



Minutes
Regular City Council Meeting
June 3, 2020 - 6:30 p.m.
Remotely via RingCentral Meeting 149 646 4530

<https://meetings.ringcentral.com/j/1496464530>

Meeting ID: 149 646 4530

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 Matthew Van Steenwyk, Community Development Director Lezlie Sauter, Public Works Supervisor Maury Montbriand, Treasurer Maggie Olson, Liquor Store Manager Lara Smetana, Park and Recreation Director Stacy O'Rourke, Fire Chief Tom Miller, and City Engineer (SEH) Greg Anderson.

Mayor Pederson called the meeting to order at approximately 6:30 p.m. The Pledge of Allegiance was respectfully forgone due to remote meeting limitations.

Additions and/or Deletions to the Agenda – A request was made to add a discussion of the MN State Demographers Office population estimates. *Motion by Ovick, seconded by Sloan, to accept the agenda as modified. On a rollcall vote, Scholin, Sloan, Pederson, Pettie, and Pederson all voted in favor and none against. Motion carried.*

Consent Items - The consent items include the approval of the minutes: April 30, 2020, May 6, 2020, December 3, 2014 Truth-in-Taxation, September 28, 2015, August 3, 2016, August 31, 2016, September 7, 2016, September 14, 2016, September 28, 2016, October 5, 2016, October 26, 2016, November 1, 2016 (special meeting), and November 2, 2016 (special meeting) and approval of May 2020 expenditures, approval of May 2020 accounts payable, and approval of April Fines report. A discussion was had on the process for generating the older minutes. Van Steenwyk noted that the audios for the meetings were a bit helpful. Staff to provide Council with a general overview of what is left to transcribe. *Scholin made a motion, seconded by Pettie, to approve the consent items as presented. On a rollcall vote, Scholin, Sloan, Ovick, Pettie, and Pederson all voted in favor and none against. Motion carried.*

Open Forum – Mr. Troy Haug was present via phone to provide an open forum comment. Van Steenwyk provided a summary of the discussions with Mr. Haug concerning his request for a certificate of occupancy in relation to the well closure on his property (PID 425193000). Haug relayed his concerns with time delays in renting out his units as it relates to the state grants that are in process. Van Steenwyk noted that the first grant was signed and in hand for the implementation phase of the well closure. Van Steenwyk further noted that the second grant was awarded but the signed documents have yet to be received so the second phase cannot continue. A discussion was had on the process of changing the well closure required needed for a certificate of occupancy to be issued. It was noted that the current process could be completed through the Planning Commission and Council by the end of July. A discussion was had on

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the potential for special meetings. Mr. Haug noted that he would reach out to Van Steenwyk the following day to discuss and confirm the grants and timeline following conversations with the contractor. No action was taken on this item.

Sheriff's Report – A representative was not present from the Sheriff's Department. Pederson provide a summary of a conversation with Sheriff Nelson related to the Black Lives Matter demonstration that was taking place earlier today. Van Steenwyk noted that he had confirmed with Sheriff Nelson that the group had disbursed without incident and that all went well.

Public Hearings – No action was taken on this item as there were no public hearings.

Alfresco Dining/Beer/Liquor License applications update – Sauter provided an update of the applications received. Sauter noted that Luedtke had conducted the inspections and there were not notes of concern. A discussion was had on the requirements of the license as it relates to closing time. Sauter noted that closing time was 10pm. A discussion was had on complaints related to closing time. Van Steenwyk noted that he had been in contact with the Sheriff and they are aware of the requirement and will monitor. Sauter noted that she had relayed the requirements to all applicants. No action was taken on this item.

Park and Recreation – O'Rourke provided a general park update noting the moving of tables to accommodate the Alfresco dining of some businesses. O'Rourke provided some information related to the Park's Passport program and the Adopt a Park program. A discussion was had on the canoe rack and the potential for getting that out for rent/use. O'Rourke noted the concerns with renting equipment as it relates to COVID-19. Van Steenwyk noted that he would reach out to our insurance agent to determine if any additional insurance is needed for such activity in the future. A summary of the swimming plan was presented by O'Rourke and Smetana. A discussion was had on the impacts and timelines of the roadwork adjacent to West Side Park & Beach. Staff are continuing to review state and federal guidelines. Staff are continuing to work with Anderson to determine when a soft opening would be appropriate keeping in mind access and safety concerns.

Liquor Store May 2020 Monthly Sales Report – Smetana provided a summary of sales report for the month of May. A discussion was had on the use of revenues on the future budget. No action was taken on this item.

