



**Minutes  
Regular City Council Meeting  
May 31, 2017 - 6:30 p.m.  
Council Chambers**

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

Absent: None.

Staff in attendance: City Administrator Ken Cammilleri, City Treasurer Matt Van Steenwyk, Liquor Store Manager/Park & Rec. Supervisor Lara Smetana, Fire Chief Tom Miller, Community Development Director/City Planner Andrew Mack, 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.

**Swearing-In Ceremony – City Administrator Kenneth Cammilleri performed the Swearing-In Ceremony for the new Council Member Gina Pettie.**

**Additions and/or Deletions to the Agenda – Motion by Sloan, seconded by Scholin, to approve the agenda as presented. Motion carried.**

**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.

**Pine City Softball Association Temporary On-Sale Liquor License for June 9 – June 11, 2017 - Motion by Ovick, seconded by Sloan, to approve the Temporary On-Sale Liquor License for the Pine City Softball Association for June 9<sup>th</sup> – 11<sup>th</sup>, 2017. Motion carried.**

**Patrida Property Right-of Way and Easement - Update on pending legal proceeding regarding right-of-way and easement issues - Partida Property, 490 5<sup>th</sup> Ave Ne, PID# 42-0116-000 –** Cammilleri provided an overview of the existing encroachment issued and the request presented by the Partida's. Cammilleri recommended giving the Patida's three feet around the edge the existing garage to eliminate encroachment issue in which the structure protrudes into the City's right-of-way while maintaining general compliance with the Fire Code's lot line regulations. Council discussed the request for vacating a portion of the property. It was determined that giving up further right-

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of-way to the Partida's property would exacerbate the current non-conforming lot coverage which currently exceeds the thresholds identified in the Municipal Development Ordinance. *Motion by Scholin, seconded by Pederson, to give as little of the right-of-way as needed to accommodate the existing encroaching garage. Motion carried.*

**Beaver Pond Development** – Cammilleri provided an overview and update of the status of the Beaver Pond development and the status of the existing developer's agreement.

**Resolution 17-29 - County Resolution for State Aid for Local Transportation, Approving County Project within Municipal Corporate Limits, Project # SAP-058-608-018, 2<sup>nd</sup> Street SE (CASH 8)** – Discussion was had on the potential for a change to the plan related to sidewalks. Direction from council to relay concerns to the County about the sidewalk plan on the County Road 8 project and a request to shift the sidewalk on the 600 block of the project to the west side. A note was also made to include a pedestrian crossing at the point where the sidewalk shifts to the other side of the street. *Motion by Ovick, seconded by Scholin, to approve Resolution 17-29, approving County Project within Municipal Corporate Limits. On a rollcall vote, the motion to approve Resolution 17-29 passed 5-0, with Scholin, Sloan, Ovick, Pettie, and Pederson voting in favor and none against.*

**Approve purchase of additional Banyon accounting software modules** – Van Steenwyk and Cammilleri provide an overview of the need for the additional requested modules for the Banyon Accounting software. Council requested that the cost be allocated to the Liquor, Capital, Water, and Sewer funds. *Motion by Sloan, seconded by Ovick, to proceed with the purchase of the additional Banyon modules. Motion carried.*

**Hiring Additional Temporary Seasonal Liquor Store Employees** – Smetana provide an overview of the need for the two requested temporary seasonal positions. *Motion by Ovick, seconded by Pederson, to approve the hire of two additional seasonal liquor store employees. Motion carried.*

**Sunday Sales and Summer Hours** – Smetana provide an overview of new Sunday liquor sales hours (11 a.m. to 6 p.m.) of operation. The proposed change comes as a result of statutory changes related to Sunday liquor sales. Smetana also requested approval to shift store hours from regular to summer hours of 9 a.m. to 10 p.m. Monday through Saturday until end of Labor Day weekend when the hours may be shifted back to normal business hours. *Motion by Scholin, seconded by Ovick, to approve the summer and Sunday hours as presented. Motion carried.*

**Old 61 Auto Sales Developers Agreement – Petitioner Joe C. Foster** – Mack provided a summary of the Old 61 Auto Sales Developer's Agreement. Council discussed the proposal and developers agreement. *Motion by Scholin, seconded by Sloan, to approve the developer's agreement with Old 61 Auto Sales. Motion carried.*

