



City Council Meeting Minutes

June 16, 2022

City Council Chambers | 315 Main Street South

IN ATTENDANCE – Mayor Carl Pederson, Councilor Steve Ovick, Councilor Mary Kay Sloan , Councilor Kyle Palmer, Councilor Gina Pettie

STAFF IN ATTENDANCE – City Administrator Scott Hildebrand, Deputy Clerk Billi Larson, Fire Chief Tom Miller, Public Works Supervisor Maury Montbriand , Community Development Director Mike Gainor, Finance Manager Becky Gestson, Bottle Shop Manager Lara Smetana

CALL TO ORDER – Mayor Carl Pederson called the meeting to order at 10:00am.

CONSIDERATION AND APPROVAL OF AGENDA – *Councilor Palmer made a motion to approve the agenda including the late addition brought forth by Director Gainor (Consent item J). Councilor Sloan seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Sloan and Pettie voting aye. None opposed.*

PUBLIC FORUM – *Cindy DeJarlais addressed the Council regarding concerns about the Special Event Permit issued to ECM Pride in the Park and made inquiries regarding the meeting procedure used by the City of Pine City.*

PUBLIC HEARINGS/PRESENTATIONS/CORRESPONDENCE –

There were no public hearings or presentations at this meeting.

SHERIFF'S UPDATE - *There was no one present from the Pine County Sheriff's Office to give an update to Council.*

CONSENT ITEMS - The following consent items were submitted:

- a. Approval of Meeting Minutes - June 01, 2022

- b. Approval of Paid Check Register
- c. Approval of Payroll Register
- d. Approval of Hiring City Treasurer/Finance Manager
- e. Approval of Hiring Seasonal Cashier Liquor Store
- f. Approval of Hiring Seasonal Lifeguards
- g. Approval of Rebel Lobster Mobile Food Unit Application
- h. Approval of Original Hockey Mom's Brownies Mobile Food Unit Application
- i. Approval of Holy Smokes Catering Mobile Food Unit Application
- j. Approval of Subordination Agreement - Hilltop Cottages

A motion was made by Councilor Ovick to approve the consent agenda. The motion was seconded by Councilor Pettie. The motion was carried with Mayor Pederson and Councilors Palmer, Ovick, Sloan and Pettie voting aye. There were none opposed.

UNFINISHED BUSINESS -

- a. Fire Contract Update - *Update on billing for 2022 and 2023. Discussion on notice for July 20, 2022 meeting.*

NEW BUSINESS –

- a. Discussion and Approval of possible Special Meeting on June 29, 2022. - *It was discussed that the July 6, 2022 meeting be moved to June 29, 2022 at 6:30pm. Councilor Pettie made a motion to approve the meeting schedule. Councilor Ovick seconded. The motion passed with Mayor Pederson and Councilors Palmer, Ovick, Sloan and Pettie voting aye. None were opposed.*
- b. Discussion and Approval of Council Representative for Civic Center Board - *Councilor Sloan will represent the Council on the Hilltop and Civic Center Boards and Councilor Palmer will be the alternate.*
- c. Discussion and Approval of Council Representative for Parks Committee.
- d. May Utility Bills Late Fee Waiver - *Deputy Clerk Larson requested that the Council make a motion to waive late fees for the May billing cycle for water bills due to the tardiness of getting the bills out after experiencing extended network system connectivity issues. Councilor Sloan made a motion to waive late fees for the May billing cycle. Councilor Palmer seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Sloan, and Pettie all voting aye. None opposed.*

PLANNING/COMMUNITY DEVELOPMENT/ENGINEERING REPORT -

- a. Discussion and Approval of 2022 Street Project. - *5 bids were received with Douglas Kerr submitting the lowest bid at \$1,232,083.11. Councilor Palmer made a motion to*

approve the Douglas Kerr bid for \$1,232,083.11. Councilor Pettie seconded the motion. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Sloan, Pettie voting aye. None opposed.

FINANCE REPORT

- a. YTD Revenue/Expense
- b. YTD Budget by Department
- c. Software Update

DEPARTMENT / COMMITTEE REPORTS

- a. Administration
- a. Fire
- b. Liquor
- c. Parks
- d. Public Works

MAYOR'S REPORT – Mayor Pederson thanked Council and Staff for their work in his absence.

COUNCIL CONCERNS/MISC. - CAP Presentation Jul 21, 2022

ADJOURN- Councilor Sloan made a motion to adjourn. Councilor Palmer seconded. Motion carried with Councilors Palmer, Ovick, Sloan and Pettie voting aye. None opposed.

Carl Pederson, Mayor

Scott Hildebrand, City Administrator

Minutes taken by Deputy Clerk Billi Larson
Next Regular Council meeting is July 21, 2022