



Minutes
Regular City Council Meeting
August 2, 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, Public Works Supervisor Maury Montbriand, and Community Development Director/City Planner Andrew Mack, Assistant Fire Chief Paul Miller.

The Mayor called the meeting to order at approximately 6:30 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 request for a waste hauling license from Talon Sanitation for commercial and residential hauling, a request to add a change order request from Northdale Constriction Co. related to the 2nd St SE & the waste water treatment facility repair, and a request to hire seven (7) firefighters who have successfully completed training. *Motion by Sloan, seconded Pettie, to approve the agenda as revised. Motion carried.*

Consent Agenda – The consent items include the approval of bills for July 2017, the acceptance of the Pine County Fines Report for June 2017, the approval of the July 5, 2017 and July 27, 2017 Regular Meeting Minutes, and the approval of a temporary On-sale Liquor License for Pine County Ag Society on September 23, 2017. *Scholin made a motion, seconded by Ovick, to approve the consent items. The motion carried unanimously.*

Open Forum – No public comment was made or offered.

Appeal to the Order to Vacate City Property PID #42-0213-000 and PID# 42-0214-000 Chaleen Park by Wilson and Schuler - Cammilleri provided a summation of the order to vacate and the stated private property located on City property. Wilson and Schuler made an appeal on the vacate order related to private property located on the City's Property. Schuler provided history related to the parcel in question (government lot 5) and the neighboring property owners previous use. Wilson provided an overview of the impact of rain on the property in question. He provided data on the property's tendency to flood.

Council made note of a state law that restricts boat docks on property that they (the owner of the dock) do not own. Staff is seeking determination by the Minnesota Department of Natural Resources with regard to what the definition of "own" is related to this discussion and a determination if a lease agreement would meet that "own" designation. Staff will relay findings and notify all parties prior to discussion at a later Council meeting. No action was taken on this item.

Sheriff's Report – Deputy LaRue provided a Sheriff's report. Larue noted that the call count of 500 total and 187 for fire & medical ranging from theft to vandalism. Cammilleri provided a summary of recent vandalism and theft from City property. Discussion was had on the transient residents. Council requested the Sheriff's department consider an intermittent change in schedule to deter after 3:00 a.m. incidents.

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 - Mack provided a summary of the resolution and the IUP up for consideration. Mack provided a summary of the inspection status of the property. Joe Mulford (Campus President) provided comment on the request and the intent for future development of the campus and intent to remove the temporary structures. Discussion was had on the history of the IUP for the classroom building as well as the office building. *Motion by Sloan, second by Ovick, to send request back to the Planning Commission for modification to the application, as agreed to by the applicant, to seek a conditional use permit for both the office and temporary classroom. Motion carried.*

Banner Project – Mack provided an update on the Pine City Banner project and the efforts to seek grant funding from various entities.

July 2017 Monthly Liquor Activity Report – Cammilleri provided the July 2017 monthly sales report for the Liquor Store.

Water Safety Instructor (WSI) hire – Cammilleri requested approval for the hire of an additional Water Safety Instructor. *Motion to approve the hire of an additional Water Safety Instructor by Ovick, second by Pettie. Motion carried.*

Second reading of amended Ordinance #17-13, Minnesota Energy Resources Natural Gas Franchise Agreement: *Motion by Scholin, second by Ovick, to wave the second read and approve Ordinance 17-13 Minnesota Energy Resources Natural Gas Franchise agreement. On a rollcall vote, the motion passed 5-0, with Scholin, Sloan, Ovick, Pettie, and Pederson voting in favor and none against.*

Talon Sanitation - Quent Patzoldt- Cammilleri provided an overview of the waste hauling ordinance within the city and license request status made by Talon Sanitation LLC. *Scholin made a motion, seconded by Pederson, to approve the license for commercial and residential waste hauling to Talon Sanitation with hours commensurate with Waste Management agreement. The motion carried unanimously.*

Chip sealing plans for 2017 – Montbriand provided an overview of the chip sealing plans for 2017 and the quotes submitted. Staff recommends going with the lower priced Pearson Bros. Inc. and to add an additional up-to \$10,000 for culvert rise repairs to be completed by Premiere. *Pederson made a motion, seconded by Ovick, to approve the low bid to Pearson Bros. Inc. (\$39,077.10), and approval of up-to \$10,000 for Premiere to repair culvert lifting damage, and a direction to staff to increase the street overlay budget by \$23,718 to reflect the state funds received through the small cities governmental aid grant which was not included during the original budget cycle. The motion carried unanimously.*

Service Contract for Building Inspection Services with the City of Sandstone – Cammilleri provided an overview of the service contract and the proposed rate changes. *Motion to approve the Service Contract for Building Inspection Services with the City of Sandstone by Scholin, second by Ovick. Motion carried.*

Discussion and Consideration of Website vendors – Discussion was had on the proposals and the websites viewed created by both vendors. *Motion by Pederson, seconded by Scholin, to proceed with seeking website redesign services through GovOffice under a three year agreement. Motion carried.*

Change order for Northdale Construction at 2nd Street SE and wastewater treatment plant repairs to allow extension to substantial completion of September 1st, and final completion of September 22nd- *Motion to approve an extension*

City of Pine City

315 Main Street South, Suite 100, Pine City, Minnesota 55063-1619 Phone: 320.629.2575 Fax: 320.629.6081

E-mail: admin01@pinecitygov.com Web site: pinecity.govoffice.com

Pine City is an equal opportunity employer

of the completion dates to Northdale Construction at 2nd Street SW and wastewater treatment plan repairs by Sloan, second by Pettie. Motion carried.

Fire Department Hires - Miller provided an overview of the proposed candidates up for hire and the status of the recruitment process. Motion by Pederson, seconded by Scholin, to approve the hire of seven (7) new fire fighters pending the successful completion of criminal background checks and physical ability testing and subsequent review and approval by the Fire Chief and City Administrator. Motion carried.

2017 Quarter 1 Financial report – Van Steenwyk & Cammilleri presented the Quarter 1 financial report.

City Council budget work sessions - Discussion at the second Council meeting on August 31st and on September 7th at 1pm, September 18th at 8:30am, September 21st 8:00am.

Long Range Management Plan & Workshop on the City's Capital Improvement Plan for City Utilities and Cemetery – Discussion tabled by Pederson.

Closed Session: Motion by Scholin, seconded by Pettie, to enter closed session at 9:01 pm pursuant to Minn Stat. 13D.05 Subd. 3. to evaluate the performance of the City Administrator's annual review. All approved, motion carried.

Motion to end closed session by Ovick, seconded by Pettie, at approximately 9:44pm. Motion carried.

Motion to reconvene into open session by Ovick, seconded by Pederson, at approximately 9:45 pm. Motion Carried.

Motion made by Pederson, seconded by Sloan, to offer a pay increase to \$80,000 (increase of \$5,000) a year to Administrator Cammilleri retroactively applied back to July 1, 2017. All approved, motion carried.

Pettie made a motioned to adjourn the meeting, seconded by Sloan, at approximately 10:00 pm. Motion unanimously approved.

Matt Van Steenwyk
City Treasurer/Assistant to the City Administrator

City of Pine City

315 Main Street South, Suite 100, Pine City, Minnesota 55063-1619 Phone: 320.629.2575 Fax: 320.629.6081

E-mail: admin01@pinecitygov.com Web site: pinecity.govoffice.com

Pine City is an equal opportunity employer