



City Council Meeting Minutes
September 7, 2022 Regular Meeting
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

CALL TO ORDER – Mayor Carl Pederson called the meeting to order at 6:31pm.

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

PUBLIC FORUM – *There was no present for the public forum.*

PUBLIC HEARINGS/PRESENTATIONS/CORRESPONDENCE –

- a. Grayson Kennedy - St. Paul, MN addressed the Council regarding concerns at Hilltop Cottages.

SHERIFF'S UPDATE - There was no representative from the Sheriff's office present to provide an update.

CONSENT ITEMS - The following consent items were submitted:

- a. Approval of Minutes August 18, 2022
- b. Approval of YTD Expenditures by Department
- c. Approval of Payroll Check Register

- d. Acceptance of 2023 Funding Request Sleep in Heavenly Peace.
- e. Acceptance of 2023 Funding Request Pine City Area Chamber of Commerce - Freedom Fest.
- f. Acceptance of 2023 Funding Request Pine City Area Chamber of Commerce - Pine County Parade.
- g. Acceptance of 2023 Funding Request Pine EMS.
- h. Approval of Immaculate Conception Gambling Permit Application
- i. Approval of Mama's Taco Truck Mobile Food Unit Application.

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

UNFINISHED BUSINESS - There was no unfinished business discussed at this meeting.

NEW BUSINESS –

- a. Discussion and Possible Action regarding Fire Contracts. *Councilor Ovick made a motion to direct Staff to give a 60 day written notice to townships otherwise service will terminate on 12/31/2022. Mayor Pederson Seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Sloan, Pettie voting aye. None opposed.*
- b. Discussion and Possible Action regarding Ladder Truck #11. *Mayor Pederson made a motion to proceed with inspection. Councilor Ovick seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Sloan and Pettie voting aye. None opposed.*
- c. Discussion and Possible Action regarding DNR Grant for Skid Tank Replacement. *Councilor Ovick made a motion to approve the application for the grant. Councilor Sloan seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Sloan and Pettie voting aye. None opposed.*
- d. Discussion and Possible Action regarding Parks and Public Buildings position. *Mayor Pederson made a motion to approve the job description and the posting of the position.*
- e. Discussion and Possible Action regarding banner and sign proposal. *This item was moved from discussion.*
- f. Discussion and Possible Action regarding Human Resources and Payroll Software. *Mayor Pederson made a motion to approve moving away from KPay and towards BSA software. Councilor Sloan seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Sloan and Pettie voting aye. None opposed.*

PLANNING/COMMUNITY DEVELOPMENT/ENGINEERING BUSINESS

- a. Approval of AFP#1 for 2022 Mill and Overlay Project. *Councilor Palmer made a motion to approve AFP#1. Mayor Pederson seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Sloan, and Pettie voting aye. None opposed.*
- b. Discussion and Possible Action regarding Fire Code concerns. *This item will be reviewed and discussed at a later date.*

- c. Approval of Resolution 20220907-27 Rezoning PID 420089003 from A-O to TI-2. *Councilor Ovick made a motion to approve Resolution. Councilor Sloan seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Sloan and Pettie voting aye. None opposed.*
- d. Approval of Resolution 20220907-25 Approval of Conditional Use Permit for PID 420089003. *Councilor Palmer requested that language be changed to “install and maintain” and include hours of operation. Councilor Sloan requested that machines with excessive noise be limited to weekdays from 8:00am-5:00pm. Mayor Pederson made a motion to approve the Resolution. Councilor Sloan seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Sloan and Pettie voting aye. None opposed.*
- e. Approval of Resolution 20220907-26 Approval of Conditional Use Permit for 305 3rd Ave SE. *A request was made to add posted parking. Councilor Sloan made a motion to approve the new language. Mayor Pederson seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Sloan and Pettie voting aye. None opposed.*

BUDGET DISCUSSION

- a. 2023 Budget Letter
- b. 2023 Budget Draft
- c. CIP Review and Discussion

DEPARTMENT REPORTS

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

CLOSED SESSION

- a. Discussion regarding union negotiations with Minnesota Teamsters Local 320 and AFSCME pursuant to Minn Stat. 13D.03
- b. Non-union employee performance discussion for non-union employee, City Administrator **Scott Hildebrand**, pursuant to Minn Stat. 13D.05 Subd3.a.

Closed session was entered at 9:43pm with a motion to close from Councilor Sloan. Councilor Palmer seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Sloan and Pettie voting aye. None opposed. No action was taken during the closed session of this meeting.

ADJOURN- Councilor Ovick made a motion to adjourn. Councilor Palmer seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Sloan and Pettie voting aye. None opposed. Meeting adjourned at 10:30pm.

Minutes taken by Deputy Clerk Billi Larson
Next Special Council meeting is September 16, 2022