

# MINUTES

## Regular City Council Meeting - 1st Wednesday Meeting



10:00 AM - Thursday, April 20, 2023

City Hall Council Chambers

The City of Pine City Council met in Regular City Council Meeting - 1st Wednesday on Thursday, April 20, 2023 at 10:00 AM in the City Hall Council Chambers.

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**2. ROLL CALL**

**3. CONSIDERATION AND APPROVAL OF AGENDA**

**3.1.**

**1.**

Moved by Councilor Steve Ovick, seconded by Councilor Gina Pettie, Motion to approve the agenda with the addition of Old Business 7.4 Mill and Overlay Discussion Carried by the following votes:

Ayes: Mayor Carl Pederson, Councilor David Hill, Councilor Gina Pettie, Councilor Kyle Palmer, and Councilor Steve Ovick

**4. PUBLIC FORUM**

This is an opportunity for citizens to present items to the Council that are not on the agenda. Each presentation is limited to three (3) minutes and a maximum of fifteen minutes is set aside. If your item needs follow-up from the City, Staff will arrange for that.

**4.1. TERRY NEITZEL - 720 2ND AVE SW - 710 2ND AVE NEIGHBOR- DISPUTE WITH CANCELLING THE GARBAGE SERVICE**

Mr. Neitzel brought a concern to the Council regarding a neighbor that has cancelled garbage service and that they are burning garbage.

**4.2. JIM FRANZ - 1ST ST NE - QUESTIONS REGARDING THE NEXT PW COMMITTEE MEETING.**

Mr. Franz addressed the Council with questions regarding what amount of money can the Council spend/authorize before it needs to be brought to the citizens.

**5. CONSENT ITEMS**

- 5.1. APPROVAL OF MINUTES FROM APRIL 05, 2023 REGULAR COUNCIL MEETING
- 5.2. APPROVAL OF CHECK DETAIL REPORT
- 5.3. APPROVAL OF RETIREMENTS FROM THE PINE CITY FIRE DEPARTMENT
- 5.4. APPROVAL OF RESIGNATIONS FROM THE PINE CITY FIRE DEPARTMENT
- 5.5. APPROVAL OF TEMPORARY LIQUOR APPLICATION - PINE CITY CHAMBER OF COMMERCE
- 5.6. APPROVAL OF AL FRESCO APPLICATION - 320 BREWING
- 5.7. APPROVAL OF AL FRESCO APPLICATION - PIZZA PUB
- 5.8. APPROVAL OF SPECIAL EVENT APPLICATION - FREEDOM FEST
- 5.9. APPROVAL OF SPECIAL EVENT APPLICATION - PINE COUNTY FAIR PARADE
- 5.10. APPROVAL OF APPLICATION AND PERMIT FOR KEEPING CHICKENS
- 5.11. APPROVAL OF WISCONSIN MOU FOR WILDLAND AND STRUCTURAL SUPPORT
- 5.12. APPROVAL OF FILLING PARKS AND PUBLIC BUILDINGS MANAGER POSITION

5.13.

2.

Moved by Councilor Steve Ovick, seconded by Councilor Gina Pettie, Motion to approve the Consent Items as presented with the correction to the April 5, 2023 Minutes.

Carried by the following votes:

Ayes: Mayor Carl Pederson, Councilor David Hill, Councilor Gina Pettie, Councilor Kyle Palmer, and Councilor Steve Ovick

**6. OLD BUSINESS**

6.1. STATUS UPDATE AND DISCUSSION REGARDING IT PROJECT.

6.2. DISCUSSION AND POSSIBLE ACTION REGARDING FLOWER BASKETS IN DOWNTOWN.

3.

Moved by Councilor Kyle Palmer, seconded by Councilor Gina Pettie, Motion to approve the purchase of the flower baskets not to exceed \$1500.00.

Carried by the following votes:

Ayes: Mayor Carl Pederson, Councilor David Hill, Councilor Gina Pettie, Councilor Kyle Palmer, and Councilor Steve Ovick

**6.3. DISCUSSION REGARDING APRIL 19TH FIRE DISTRICT MEETING.**

Chief Miller is looking to seek out a grant with a local match of 5% (divided amongst all parties) to fund a survey. Resolution needed to support applying for grant, in future. Intent for survey/third party to evaluate the services not the intent to start a fire district.

**6.4. MILL AND OVERLAY DISCUSSION**

Discussion was held regarding the Mill and Overlay projects. Both Maury Montbriand and Greg Anderson, SEH updated Council.

