



**Minutes**  
**Regular City Council Meeting**  
**September 6, 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, and Public Works Supervisor Maury Montbriand.

The Mayor called the meeting to order at approximately 6:32 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 closed session to discuss the purchase of BNSF property located adjacent to Chaleen Park. *Motion by Ovick, seconded by Sloan, to approve the agenda as revised. Motion carried.*

**Consent Agenda** – The consent items include the approval the August 2, 2017 Regular Council Meeting Minutes and the August 17, 2017 Special Meeting Minutes, the bills for August 2017, the acceptance of the Pine County Fines Report for July 2017, the approval of a temporary On-sale Liquor License for Pine Center for the Arts on October 13, 2017 and November 10, 2017, and the approval of an application for exempt permit to conduct a raffle by the Pine County Thunderin' Toms at the Village Bar and Grill on December 2, 2017. Discussion was had on the Fire Department candy/flier handouts at the parade and a Liquor Store advertising purchase. *Ovick made a motion, seconded by Pettie, to approve the consent items. The motion carried unanimously.*

**Open Forum** –

Paschal Christenson – 485 9<sup>th</sup> Ave NW – Voiced concerns about development issues related to Wimmer and Rydberg's Development – Beaver Pond Development and concerns with finalization of utility and infrastructure / final punch list. A discussion was had on the current status of the development and needed work to be completed and the history of the development. Recommendation from Council to convene a Special Council Meeting with all interested parties (property owners, current developer, past developers, SEH, Unity Bank, and the Public Works) to discuss next steps. Meeting date scheduled for September 19<sup>th</sup> at 8:00 am.

**Sheriff's Report** – A representative from the Sheriff's Office was not in attendance to present the report.

**Discussion and Consideration of Request for Interim Use Permit for Pine City Youth Soccer** – A discussion was had on the zoning issues currently occurring on that industrial park property and its use for youth soccer. Council noted concerns with continued use of the property outside of its intended industrial use. *Direction from Council to contact the*

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**City of Pine City**

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*Pine City Youth Soccer to determine if another location is possible. A motion was made to table the discussion and add it to the 9/20 agenda for the Public Works and Parks and Rec. meeting.*

**Public Works: Approve purchase of Vector Truck** – Montbriand provided a summary of the issues with the current vector truck and maintenance issues. He relayed his recommendation to purchase the vector truck from MacQueen Equipment. *Motion by Sloan, seconded by Ovick, to proceed with proceeding with the inspection and payment of first payment (\$38,837.50), upon positive inspection of the vector truck from the low quote vendor, MacQueen Equipment, for the total amount of \$155,350.00. Motion carried.*

**August 2017 Monthly sales report** - Smetana presented the August 2017 Sales report.

**Presentation of remodeling expenses** – Smetana presented the final cost summary for the 2017 Liquor store remodel - \$102,128.26. No action was taken on this item.

**Liquor Store Staffing recommendation** - Smetana presented a summary of her request to extend retention of 4 seasonal staff within the established 67/100 day thresholds and calendar year end. *Council indicated support.*

**Summary of 2017 Swimming Lessons** – *Smetana provided a summary of the 2017 swimming lesson season. No action was taken on this item.*

**Committee to present Recreational Trail Project on the South end of Cross lake** – Cammilleri provided an overview of the requested recommendation. *Motion by Sloan, seconded by Ovick, to direct staff to commence working with the County on this project, not to exceed \$20,000, subject to a final partnership agreement noting concerns about safety with regard to crash frequency at the corner and the safety concerns with crossing CR8. The motion carried.*

**Discussion and Consideration to allow Wilson and Schuler to have a lease agreement located at PID #42-0213-000 and PID# 42-0214-000 without exclusive rights to the property** – Cammilleri provided a summary of the current lease considerations and the DNR example provided and staff's recommendations.

Wilson noted shoreline access in St. Louis County via a lease program – Provided a request for reconsideration of lease agreement.