Mockup - Video Advertising – Smetana and Van Steenwyk presented the demo video and explained the discussion had with the sales representatives. A demo was presented to Council. It was noted that this would not cost the City anything aside from some minor electrical consumption. Council inquired as to the term of the agreement. Staff was uncertain on the length of the commitment. Council directed staff to bring this item to the Liquor committee for consideration and additional information.

Mill and Overlay Project - 2020 (recommendation from the Public Works Committee) – Van Steenwyk noted the changed diagram of the proposed project. A summary of the recommendation from the Public Works committee was presented identifying the proposed area for the 2020 Mill and Overlay Project: 8th ST SW to west on Johnson Ave SW, then heading south on 9th ST SW up to the entrance of Our Redeemer Church, Spruce Circle SW, then Clark Ave from 8th ST SW to 9th ST SW. Montbriand and Anderson provided an overview of the proposed project highlighting the drainage issue at the corner of Johnson and 9th. Montbriand noted the inclusion of surmountable or ribbon curb to help stabilize and extend the life of the roadway surface. Montbriand indicated a general cost estimate of \$150,000 using the rates provided by the current contractor on the 2020 streets project, A-1. It was noted that Mr. Rose from SEH is determining if the contractor is interested in a potential change order on the project. A discussion was had on the drainage concerns with sump pumps shedding water onto the roadway surface. A discussion was had on including more robust stormwater management. Montbriand provided not of a potential fix via a permit process that would allow homeowners to discharge

their sump pumps into the sanitary sewer during the winter months. A comment was provided that this should be done right. Direction for staff to determine the cost of a system that includes better drainage to accommodate the concerns. Staff were also directed to determine if additional costs could be included in the debt issuance planned for 2020. Council indicated support of a special meeting if the timeline required one occur to expedite the process.

Resolution #20-32 - Affirming and Adopting Non-Union Pay – Van Steenwyk provided a summary of the proposed changes noting the non-union FT staff increases are directly tied to evaluations and the approved pay rubric. Staff were directed to seek quotes on a salary study for non-union positions. *Motion by Sloan, seconded by Ovick, to approve Resolution #20-32 – Affirming and Adopting Non-Union Pay. On a roll-call vote, Pederson, Sloan, Pettie, Ovick, and Scholin voted in favor and none opposed. Motion carried.*

Approval of claims over \$10,000

- SEH, Invoice #382862, \$37,118.23, General Engineering for 2020 Street Reconstruction
- SEH, Invoice #385850, \$26,090.95, General Engineering for 2020 Street Reconstruction
- SEH for payment to A-1 Excavating, \$600,981.40 2020 Street Improvements

Anderson provided a summary of the billings presented. Anderson provided a project update on the 2020 Streets project. *Motion by Pettie, seconded by Ovick, to approve payment of SEH invoice 382862 - \$37,118.23, SEH Invoice 385850 - \$26,090.95, and A-1 pay app #1 for \$600,981.40. On a roll-call vote, Pederson, Sloan, Pettie, Ovick, and Scholin voted in favor and none opposed. Motion carried.*

Population Estimate – Van Steenwyk provided a summary of the estimate provided by the state demographers office. Van Steenwyk provided a note on the process for generating the estimate. A discussion was had on the boundaries used and methodology to generate the estimate. Van Steenwyk noted that they started with the 2010 census and have adjusted their estimates annually based upon building permits and other factors. A discussion was had on potentially contesting the estimate. Van Steenwyk noted that that process appears complex and difficult to execute. Van Steenwyk also noted that the 2020 census is set to be completed and reported which will provide a more accurate figure. No action was taken on this item.

Lead/Copper – A discussion was had on the Lead/Copper report. A brief discussion was had on the testing process and contributing factors. It was noted that this test was a pass. Maury noted the difficulty in maintaining these numbers due to various factors with guidance from the MPCA. No action was taken on this item.

Updates – Sauter provided an update on the Hilltop Cottages and the extension of the close date on the land sale. Sauter and Pederson also provide an update on the Timber Pines development with note of the renewal of the development site plan to come back to the Planning Commission. No action was taken on this item.

Adjournment - *Motion by Ovick, seconded by Pettie, to adjourn the meeting at 8:33pm. On a roll-call vote, Pederson, Sloan, Pettie, Ovick, and Scholin voted in favor and none opposed. Motion carried.*

Minutes taken by:
Matthew Van Steenwyk
City Administrator

Matthew Van Steenwyk, City Administrator

Carl Pederson, Mayor