceeding with the quote provided by Stan’s Equipment (\$2,060.00). *Motion by Scholin, seconded by Ovick, to approve proceeding with the mower lease with Stan’s Equipment in the amount of \$2,060.00. Motion carried.*

Liquor Store - Smetana provided the March 2017 monthly sales report for the Liquor Store.

Approve Liquor Store Seasonal Cashier Hires – Smetana provided a recommendation for the hire of Zachary Nelson, Josh Erickson and Jacob Brandys as seasonal cashiers at the rate of \$10.00 per hour. *Motion by Ovick, seconded by Sloan, to approve proceeding with the hire of the 3 seasonal liquor store cashier positions. Motion carried.*

Update on the Liquor Store remodel / consideration of project changes – Smetana provided an update of the remodel project. Smetana requested additional funding up to \$10,000 to correct door configuration issues and additional costs. *Motion by Ovick, seconded by Scholin, to approve additional funding for the remodel up to \$10,000.00. Motion carried.*

Pine City Athletic Association Agreement – Smetana provided an overview for consideration of an agreement with Pine City Athletic Association (Summer Rec) for field maintenance and running of the concessions stand. Smetana provided an assessment of performance. *Council recommended a contract be drawn up to address noted deficiencies. Council suggested staff to proceed.*

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Mayor Pederson provided an updated on the Capital visit and meeting with Senator Senjem and Senator Lourey. Cammilleri provide an updated on the bonding environment.

Cammilleri noted he received an email contact from the Pine City District School Superintendent Annette Freiheit and she noted a desire to coordinate a collaborative meeting with City, County, and the School District.

The mayor adjourned the meeting at 9:01 p.m.

Matt Van Steenwyk
City Treasurer/Assistant to the City Administrator

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