Schuler – provided comments requesting continued use of the property as in the past.

A discussion was had regarding the land, its current use, and its intended future uses.

Council requested to look into potentially granting an easement to the river from the adjoining property. Staff will need to check with the DNR.

Gary Lindstrom (non-resident) - Made a statement that public property is public land. He voiced his non-support of a lease.

Laura Weiss – Suggested that the City was involved in a concept called Agenda 21. She did not elaborate what this was.

Motion made to table by Ovick. Cammilleri made note that it was acceptable to keep property on the City's lot though the end of season.

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**Addendum to Fire Department SOG's** – Miller relayed the requested addendum to the PCFD SOG's to allow a 15 minute response time from the previous 10 minutes. A discussion was had on the request. *Motion by Ovick, seconded by Scholin, to approve the addendum to the Fire Department SOG's as presented. The motion carried.*

Council made recognition of Rick Stolp and his retirement – Miller will write a letter on behalf of the City.

**Approval of Resolution #17-31, Approval of Fiscal Agent – Hinckley/Pine City Flames** - *Motion by Scholin, seconded by Ovick, to approve Pine City acting as the fiscal agent for the Hinckley/Pine City Flames. On a rollcall vote, the motion to approve Resolution 17-31 passed 5-0, with Scholin, Sloan, Ovick, Pettie, and Pederson voting in favor and none against.*

**Approval of Govoffice Service and License Agreement** – *Motion by Sloan, seconded by Scholin, to approve the Govoffice Service and License agreement for the Pine City website redesign. The motion carried.*

**Approval of change order #2 for Northdale Construction at 2nd Street SE to add the infiltration basin and swale to the contract documents** - Greg from SEH provided an overview of the change order. *Motion by Scholin, seconded by Pettie, to approve changer order #2 to Northdale Construction to add the infiltration basin and swale to the 2<sup>nd</sup> Street SE contract documents. The motion carried.*

**Northdale Construction third pay request for 2<sup>nd</sup> Street project in the amount of \$106,523.85** – Greg from SEH provided an overview of the pay request. *Motion by Ovick, seconded by Sloan, to approve the third pay request for the 2<sup>nd</sup> Street project in the amount of \$106,523.85. The motion carried.*

**Northdale Construction first pay request for Waste Water Pond Repair in the amount of \$51,830.56** - Greg from SEH provided an overview of the pay request. *Motion by Pettie, seconded by Ovick, to approve the first pay request for the Waste Water Pond Repair project in the amount of \$51,830.56. The motion carried.*

**Approval of the revised Community Development Director position description and approval to commence with the recruitment of that position** - Council and staff discussed the changes with recommendation to move the minimum three years .... To desired qualification. *Motion by Scholin, seconded by Pederson, to approve the revised Community Development Director position description, with a noted change moving the 3 years of municipal zoning administration and economic development experience from Minimum Qualifications to Desired Qualifications and approval to commence with the recruitment of the position for a range of \$59,400 - \$63,000. The motion carried.*

**Capital Budget Workshop Water/Sewer** – Pederson made a motion to table to Monday September 11<sup>th</sup>.

**Closed Session:** *Motion by Sloan, seconded by Scholin, to enter closed session at 8:59 pm pursuant to Minn Stat. 13D.05 Subd. 3. to discuss the purchase of BNSF property. All approved, motion carried.*

*Motion to end closed session by Sloan, seconded by Ovick, at approximately 9:08pm. Motion carried.*

**BNSF Land Purchase** - Motion by Sloan, seconded by Pederson, to grant staff permission to pursue the purchase of the BNSF land PID# 427016000. Motion carried.

Request from Council to seek grant opportunities when possible prior to making capital purchases.

The mayor adjourned the meeting at 9:17 p.m.

Matt Van Steenwyk  
City Treasurer/Assistant to the City Administrator

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