



Minutes
Regular City Council Meeting
July 5, 2017 – 6:30 p.m.
Council Chambers

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

Absent: Councilor Gina Pettie

Staff in attendance: City Administrator Ken Cammilleri, City Treasurer Matt Van Steenwyk, Liquor Store Manager/Park & Rec. Supervisor Lara Smetana, Public Works Supervisor Maury Montbriand, and Community Development Director/City Planner Andrew Mack.

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 – A request was made to add a discussion regarding professional services to be provided by Abdo Eick & Meyers (AEM). *Motion by Ovick, seconded by Sloan, to approve the agenda as revised. Motion carried.*

Consent Agenda – *The consent items include the approval of bills for June 2017, the acceptance of the Pine County Fines Report for May 2017, the approval of the June 7, 2017 and June 29, 2017 Regular Meeting Minutes as well as June 19, 2017 Special Council & HRA Board Meeting Minutes, and the approval of a temporary On-sale Liquor License for Pine Center for the Arts for July 14, 2017. Scholin requested additional research on the Radio Shack/Carey's Communications billing, staff to follow up. Sloan made a motion, seconded by Ovick, to approve the consent items with the removal of item e. Approve Annual Brewery Sunday Sales License for Three Twenty Brewing. The motion carried unanimously.*

Approval of an Annual Brewery Sunday Sales for Three Twenty Brewery - *Motion by Scholin, seconded by Sloan, to refund Three Twenty Brewery's license application fee and authorize Three Twenty Brewing to conduct Sunday **on premise sales**. The motion carried unanimously.*

Open Forum – Pine County Commissioner Steve Hallan provided comment on a need for a safe transit of pedestrians along the south end of Cross Lake. He provided an updated on a proposed trail project. A request was made by Council to be made aware of when the planning meeting will be conducted for that project.

Sheriff's Report – Pine County Sheriff Jeff Nelson was in attendance to provide the Sheriff's report. Sheriff Nelson noted that an updated reporting system is the process of being developed. Looking for an early 2018 implementation date.

Public Hearing: Waste Management Discussion – The public hearing opened at approximately 6:45.

City of Pine City

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Cammilleri provided a discussion on the complaints that have been received by the City. He noted that any additional complaints should be routed to him at City Hall. Cammilleri noted a previous meeting that was held with Waste Management staff and the complaints relayed at that meeting.

Pete Anderson – Director of Operations of Waste Management in MN – Lakeville - provided an opening statement regarding the acquisition and the takeover of operations of East Central Sanitation and noted operational issues with staffing and computer modeling issues. Anderson noted that rates did not increase and that the billing timeframe adjustment from 13 billings to 12 caused some potential confusion. Anderson introduced the Waste Management staff for the Pine City area.

Eric Brown – District Manager out of Cambridge, MN
Julie Ketchum – Lakeville Office – Government affairs & Communication
Diana Siebels – Events and other communication

Public comment:

Dory Johnson - Provided comment on a need for a higher recycling pickup frequency. She made note of a letter from Waste Management discussing additional services. Anderson commented that a discussion could be had on recycling frequency. Johnson supported a discussion on a second pickup. Cammilleri noted that a discussion could be had between the City and Waste Management.

Jim France – Noted a lack of pickup at the food shelf and liquor store. Cammilleri noted a poor customer service experience upon calling to correct that pickup.

Donna Olson 620 1st SE – provided a comment on failure to pick up. Inquiry on recycling in bags and a request for what is recyclable. Waste Management will provide literature on what is recyclable to the City for dissemination.

Pine County Commissioner Steve Hallan relayed the level of complaints he has received regarding service.

Dennis Herrington – Rock Creek – Provided complaint of Rock Creek Rates.

Cammilleri noted that all Pine City rate changes require Council approval for change. He noted no request has been received to increase rates. Cammilleri noted that rates are in place through December 31, 2018.

Montbriand provided comment on concerns for electronic notification and potential rate increase. Pine County Commissioner Hallan mirrored that concern as well.

The open forum was closed at approximately 7:22.

Public Hearing: Amendment to Business Subsidy Policy – Public hearing opened at approximately 7:22.

Cammilleri provided an overview of the needs and purpose of the business subsidy policy. Council discussed and sought public comment. The Mayor closed the public hearing at 7:28.

Approval of amended Business Subsidy Policy and Revolving Loan Fund Policy – Cammilleri provided note of the proposed changes to the Business Subsidy Policy and the Revolving Loan Fund Policy. *Motion by Ovick, seconded by Pederson, to approve the amended Business Subsidy Policy and Revolving Loan Fund Policy. The motion carried unanimously.*

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Authorization to proceed with legal review of Personnel Policy - Motion by Sloan, seconded by Ovick, to approve forwarding the Draft Personnel Policy for legal review to be provided by Flaherty & Hood for an estimated amount of \$1,440 to \$2,400 (12 to 20 hours). The motion carried.

First reading and possible consideration of Ordinance #17-13, Minnesota Energy Resources Natural Gas Franchise Agreement –

Pam Sarvela, External Affairs Leader – Minnesota Energy Resources – Provided a history of the franchise agreements with the City of Pine City. Sarvela provided an overview of the Minnesota Energy Resources operations.

Jim France – inquired as to the potential for automatic meter reader systems. Sarvela provided a response as to such an equipment change being possible.

At Council's request, Cammilleri provided a summary read in lieu of a full first read of Ordinance #17-13. Ordinance #17-13 is to be sent to legal for review with a planned second read and consideration for approval at the regular Council meeting to take place on August 2nd.

Discussion and Consideration of Pine County Police Contract for 2018-2020 - Sheriff Nelson provided an overview of the County's proposed rates. Cammilleri requested clarification on rate increases and support. Council discussed the proposed rate increases. Pine County Commissioner Hallan provided feedback. No action was taken on this matter.

Forward on to LMC for contract review.

Review and Approve Updated Automated Clearing House agreements with Northwoods Bank of Minnesota -

Discussion was had on the agreements. *Consent from Council to proceed with agreements.*

Request for Professional Services agreement with AEM for a period not to exceed one week - Cammilleri provided a summary of the request for bank reconciliation support. *Direction from Council to proceed.*

Budget amendment and purchase a Hydrant turner – Montbriand provided an overview of the request for the Hydrant Buddy. *Motion by Pederson, seconded by Ovick, to approve the budget amendment to the safety supply line in the street budget and to approve the purchase of a battery operated Hydrant Buddy from Minnesota Pipe in the amount of \$4,000.00.*

June 2017 Monthly Liquor Activity Report - Smetana provided the June 2017 monthly sales report for the Liquor Store. Smetana provided a summary of the first Sunday Liquor sales.

Community Development: Planning Case #I-17-42.0304.000 – Request by Pine Technical and Community College for a five (5) year Interim Use Permit (IUP) for continued use of a temporary modular, portable classroom and Resolution #17-26, Approval of IUP – Pine Technical & Community College Mobile Classroom - *Motion to table and take an additional 60 days by Ovick, second by Sloan. Motion carried.*

NOTE: Ken-Request for ordinance that addresses IUP that fail to be compliance with provisions. Penalty fee.

The mayor adjourned the meeting at 9:32 p.m.

Matt Van Steenwyk
City Treasurer/Assistant to the City Administrator

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