**Resolution 17-28 - Amendment to the Pine City Comprehensive Plan Future Land Use Map re-guiding land along the northeasterly part of Northridge Dr. NW from Business Exposure Corridor to Commercial/High Density Residential – Petitioner City of Pine City** – Mack provided an overview of the amendment request and the recommendation from the Planning Commission to approve. *Motion by Ovick, seconded by Scholin, to approve Resolution 17-28 an amendment to the Pine City Comprehensive plan related to Northridge Dr. NW. On a rollcall vote, the motion to approve Resolution 17-28 passed 5-0, with Scholin, Sloan, Ovick, Pettie, and Pederson voting in favor and none against.*

**Ordinance 17-10 - To rezone property located at 1687 Main St N PID# 42-5988-000, from GB – General Business to MFR-2 Higher Density Multi-Family Residential District – Petitioner Robert Jones** - Mack provided an overview of the request and the recommendation from the Planning Commission to approve the rezoning. *Motion by Ovick, seconded by Scholin, to approve Ordinance 17-10 to rezone the property located at 1687 Main St from General*

*Business to Higher density multi-family residential. On a rollcall vote, the motion to approve Ordinance 17-10 passed 5-0, with Scholin, Sloan, Ovick, Pettie, and Pederson voting in favor and none against.*

**Ordinance 17-11 - The request, initiated by the City of Pine City, to rezone property located at 615 Northridge Dr. NW from GB-General Business to MFR-2-Higher Density Multi-Family Residential District** – Mack provided an overview of the request and the note that this would bring the property into conformity. *Motion by Ovick, seconded by Sloan, to approve Ordinance 17-11 to rezone the property located at 615 Northridge Dr. NW from General Business to Higher density multi-family residential. On a rollcall vote, the motion to approve Ordinance 17-11 passed 5-0, with Scholin, Sloan, Ovick, Pettie, and Pederson voting in favor and none against.*

**Property clean up at 335 9<sup>th</sup> St SW, PID#42-5239-000** – Cammilleri provided an update that the cleanup that is currently underway. Staff requested Council table action at this time. An updated will be provided, as needed, at a future time. The item was tabled indefinitely by unanimous consent.

**City Hall planning efforts and proposal presentation by Mike Lamb Consulting / Mike Fischer – LHB Architecture/Engineer** – Cammilleri provided an overview of the City Hall project and the existing three options being considered. Cammilleri provided a note that the results provided only reflected those respondents that indicated residence and/or business owners. Mr. Mike Lamb and Mr. Mike Fischer provided a presentation for on a proposal to facilitate the City’s efforts to plan the future of city hall.

Jim France – provided public comment/inquiry on financing of the project. Cammilleri provided a response on the financing avenues available to the City.

No action was taken by council.

**Discussion on City Hall Survey results** – A discussion was had on the preliminary survey results. The Council provided direction that it was no longer interested in entertaining a “do nothing” option for City Hall based off the results of the survey and other feedback provided to the City. The Council directed staff to contact Pine County to verify its intended improvements in the Pine Government Center and to clarify the County’s position on different leasing terms. The Council also shared their interest in arranging another meeting with Pine County to continue to discuss a leasing alternative in which the City would make improvements to its floor.

Direct to Staff to prepare a recommendation and recommended lease terms  
Terms of lease recommendations  
Fire suppression  
ADA compliant  
Eviction terms (i.e. 3 year notice)  
Claw-back terms  
Other

**Confirmations of Mayoral Committee Appointments** – A discussion was had on modifying the Committee appointment list to reflect the inclusion of the new Council member Pettie. Changes were recommended and will be presented for approval at the next Council meeting.

**Discussion on moving second meeting of the month to a daytime meeting during city business hours** – Discussion was had on shifting the 2<sup>nd</sup> monthly meeting to a daytime schedule. Council directed staff to draft an ordinance for conducting a day meeting to be established on the last Thursday of the month at 8:00 am as opposed to the time of

the current 2<sup>nd</sup> monthly City Council meeting.

Mayor Pederson adjourned the meeting at 9:42 p.m.

**Matt Van Steenwyk**  
**City Treasurer/Assistant to the City Administrator**