



Regular City Council Meeting Minutes

January 4, 2023 Meeting 6:30pm

City Council Chambers | 315 Main Street South

IN ATTENDANCE – Mayor Carl Pederson, Councilor Steve Ovick, Councilor David Hill, Councilor Kyle Palmer, Councilor Gina Pettie

STAFF IN ATTENDANCE – City Administrator Scott Hildebrand, Deputy Clerk Billi Larson, Liquor Store Manager Lara Smetana, Community Development Director Mike Gainor, Budget Analyst Nicole Tricker, Public Works Director [Maury Montbriand](#), Bottle Shop Manager Lara Smetana, Fire Chief Tom Miller, Parks and Recreation Manager Angela Cummings.

CALL TO ORDER – Mayor Carl Pederson called the meeting to order at 6:30pm.

SWEARING-IN CEREMONY FOR ELECTED OFFICIALS – Mayor Pederson and Councilors Pettie and Hill took their oath of office.

CONSIDERATION AND APPROVAL OF AGENDA – *Councilor Hill made a motion to approve the agenda with the addition of New Business items – C. Discussion of Snow Plowing. Councilor Ovick seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Pettie and Hill voting aye. None opposed.*

PUBLIC FORUM -

Sheriff Nelson spoke to Council regarding a complaint he received and agreed to pass on to Council regarding the snow removal on the bridge sidewalk by Holiday. The item was set to be discussed during the agenda item under New Business.

SHERIFF'S UPDATE – *Deputy Farrand updated council regarding the Sheriff's office calls that included extra patrols at Hilltop Cottages and weather related incidents.*

CONSENT ITEMS -

- a. Approval of Regular Council Meeting Minutes – December 19, 2022
- b. Approval of Paid Check Register
- c. Approval of Payroll Check Register
- d. Approval of YTD Expenses by Department

- e. Approval of YTD Rev/Exp Report
- f. Approval of Maxwell's Southern BBQ Beer/Wine License Renewal Application
- g. Approval of Don Julio's Liquor License Renewal Application
- h. Approval of Pine Center for the Arts Temporary Liquor License Application – January 6, 2023
- i. Approval of VFW Post 4258 Bingo License Application

Councilor Ovick made a motion to approve the consent items. Councilor Pettie seconded. The motion passed with Mayor Pederson and Councilors Palmer, Ovick, Hill and Pettie voting aye.

OLD BUSINESS –

- a. Discussion of Fire Contracts / Possible Special Meeting Date – *It was discussed that a special meeting may need to be called on Wednesday January 11 or Thursday January 12 to discuss the upcoming Fire Committee Meeting and following Townships Meeting. Councilors to respond to Administrator Hildebrand regarding availability.*
- b. Review of Alcohol Ordinance / Policy in Parks - [Ordinance 21-05](#); [Parks Policy](#) – *Discussion was had regarding the Ordinance. Council directed Staff to seek guidance from the City Attorney regarding liability and the need for consistency in enforcement. Sheriff Nelson provided comments regarding the enforcement of the ordinance.*
- c. Plowing Update – Discussion was held regarding complaints being received and options to mitigate ice problem at railroad crossings and around the city. Hiring a contractor was an option that was discussed.

NEW BUSINESS -

- a. Discussion and Possible Action regarding the designation of Official 2023 City Newspaper - [Rate Letter](#) - [Resolution 20230104-01](#) – *Councilor Pettie made a motion to approve Resolution 20230104-01. Councilor Ovick seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Hill and Pettie voting aye. None opposed.*
- b. Discussion and Possible Action regarding the designation of the Official 2023 City Depository and Signatories - [Resolution 20230104-02](#) - *Councilor Ovick made a motion to approve Resolution 20230104-02. Councilor Palmer seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Hill and Pettie voting aye. None opposed.*
- c. Discussion and Possible Action authorizing the City Administrator to invest idle funds and to designate the Official Depositories of City Funds and Collateral. [Resolution 20230104-03](#) - *Councilor Ovick made a motion to approve Resolution 20230104-03. Mayor Pederson seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Hill and Pettie voting aye. None opposed.*
- d. Discussion and Possible Action regarding the decision not to waive the Statutory Tort Limits. [Resolution 20230104-04](#) - *Councilor Pettie made a motion to approve Resolution 20230104-04. Mayor Pederson seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Hill and Pettie voting aye. None opposed.*
- e. Discussion and Possible Action regarding the establishment of a 2023 Polling Place and Precincts. [Resolution 20230104-05](#) – *Mayor Pederson made a motion to approve Resolution 20230104-05. Councilor Palmer seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Hill and Pettie voting aye. None opposed.*
- f. Discussion and Possible Action approving the City of Pine City as the Fiscal Agent for the Hinckley / Pine City Flames - [Resolution 20230104-06](#) - *Councilor Pettie made a motion to*

approve Resolution 20230104-06. Councilor Ovick seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Hill and Pettie voting aye. None opposed.

g. Discussion and Possible Action regarding [Resolution 20230104-07](#) Committing a portion of Capital Improvement Funds for Emergencies. – Mayor Pederson made a motion to approve Resolution 20230104-07. Councilor Pettie seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Hill and Pettie voting aye. None opposed.

h. Discussion and Possible Action regarding the Appointment of 2023 City Legal Services - Flaherty and Hood - [2023 Legal Services Rates](#) - Councilor Ovick made a motion to approve Appoint Flaherty and Hood to provide legal service to the City. Councilor Pettie seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Hill and Pettie voting aye. None opposed.

i. Discussion and Possible Action regarding 2023 Committee / Commission / Board Assignments - [Spreadsheet](#) – Council to decide and have Staff update appointment list.

j. Discussion and Possible Action regarding EDA Application - [Josh Lartch Application](#) – Mayor Pederson made a motion to appoint Josh Lartch to the EDA. Councilor Pettie seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Hill and Pettie voting aye. None opposed.

k. Discussion and Possible Action regarding the adoption of the [2023 Meeting Schedule](#) - Councilor Ovick made a motion to approve the 2023 Meeting Schedule. Mayor Pederson seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Hill and Pettie voting aye. None opposed.

l. Review and Discussion of [Proposed 2023 Fee Schedule](#) – Councilors will review the 2023 Fee Schedule and bring back for public hearing.

PLANNING/COMMUNITY DEVELOPMENT/ENGINEERING BUSINESS –

a. Discussion and Possible Action regarding [EDA RLF Fund Policy](#) - [Memorandum](#) – Mayor Pederson made a motion to adopt the EDA RLF Fund Policy. Councilor Ovick seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Hill and Pettie voting aye. None opposed.

b. Discussion and Possible Action regarding [Resolution 20230104-08 - Rezoning Former Lakeside property](#) - [Memorandum](#) - Councilor Palmer made a motion to approve Resolution 20230104-08. Councilor Ovick seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Hill and Pettie voting aye. None opposed.

DEPARTMENT/COMMITTEE REPORTS

- a. Administration
- b. Fire
- c. Liquor - [End of Report](#) - [2023 Closed Dates](#)
- d. Parks
- e. Public Works

13. Mayor's Report

14. Council Concerns - Council discussed briefly meeting notices to provide Staff with direction for improvement.

ADJOURN- Councilor Pettie made a motion to adjourn. Councilor Ovick seconded. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Pettie and Sloan voting aye. Meeting adjourned at 8:12pm.

Minutes taken by Deputy Clerk Billi Larson
Next regular Council meeting is January 19, 2023