



MINUTES

Regular Morning Meeting

10:00 AM - Thursday, August 22, 2024
City Hall Council Chambers

The City of Pine City Council met in Regular Morning Meeting on Thursday, August 22, 2024 at 10:00 AM in the City Hall Council Chambers.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Kent Bombard, Councilors Hill, Sloan and Pettie all present. Councilor Palmer was not present, as he had notified council previously that he would not be in town. Staff: Marcy Peterson, Melanie Bloomquist, Nicole Tricker, Tom Miller, Lara Smetana, Sam Johnson and Adam Zemek all present

CONSIDERATION AND APPROVAL OF AGENDA

City Administrator Peterson requested two changes to the agenda.

- **Approval to Post Open HRA Committee Positions** was added to the consent agenda as item 6.3.
- **EDA Bylaws (8.3)** were removed from the agenda until they can be reviewed by the auditing firm.

Councilor Hill made a motion to approve the agenda with these changes, which was seconded by Councilor Sloan. The motion passed unanimously.

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.

a) **TERRY NEITZEL - 720 2ND AVE SW**

Terry has lodged a complaint that his Candidacy Affidavit was not examined before his departure from City Hall. City Administrator Peterson informed the Council that Terry filed for candidacy on August 13th, coinciding with the primary election day, and the staff responsible for review were occupied with election duties. She added that Terry exhibited vulgar and rude behavior when the staff tried to reach out to him. Terry then notified that he intends to file a formal complaint against Councilor Hill, accusing him of failing to condemn a property lacking heating, where Terry resided while Hill served as the City's Fire Marshal. Owing to this grievance, Terry is seeking assistance from the City to secure new rental accommodation. Additionally, Terry has called for the resignation of Councilors Hill and Pettie.

b) JUDY SCHOLIN - 720 5TH AVE SW

The History Association is engaged in the 'History in the Spot' project. They presented the Council with a plaque created for 315 Main Street.

PUBLIC HEARINGS / PRESENTATIONS / CORRESPONDENCE

a) CHIEF DEPUTY GRICE (PINE COUNTY SHERIFF'S OFFICE) - LICENSE PLATE READERS

The Council was presented with the proposal of automatic license plate readers. The Sheriff's Department is proposing the installation of cameras at the town's entry and exit points. These cameras would enable the department to search for vehicles using specific markers. The system scans vehicles against a hot list and alerts the nearest department when a vehicle of interest is detected. The discussion for inclusion in the Sheriff's Department's 2025 budget is underway. The proposal requests the City to fund five cameras located at Hillside Avenue, County Road 11, North & South County Road 61, and Cross Lake Road, with an annual cost of \$3,000 per camera, totaling \$15,000 per year or \$1,250 per month. The City will also have the option to install additional cameras later if needed. A decision will be required for budget considerations.

CONSENT ITEMS

Councilor Pettie made a motion to approve the Consent agenda, Councilor Hill seconded the motion, motion was carried unanimously.

a) AUGUST 7, 2024 MEETING MINUTES

b) CHECK DETAIL REPORT

c) APPROVAL TO POST OPEN HRA COMMITTEE POSITIONS

OLD BUSINESS

a) INTERNATIONAL PROPERTY MANAGEMENT CODE (IMPC)

City Administrator Peterson submitted a memo to the Council indicating that the Ordinance Review Committee advises against proceeding with the IMPC. Adam Zemek informed the Council that the IMPC would greatly streamline the process of enforcing codes and ordinances. City Administrator Peterson expressed concerns that adopting this code would necessitate extensive redactions and without these redactions it could lead to overreach by City staff. Councilor Sloan concurred, feeling the City is not prepared for this code.

Councilor Hill remarked that rejecting the IMPC would complicate Adam's work. City Administrator Peterson suggested that City Staff should continue refining the code, perhaps incorporating elements of the IMPC selectively. Councilor Pettie urged consideration of codes from other cities and their implementation methods.

Councilor Sloan proposed a motion to accept the Ordinance Committee's recommendation, Councilor Hill seconded the motion, motion carried unanimously.