**7. NEW BUSINESS**

**7.1. DISCUSSION AND POSSIBLE APPROVAL OF FEE SCHEDULE ORDINANCE 20230420-01 (EXCLUDING RENTAL PROPERTY)**

**4.**

Moved by Councilor Steve Ovick, seconded by Councilor Kyle Palmer, Motion to adopt Fee Schedule Ordinance 20230420-01 with the correction to the Table of Contents. Carried by the following votes:

Ayes: Mayor Carl Pederson, Councilor David Hill, Councilor Gina Pettie, Councilor Kyle Palmer, and Councilor Steve Ovick

**7.2. DISCUSSION AND POSSIBLE APPROVAL OF ORDINANCE 20230420-02 RENTAL PROPERTY FEES**

**5.**

Moved by Councilor Gina Pettie, seconded by Mayor Carl Pederson, Motion to adopt Ordinance 20230420-02. Carried by the following votes:

Ayes: Mayor Carl Pederson, Councilor Gina Pettie, Councilor Kyle Palmer, and Councilor Steve Ovick

**7.3. DISCUSSION AND POSSIBLE ACTION REGARDING CONTINUATION OF SOFTBALL FIELD PROJECT**

**6.**

Moved by Mayor Carl Pederson, seconded by Councilor Steve Ovick, Motion to move forward with the project with direction to staff to seek out local bids for future projects. Carried by the following votes:

Ayes: Mayor Carl Pederson, Councilor David Hill, Councilor Gina Pettie, Councilor Kyle Palmer, and Councilor Steve Ovick

**7.4. DISCUSSION AND POSSIBLE ACTION REGARDING GRADUATION BANNERS**

**7.**

Moved by Mayor Carl Pederson, seconded by Councilor Steve Ovick, Motion to approve banners and cover cost with the request to meet earlier next year to discuss cost sharing.

Carried by the following votes:

Ayes: Mayor Carl Pederson, Councilor Gina Pettie, and Councilor Steve Ovick

Nays: Councilor David Hill and Councilor Kyle Palmer

**7.5. DISCUSSION AND POSSIBLE ACTION REGARDING CIVIC CENTER REQUEST TO SHARE SNOW PLOWING EXPENSE**

Discussion was held regarding the first time received invoice from the Civic Center. Councilor Hill updated Council that he sits on that Board and encouraged the Civic Center Board to send the invoice to the City. Council directed City Administrator Hildebrand to draft a response regarding a joint meeting.

**7.6. DISCUSSION AND POSSIBLE ACTION REGARDING A CODE OF CONDUCT FOR THE CITY COUNCIL, COMMITTEES AND COMMISSIONS**

City Attorney, Alissa Harrington, presented to the Council regarding Code of Conduct. It was further discussed that any item wished to be placed on the upcoming agendas be to City Administrator Hildebrand at 12:00pm on the Thursday prior to the meeting.

**7.7. DISCUSSION AND POSSIBLE ACTION REGARDING THE PINE CITY COUNCIL BYLAWS AND STANDARD OPERATING PROCEDURES**

**7.8. DISCUSSION AND POSSIBLE ACTION REGARDING LETTER OF INTENT FOR EVERGREEN SQUARE SHOPPING CENTER**

Tabled.

**8. PLANNING / COMMUNITY DEVELOPMENT / ENGINEERING BUSINESS**

**8.1. DISCUSSION AND POSSIBLE ACTION REGARDING RFP FOR HVAC / SPRINKLER SYSTEM DESIGN AT 315 MAIN STREET.**

Tabled.

**9. FINANCE REPORT**

**9.1. PRESENTATION AND DISCUSSION REGARDING CAPITAL PROJECTS AND CITY'S DEBT LIMIT.**

It was requested that this item be tabled for a possible Special Meeting.

**9.2. YTD - REVENUE - EXPENSE REPORT**

**9.3. YTD - EXPENDITURES BY DEPARTMENT**

**10. CLOSED SESSION**

**10.1. PRELIMINARY CONSIDERATION OF AN ALLEGATION AGAINST A PERSON SUBJECT TO CITY COUNCIL AUTHORITY UNDER MINN. STAT. SEC. 13D.05, SUBD. 2(B) (CLOSED)**

No public action was taken.

**11. MAYOR'S REPORT**

**12. COUNCIL CONCERNS**