



City Council Meeting Minutes

April 21, 2022

City Council Chambers | 315 Main Street South

10:00am

IN ATTENDANCE – Acting Mayor Steve Ovick, Councilor Gina Pettie, Councilor Mary Kay Sloan , Councilor Kyle Palmer.

STAFF IN ATTENDANCE – City Administrator Scott Hildebrand, Deputy Clerk Billi Larson, Parks and Recreation Director Stacy O'Rourke, Liquor Operations Manager Lara Smetana, Community Development Director Mike Gainor. The following staff attended remotely: Treasurer Catherine Demes Maydew, Public Works Supervisor Maury Montbriand.

CALL TO ORDER – Council President and Acting Mayor Steve Ovick called the meeting to order at 10:00am.

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

PUBLIC FORUM – Hearing none, the public forum portion of the meeting was closed.

PUBLIC HEARINGS/PRESENTATIONS/CORRESPONDENCE –

- a. Initiative Foundation Donation Acceptance
- b. Snake River Fur Post Donation Acceptance
- c. Pine Center for the Arts Donation Acceptance
- d. Pine City Area Chamber of Commerce Parade Donation

SHERIFF'S UPDATE - There was no report given at this meeting.

CONSENT ITEMS - The following consent items were submitted:

- a. April 06, 2022 Minutes
- b. Approval of Check Detail Register
- d. Approval of Payroll Check Register
- e. Approval of Election Judge Pay Increase
- f. Approval of 320 Brewing Al Fresco Dining Plan

g. Approval of OH Eddie's Inc Solicitors - Transient Merchant Application

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

UNFINISHED BUSINESS -

a. Discussion regarding Fire Contracts - It was discussed that there was one township still outstanding. A 30 day letter will be sent informing the intent to cease service and mutual aid.

NEW BUSINESS –

a. Discussion and Approval of request to accept bids for New Water Tender. *Councilor Sloan made a motion to approve the request. Councilor Palmer seconded. Motion carried.*

b. Discussion and Approval of dock installation. *Councilor Palmer made a motion to approve Dave's Docks for \$3600. Councilor Pettie seconded. Motion carried.*

c. Discussion and Approval of POS System and software installation for Liquor Store. *Councilor Pettie made a motion to approve the request. Councilor Palmer seconded. Motion carried.*

PLANNING/COMMUNITY DEVELOPMENT/ENGINEERING REPORT -

- a. Snake River Fur Post Reimbursement - Councilor Palmer made a motion to approve a \$500.00 reimbursement. Councilor Pettie seconded. Motion carried.
- b. Draft Spring/Summer newsletter

Department / Committee Reports

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

CLOSED SESSION - Non-union employee evaluations - discussion regarding the evaluations of non-union employees pursuant to Minnesota Statute 13D.05 Subd3.a. *Councilor Pettie made a motion to enter into executive session at 10:35am. Councilor Palmer seconded. Motion carried.*

Councilor Pettie moved to open the regular session at 11:58am. Councilor Sloan seconded. Motion carried. Councilor Sloan made a motion to adopt the personnel memorandum presented by City Administrator Scott Hildebrand on the evaluations and salary adjustments for non-union employees. Councilor Ovick seconded. Motion carried.

MAYOR'S REPORT – None

COUNCIL CONCERNS/MISC. – None

ADJOURN- Councilor Ovick made a motion to adjourn at 12:11 pm, seconded by Councilor Sloan.
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 May 04, 2022.