NEW BUSINESS

a) PINE CITY FIRE DEPARTMENT - ISO RATING

Chief Miller presented a memo to the Council regarding the fire department's ISO rating. Next year, Chief Miller intends to conduct flow testing on the city hydrants. Councilor Pettie inquired about the flow testing process, which Chief Miller explained. Currently, the city has two hydrants that are out of service.

b) PINE CITY FIRE DEPARTMENT - REQUEST FOR DONATION APPROVAL

Chief Miller was awarded two new portable radios from a contest, which are of a different brand than the existing PCFD radios and are more cost-effective. Presently, the Fire Department possesses approximately 56 radios, with each unit priced at around \$3,250.

Councilor Sloan made a motion to accept the donation, Councilor Pettie seconded the motion, motion carried unanimously.

c) EDA BYLAWS

The item has been removed from the agenda and will be discussed at a meeting in September.

d) MEMORANDUM OF UNDERSTANDING - PINE CITY PARENTS FOR GRADS & SUPPORTING OUR STUDENTS

City Administrator Peterson introduced the Memorandum of Understanding (MOU). Councilor Sloan believes it is an excellent way to honor the community's seniors and supports its passage. Conversely, Councilor Hill is of the opinion that it does not benefit the entire community.

Councilor Hill proposed a motion to defer the decision until the full council is present; however, the motion did not receive a second and consequently failed. Councilor Sloan then made a motion to approve the MOU, Councilor Pettie seconded the motion, the motion carried with Mayor Bombard voting yes and Councilor Hill voting no.

BUDGET DISCUSSION

a) 2025 NON-PROFIT FUNDING REQUEST'S

City Administrator Peterson inquired whether the Council would be open to meeting with each organization that submitted a funding request. In light of the need to reduce expenses due to past overspending, she suggested that negotiating lower requested amounts could benefit the city. She also mentioned the possibility of the city waiving fees for these events. Councilors Sloan, Pettie, and Hill expressed their desire to attend these discussions, together with City Administrator Peterson and Finance Director Nicole Tricker.

Councilor Hill made a motion to create work group to discuss Funding Requests, Councilor Pettie seconded the motion, motion carried unanimously.

b) 2025 CAPITAL IMPROVEMENT PLANNING

Councilor Sloan has requested that department heads review the Capital Improvement Plan to determine which items they can remove, and which are needed for their departments.

FINANCIAL REPORT

There were no concerns from the council. Councilor Pettie expressed gratitude towards Nicole for her commitment and diligent work for the City.

COUNCIL CONCERNS

a) SCHEDULE CANDIDATE CITY TOUR

Councilor Sloan suggested postponing this until the preliminary budget is established, potentially waiting until October. The City Administrator will investigate which dates are feasible.

b) SCHEDULE TOWN MEETING FOR BUSINESS REGISTRATION DISCUSSION

On September 5th at 11:30 AM, a meeting is scheduled at Pizza Pub by Adam in collaboration with the Chamber to gather community input on Business Registration.

The council raised concerns about committee support, noting that the EDA committee is not in favor of business registration. Councilor Sloan suggested a less intrusive approach that avoids registration, citing regular state and OSHA checks on businesses. Adam responded, stating that business registration is the most efficient method for property inspections and could help reduce the city's ISO rating. He emphasized that the goal is not to burden owners but to enhance safety. Councilor Pettie inquired about the extent of authority this grants, to which Adam clarified it grants none. Councilor Hill mentioned past fires at local businesses, arguing that such incidents could have been mitigated through registration and inspections. Chief Miller informed the council that the proposal is essentially a framework to support ISO standards, assuring that the city will not impose any regulations beyond what the state already enforces.

ADJOURN

Councilor Pettie made a motion to adjourn the meeting, Councilor Sloan seconded the motion, motion carried unanimously.


Meeting adjourned at 11:33 AM.

MEETING MINUTES COMPLETED BY

Melanie Bloomquist, Deputy Clerk/HR Specialist



CAO



Mayor