



# MINUTES

## Regular City Council Meeting

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10:00 AM - Thursday, May 18, 2023  
City Hall Council Chambers

The City of Pine City Council met in Regular City Council Meeting on Thursday, May 18, 2023 at 10:00 AM in the City Hall Council Chambers.

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

Mayor Pederson called the meeting to order at 10:01am.

**2 ROLL CALL**

**3 CONSIDERATION AND APPROVAL OF AGENDA**

Councilor Pettie made a motion to approve the agenda. The motion was seconded by Councilor Hill. The motion carried with Mayor Pederson and Councilors Palmer, Ovick, Hill and Pettie voting aye. None opposed.

**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 AVENUE SW, PINE CITY, MN 55063**

Mr. Neitzel addressed the Council regarding an ongoing concern with a neighboring property. The property was listed as an agenda topic for this meeting and was discussed later in the meeting.

**4.2 ADRIENNE ROUBINEK - 225 9TH STREET, PINE CITY, MN 55063**

Mrs. Roubinek addressed the Council regarding concerns with the City's Banner Policy. She spoke regarding the damaged banner of Pine Center for the Arts from last year and asked regarding alternative placements of the banner. A local business has granted the PCA permission to hang their banners on their building but was told that it goes against City Ordinance.

**4.3 DANIEL SWANSON - 118 6TH AVE SE, PINE CITY, MN 55063**

Mr. Swanson inquired of the Council if there were any updates regarding the hotel project.

**5 PUBLIC HEARINGS / PRESENTATIONS / CORRESPONDENCE**

**5.1 DEDICATION OF FLAG POLE AT BIRCHWOOD CEMETERY**

Mr. Calvin Stenlund was present to accept the proclamation on behalf of the Stenlund Family and Pine City American Legion Post 51.

## **5.2 I COMPASS LEGISLATIVE SOFTWARE PRESENTATION AND TRAINING**

Ms. Meghan Broddy provided training to Council regarding the new legislative agenda software.

## **5.3 PARKS PROJECT PRESENTATION AND DISCUSSION**

Parks and Public Buildings Manager, Brock Bloomquist, presented a slideshow to Council regarding all the updates and upcoming projects the Parks and Recreation Department are working on.

## **5.4 PUBLIC HEARING - ORDINANCE 20230518-03 - AMENDING CHAPTER 13.44.030 OF THE PINE CITY MUNICIPAL CODE**

# **6 CONSENT ITEMS**

Councilor Ovick made a motion to approve the Consent Agenda items excluding the ECMECC Renewal Contract. The contract was tabled for a later date to allow Councilors an opportunity to review. Councilor Palmer seconded the motion. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Hill and Pettie voting aye. None opposed.

## **6.1 APPROVAL OF MINUTES - MAY 03, 2023 REGULAR COUNCIL MEETING** [May 3, 2023 Minutes](#)

## **6.2 APPROVAL OF CHECK DETAIL REPORT**

## **6.3 APPROVAL OF ECMECC RENEWAL CONTRACT FOR IT SERVICES**

## **6.4 APPROVAL OF SCHEDULING 2ND MEETING IN JUNE TO JUNE 22, 2023 AT 10:00 A.M.**

## **6.5 APPROVAL OF FOOD TRUCK PERMIT**

## **6.6 APPROVAL OF SPECIAL EVENT PERMIT**

## **6.7 APPROVAL OF SPECIAL EVENT PERMIT**

## **6.8 APPROVAL OF FOOD TRUCK PERMIT**

# **7 OLD BUSINESS**

## **7.1 STATUS UPDATE AND DISCUSSION REGARDING IT PROJECT.**

Mr. Kevin Medeiros updated Council regarding the ongoing IT and Fiber project. He was asked to provide to Council a one page report in the same format that Department Heads provide and notes/summary on the ECMECC contract negotiations that he participated in.

## **7.2 DISCUSSION AND POSSIBLE ACTION REGARDING WATER METER TESTING**

Public Works Director, Maury Montbriand, gave an update to Council regarding the water meter that was sent for testing after a citizen indicated that the meter was faulty after receiving a high water bill. The meter testing came back that the meter was functioning properly. As discussed with the citizen when the Council agreed to have

the meter tested, a \$180.00 charge will be billed to the resident for the testing. Had the meter proved to be faulty, the City would have paid for the testing.

### **7.3 DISCUSSION AND POSSIBLE ACTION REGARDING LETTER OF INTENT FOR EVERGREEN SQUARE SHOPPING CENTER**

Councilor Ovick made a motion to move forward with the Letter of Intent but expressed disclosure of the company name is necessary and that Council receive a copy of the LOI. Mayor Pederson seconded the motion. Motion carried with Mayor Pederson and Councilors Palmer, Ovick, Hill and Pettie voting aye. None opposed.

### **7.4 UPDATE AND DISCUSSION REGARDING TRASH REMEDIATION COMPLAINT**

A lengthy discussion was held regarding a property that has a long history of complaints and code violations. Council has directed staff to move forward aggressively with any action necessary to get the property up to code as there are severe health and safety risks associated with the issues.

### **7.5 DISCUSSION AND POSSIBLE ACTION REGARDING WORK SESSION DATES**

It was discussed that a work session/special meeting will be held on May 31, 2023 at 5:00pm.

## **8 NEW BUSINESS**

There was no New Business presented at this meeting.

## **9 PLANNING / COMMUNITY DEVELOPMENT / ENGINEERING BUSINESS**

There was no Planning/Community Development/Engineering items presented at this meeting.

## **10 FINANCE REPORT**

### **10.1 ACCEPTANCE OF FINANCE REPORT**

## **11 MAYOR'S REPORT**

Mayor Pederson spoke briefly regarding the new flag pole at the Cemetery and the upcoming Memorial Day Parade.

## **12 COUNCIL CONCERNS**

Councilor Hill stated a concern regarding RFP's and the need for them to be more widely spread to local businesses.

## **13 ADJOURN**

Councilor Hill made a motion to adjourn the meeting. Councilor Palmer seconded the motion. The motion carried with Mayor Pederson and Councilors Palmer, Ovick, Hill and Pettie voting aye. None opposed. The meeting was adjourned at 12:28pm.

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CAO

*[Handwritten signature in black ink]*

Mayor