



## **Special City Council Meeting Minutes**

September 26, 2022 Meeting

City Council Chambers | 315 Main Street South

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

Councilor Pettie was absent.

**STAFF IN ATTENDANCE** – City Administrator Scott Hildebrand, Deputy Clerk Billi Larson, Fire Chief Tom Miller, Community Development Director Mike Gainor, Finance Manager Becky Gestson

**CALL TO ORDER** – Mayor Carl Pederson called the meeting to order at 5:30pm.

**CONSIDERATION AND APPROVAL OF AGENDA** – *Councilor Ovick made a motion to approve the agenda. Councilor Sloan seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, and Sloan voting aye. None opposed.*

**PUBLIC FORUM** - *There was no requests from the public to be heard.*

### **PUBLIC HEARING / PRESENTATIONS**

- a. Proclamation - Pine City Fall Homecoming
- b. Proclamation - Citizen of the Year - Mark Kislenger

### **CONSENT ITEMS** -

- a. Approval of Regular Council Meeting Minutes - September 7, 2022 and Special Council Meeting Minutes - September 16, 2022
- b. Approval of Check Detail Register
- c. Acknowledgement of American Legion 2023 Funding Request
- d. Approval of Primo Tacos MFU Permit Application

### **OLD BUSINESS** -

- a. Discussion and Possible Action regarding fire contracts.
  - i. Henriette
  - ii. Mission Creek

- iii. Munch
- iv. Pokegama
- v. Rock Creek
- vi. Royalton

*There was discussion regarding Chengwatana Township and Pine City Township and the status of their signed contracts. City Administrator Hildebrand agreed to confirm the status of both and distribute those contracts to Council members the next day.*

- b. Discussion regarding IT issues - *There was additional discussion regarding the ongoing IT issues that have been occurring. City Hall, PCFD, Public Works, and Voyageur Bottle Shop have all experienced frequent periods of time where they were not operational due to internet outages and equipment failures. It was requested that Kevin Medeiros from ParSecurity attend and give an update at the October 5, 2022 meeting.*

#### **NEW BUSINESS -**

- a. Discussion of 2023 Preliminary Budget
- b. Expenditures by Department

*Mayor Pederson indicated that he wanted to leave the HRA levy where it is currently and has requested that the HRA attend a Council Meeting to highlight objectives and what is currently in action. Council discussed and approved the maximum calculation for tax levy. 2023 valuation x percentage for both HRA and EDA. EDA 0.01813 x \$49,984. HRA 0.0185 x \$51,004. Councilor Sloan discussed moving money from the Robinson Park line item to the City Hall Building Project or using ARPA funds. Councilor Ovick made a motion to approve the preliminary budget. Mayor Pederson seconded. The motion carried with Mayor Pederson and Councilors Palmer, Ovick, and Sloan voting aye. Councilor Pettie was not present to vote.*

#### **PLANNING/COMMUNITY DEVELOPMENT/ENGINEERING -**

- a. None

*At the request of Mayor Pederson, Greg Anderson from SEH was asked to give a brief update to Council regarding the upcoming events including water shutoffs around the 8th and Golf Street Project.*

#### **FINANCE REPORTS -**

- a. YTD Revenue / Expense
- b. Expenditures by Department

As Staff continues to get comfortable with the new accounting software and generating reports, Councilor Sloan and Mayor Pederson indicated that they would like Staff to see if BS&A is capable of producing pie charts and bar graphs to show salary information.

#### **MAYOR'S REPORT - None**

#### **COUNCIL CONCERNS - None**

**ADJOURN-** Councilor Ovick made a motion to adjourn. Councilor Sloan seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, and Sloan voting aye. Councilor Pettie was not present to vote. Meeting adjourned at 6:39pm.

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Carl Pederson, Mayor

Scott Hildebrand, City Administrator

Minutes taken by Deputy Clerk Billi Larson

Next regular Council meeting is September 26, 2022