



# MINUTES

## Regular Morning Meeting

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10:00 AM - Thursday, March 21, 2024  
City Hall Council Chambers

The City of Pine City Council met in Regular Morning Meeting on Thursday, March 21, 2024 at 10:00 AM in the City Hall Council Chambers.

### **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Acting Mayor Pettie called the meeting to order at 10:00 AM

### **ROLL CALL**

Acting Mayor Pettie and Councilors Palmer, Sloan and Hill Present

### **CONSIDERATION AND APPROVAL OF AGENDA**

Councilor Palmer requested to add Discuss Agenda Deadlines to Old Business. Motion was made by Councilor Hill to approve agenda item, Councilor Sloan seconded the motion, Motion carried 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**

Asked for clarification on newspaper article. Councilor Hill clarified his concern.

#### **b) STEVE HALLAN - COUNTY COMMISSIONER**

Would like to extend no parking rule until Memorial Day for farm traffic. Main St, 3rd St and 8th Ave, due to Bridge repairs on Cross Lake Rd. Councilor Hill would like to extend this and possibly revisit in May before expiration. Council requested for Notice to be published.

### **SHERIFF UPDATE**

#### **a) INCIDENT REPORT**

#### **b) CITIZEN CONCERN**

### **CONSENT ITEMS**

Councilor Palmer would like clarification on check detail. He would like more

information on what is purchased monthly from Amazon.

Councilor Palmer also has concerns on the 1005 Main St N, Minor Subdivision Request and why this is a consent item, Interim City Administrator Peterson informed that this has already gone through Planning and has met all requirements.

Councilor Hill made a motion to approve the consent agenda, Acting Mayor Pettie seconded the motion, motion carried unanimously.

- a) **APPROVAL OF MINUTES**
- b) **APPROVAL OF CHECK DETAIL**
- c) **APPROVAL OF 1005 MAIN STREET N, MINOR SUBDIVISION REQUEST**
- d) **APPROVAL OF SCDP SECTION 3 PLAN**
- e) **APPROVAL OF PINE CITY AREA CHAMBER OF COMMERCE SPECIAL EVENT PERMIT**

### **OLD BUSINESS**

- a) **REVIEW FLAHERTY & HOOD CONTRACT**

Interim City Administrator Peterson gave update on Contract with Flaherty and Hood. Currently we only need to provide a 30 day notice to terminate this contract. Hill would like to know if there is a way to restrict the calling of Legal as some may use this too much. Notified that we can use LMC legal also prior to calling Flaherty and Hood.

- b) **DISCUSSION AND POSSIBLE APPOINTMENT OF OFFICIAL SIGNERS ON FINANCIAL ACCOUNTS**

Councilor Palmer made a motion to add Councilor Hill to Financial Accounts, Councilor Sloan Seconded the motion. Motion carried unanimously.

- c) **REVIEW COUNCIL COMMITTEE APPOINTMENTS**

Councilor Sloan will take Ordinance Committee from Councilor Hill, and Councilor Sloan will fill vacant EDA position.

- d) **DISCUSSION AND POSSIBLE APPROVAL OF ORDINANCE REVIEW COMMITTEE MEMBER**

Acting Mayor Pettie made a motion to accept Terry Neitzel appointment on Ordinance Committee, Councilor Palmer seconded the motion, motion carried unanimously.

- e) **UPDATE ON CURRENT IT**

Interim City Administrator Peterson updated, Parsecurity has completely vacated the building.

- f) **UPDATE ON IT REQUEST FOR PROPOSAL'S**

Interim City Administrator Peterson updated, RFP closed on Friday. We received multiple RFP's and staff is currently working on getting packet together for Council. Councilor Hill would like this decision to be made at the next council meeting. Dan Swanson asked who is currently managing IT, Peterson notified that this is still Parsecurity.

**g) DISCUSSION AND POSSIBLE APPROVAL OF INTERIM POSITIONS/PAY**

Interim City Administrator Peterson updated, she has been in contact with Cheryl from AFSCME union. Union is currently working on MOU to get compensation pay for the two union employees. Interim Deputy Clerk and Interim Planning and Zoning positions tabled.

Councilor Palmer requested that a date be put on when this needs to be made permanent. Would like this revisited in 90 days. Final decision made within 180 days. Councilor Sloan made a motion to approve Interim City Administrator memo with recommendation and retro pay to 1/24/2024, Councilor Palmer seconded, motion carried unanimously.

