



**Minutes
Regular City Council Meeting
May 3, 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 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 6:31 p.m. and led the Council in the Pledge of Allegiance.

Additions and/or Deletions to the Agenda – The following requests were made by staff to add to the agenda: review and approval of the Subordination Agreement related to the Old Highway 61 Auto Sales parcel previously owned by the City and to add a motion to direct staff to assess land availability in the downtown district and to begin preliminary negotiations and research on potential land purchases. *Motion by Sloan, seconded by Ovick, to approve the agenda as revised. Motion carried.*

Approval of Minutes – *Motion by Scholin, seconded by Ovick, to approve the April 5, 2017 and April 26, 2017 meeting minutes. Motion by Ovick, seconded by Sloan, to approve the minutes as presented. Motion carried.*

Consent Agenda - *Scholin made a motion, seconded by Ovick to approve the consent items. The consent items included the approval of bills for April 2017, the acceptance of the Pine County Fines Report for March 2017, the approval of application and permit for a temporary On-Sale Liquor License for the Pine County Ag Society of August 2-4, 2017 and August 5-6, 2017, the approval of a street dance and temporary On-sale Liquor License for the Pine City Chamber of Commerce for June 24, 2017, and the approval to accept a swing set from Immaculate Conception Church and St. Mary's Preschool. The motion carried unanimously.*

The City Council further requested that City staff prepare a thank you note to St. Mary's Church for the donation of the swing set.

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. The City Council noted that they would like to see the Sheriff's Department at the City Council meeting.

Resolution 17-25, Approving Authorization to enter into an SSTS (Septic) Contract for Services with AT Septic Inspection and Design – Mack explained the contract pay structure as well as a response that insurance requirements will be met by the contracted party. *Motion by Scholin, seconded by Pederson, to authorize Resolution 17-25 entering into an SSTS (Septic) Contract for Services with AT Septic Inspection and Design. The motion carried unanimously by roll call vote.*

Resolution 17-27 Approving St. Mary's Preschool (Early Learning Academy) CUP to expand a group commercial daycare – Mack provided an overview of the CUP, the site plan, and staff's recommendation. *Motion by Ovick, seconded by Sloan, to approve St. Mary's Preschool CUP to expand a group commercial daycare. The motion carried unanimously by roll call vote.*

Approve Recommendations for the 2017 Beach Hires – The Council discussed the impacts providing higher wages to seasonal employees whom are rehired in future years. *Motion by Ovick, seconded by Sloan, to approve the 2017 beach hires; S. Steele, Kotek, Miller, Cahill, B. Berube, K. Berube, Pavelka, Gusk, Lundquist, B. Steele, Carpenter, & Johnson. Motion carried, with Scholin voting against the motion.*

Approve Staff to Develop a Cross Lake Preserve Park Plan – Smetana provided an overview of the existing status of the Cross Lake Preserve Park. Smetana requested direction from council to proceed with plan and to gather neighborhood feedback. Council requested to verify safety standards as they relate to the swing set donated by St. Mary's. *Motion by Sloan, seconded by Pederson, to proceed with developing a Cross Lake Preserve Park Plan. Motion carried.*

Dock Use Agreement with Pine City Landings – Smetana provided an overview of the agreement. Discussion was had on maintenance of the dock structure. Smetana indicated steps to the dock were the City's maintenance responsibility. Montbriand indicated that the Pine City Bottle Cap Condos have done some dock maintenance in the past. Request by Council to address the state of the banners. *Motion by Scholin, seconded by Sloan, to approve the Dock use agreement as presented. Motion carried.*

Softball Complex Seasonal Maintenance Agreement with Pine City Athletic Association – A discussion was had on the results of previous year's maintenance agreement and of recent vandalism in the bathrooms of the ballfield shelter. *Motion by Ovick, seconded by Sloan, to approve the Softball Complex Seasonal Maintenance agreement as presented. Motion carried.*

Liquor – Smetana provided an overview of the April 2017 Liquor Sales and the new reports that are forthcoming.

Smetana provided a brief update on Liquor Store remodel. Smetana indicated that the front door facing Main Street has been removed and move to its new location on 2nd Avenue SW is taking place now. Smetana indicated that the planned completion is still slated for next Friday (May 12th) with a grand reopening to be done sometime in June.

Purchase of Lift Station Cellular Communications Devices (SCADA) – Montbriand provided a discussion on the cellular communications needed to complete the lift station shift to cellular. *Motion by Sloan, seconded by Scholin, to proceed with the purchase of the equipment to upgrade SCADA. Motion carried.*

Hiring Public Works 2 Position – *Motion by Pederson, seconded by Ovick, to approve the hire of Todd Groninga for the Public Works 2 position. Motion carried.*

Tri Deck Mower – Montbriand discussed the need for a new tri-deck mower and provided an overview of the specifications of the requested mower. *Motion by Scholin, seconded by Ovick, to approve the purchase of a Tri Deck*

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Mower from Olson Power and Equipment in the amount of \$10,725.00 (lowest quote and staff recommendation). Motion carried.

Resolution #17-26, Recognizing National Pregnancy and Infant Loss Awareness Day – A discussion was had on when Council should consider making proclamations and resolutions supporting organizations that the City is not affiliated with. Council discussed only bringing to council items that directly impact Pine City and the surrounding community. Direction was provided to require in-person presentations of such requests for Council consideration of proposal. *Resolution did not proceed. No action was taken by Council.*

Request for Reduction on Fire Services Charges – Tony and Heather Shaw (13081 Sunset Trail, CR 1055 in Pokegama Township) – Van Steenwyk presented the requested made by Tony and Heather Shaw to approve a request to reduce fire call fees. *Motion by Sloan, seconded by Ovick, to deny the request made by Tony and Heather Shaw.*

Approval of Subordination Agreement with Neighborhood National Bank with Regard to the property sold to Old Highway 61 Auto Sales – A discussion was had on the issue and the staff recommendation provided. It was noted that the City’s legal counsel reviewed and approved of the agreement. *Motion by Scholin, seconded by Ovick, to approve the Subordination Agreement with Neighborhood National Bank as presented. Motion carried.*

Motion to direct staff to assess land availability in the downtown district and direct staff to begin preliminary negotiations and research on potential land purchases - Pederson provided an overview of the City Hall process and the need to look at downtown potential land options. *Council directed staff to proceed by unanimous consent.*

Mayor - Pederson shared an invitation received from the Pokegama Lake Association (PLA) freshwater fair.

Ovick shared positive feedback he received with regard to Montbriand and his staff from State health inspector.

Pederson provided indicated that there may be issues with regard to Pine County’s approval of a storm sewer system connection by Old Highway 61 Auto Sales based on conditions within the business’s developer’s agreement and recently approve Conditional Use Permit. Pederson noted a pending discussion is to be had with Steve Hallan with Pine County. Mack relayed that he received a professional engineering plan / drainage plan from Old Highway 61 Auto Sales. *Council provided direction to share the engineering plan with the Pine County Engineer.*

Pederson noted a talk with DNR about the condition of the boat landing by the Main Street Bridge. Montbriand he had met with the DNR.

The mayor adjourned the meeting at 7:35 p.m.

Matt Van Steenwyk
City Treasurer/Assistant to the City Administrator