**h) DISCUSSION AND APPROVAL OF CORRECTED RESOLUTION 20240321-18 - ACCEPTING THE RESIGNATION OF MAYOR CARL PEDERSON FROM THE CITY OF PINE CITY COUNCIL**

This is an Amended Resolution due to Resolution 20240306-13 being incorrectly worded. Palmer requested this position not be filled until elections out of respect for former Mayor Pederson.

Council discussed if this position needs to be filled, Palmer and Hill would like this seat to remain vacant. They do not want to approve this resolution without making a decision. He would like the mayor position to be voted on in the November elections. Palmer made a motion to not recognize Resolution 20240321-18

Pettie made a motion to approve Resolution 20240321-18

Decision was made to table this until April, would like to follow up with the League of Minnesota Cities.

**i) NEXUS PRESENTATION FROM MARCH 5TH, 2024**

Interim City Administrator Peterson updated.

**j) DISCUSS AGENDA DEADLINES**

Councilor Palmer would like a strict deadline for Council Meeting Agendas, Decision was made that items need to be given to staff by the Wednesday prior to the meeting with Agendas out the Friday prior to the meeting.

**NEW BUSINESS**

**a) EHLERS - PRE-SALE REPORT FOR 2024A GENERAL OBLIGATION IMPROVEMENT BOND**

Jason presented bond pre-sale report for 10th St SW.

**b) APPROVAL OF RESOLUTION 20240321-17 - RESOLUTION PROVIDING FOR THE SALE OF \$3,260,000 GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2024A**

Councilor Sloan made a motion to approve Resolution 20240321-17, Councilor Hill seconded the motion, motion carried unanimously.

**c) GREG ANDERSON - 10TH STREET SW PROJECT UPDATE**

Greg updated Council on project and upcoming dates.

**d) APPROVAL OF COUNTY PROJECT NO. SAP 058-655-008**

Greg and Mark Lebrun updated Council on upcoming County Road projects. Council would like staff to update citizens on website and social media that the County is doing a project.

Councilor Palmer made a motion to approve County Project No. 058-655-008, Acting Mayor Pettie seconded the motion, motion carried unanimously.

**e) APPROVAL OF COUNTY PROJECT NO. SP 058-661-032**

Mark Lebrun updated Council on project. Oberstar trail will be extended from the high school to Rock Creek. Steve Hallan updated that the County has received a very large grant to complete this project. This project is just the trail.

Councilor Sloan made a motion to approve County Project No. SP 058-661-032, Acting Mayor Pettie seconded the motion, motion carried unanimously.

**f) SNAKE RIVER BRIDGE MEMO**

Greg Anderson and Mark Lebrun Updated Council. They are requesting approval from the Council to move forward with this project. The project would add a sidewalk to both sides of the Hwy 61 bridge, this is a County project and there will be no cost to the City to add both sidewalks. However the City will be responsible for plowing the sidewalks, however this is a service to the community and not a requirement. Project start date will more than likely be in 2026.

Would like a Resolution to be made for April 3rd meeting for approval to move forward with project.

**g) DISCUSSION ON PINE CITY FIRE DEPARTMENT LADDER TRUCK AND POSSIBLE GRANT OPTIONS.**

Chief Miller presented, states ladder truck would cost \$130,000. He is currently looking for finance options to fund ladder truck. ECE currently has a revolving loan fund that he is looking into, states they will fund 50% with 1% interest for up to 10 years. He is requesting approval to move forward with this funding option. Would like to do RLF for Tender, Ladder and Extrication Equipment to help ease the cost of this. Council would like this explained on paper. Chief Miller also states that we may be able to part out equipment on current ladder to help pay for this, and possibly an engine that is no longer used. Councilor Sloan brought up concern about how much we will need to spend to get Ladder ready for use, Chief Miller assured that this ladder has been well maintained.

Chief Miller requested approval to complete and submit loan application for ECE RLF program up to \$350,000 with flexibility to change as needed.

Acting Mayor Pettie made a motion to apply for ECE RLF program, Councilor Sloan seconded the motion, motion carried unanimously.

**FINANCIAL REPORT**

No Concerns

**MAYOR'S REPORT**

No Report

**COUNCIL CONCERNS**

No Concerns

**ADJOURN**

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



CAO

  
acting Mayor