

CITY OF PIERZ
Official Minutes of the Pierz City Council
January 22, 2007

Members Present: Toby Egan, Herb Broschofsky, Stephanie Fyten, Roland Hartmann, Kathy Kahlhamer, and Maureen Watercott

Meeting was called to order by Mayor Toby Egan at 7:00 p.m. at Pierz City Hall.

Motion by Councilmember Broschofsky, seconded by Kathy Kahlhamer, City Clerk to approve the minutes of the January 8, 2007 meeting. Motion carried unanimously.

Motion made by Councilmember Broschofsky, seconded by Councilmember Hartmann to approve the Agenda with the addition of a resolution and the recognition of visitors at tonight's meeting. Motion carried unanimously.

Planning & Zoning:

Highway 25/Main Street Project Update

-Councilmember Broschofsky informed the Council that MN/DOT is unsure whether they would like to outsource this project, or take care of all aspects "in-house" (construction admin., project development, design, etc.) MN/DOT will be contacting the City Administrator shortly after a decision is made in this matter, which is expected to occur in the coming weeks. No action taken.

Approve Hiring, Hwy 25/Main Street Storm Sewer Special Study

-S.E.H. Consulting and W.S.N. Engineering have both submitted proposals to conduct this study. In addition, both firms would perform work based upon the same scope of services that was requested by the City Administrator:

1. Review Existing Storm Sewer Record Drawings
2. Review Existing Aerial Mapping
3. Preliminary Survey-Centerline Profile
4. Develop Preliminary Base Drawing of Existing Conditions
5. Meet with City Officials to Review Storm Sewer Options
6. Delineate Preliminary Drainage Areas
7. Prepare Preliminary Cost Estimate with Potential Cost Splits between MN/DOT and the City
8. Summarize Findings in a Report Format.

S.E.H.'s total fee for the study = \$6,500.00

W.S.N.'s total fee for the study = \$1,500.00

A motion was made by Mayor Egan, seconded by Kathy Kahlhamer, City Clerk to hire Widseth, Smith, and Nolting to conduct the special storm sewer study. Motion carried unanimously.

Other Business:

Recognition of Visitors

-Bernie Voegtler of 75 Main Street S. was present to support having a bypass around Pierz after the Main Street project is complete in 2009. Councilmember Broschofsky informed them that there are no plans to have any type of a bypass around Pierz.

-Amy Mattison, a student of law enforcement, was present to request that the moratorium on ride-alongs be lifted in Pierz. Councilmember Broschofsky informed Amy that there is no longer a moratorium and ride-alongs are permitted for law enforcement students after a release form is signed, which can be filled out at City hall.

-Kay Voegtle of 75 Main Street S. was present to speak in favor of a skate board park and a Frisbee-golf course on the main park grounds in Pierz.

Pierz Library Project, Partners in Progress

-Councilmember Fyten informed the Council that Pierz Area Partners in Progress has taken control of the library project and is holding a meeting on Tuesday the 23rd of January at 7:00pm inside Old Bank restaurant for those who would like to learn more.

City of Pierz Drive-By Fee, Solid Waste and Recycling Services

-City Staff has asked the City Council to decide on whether or not to forgive these monthly fees for customers who vacate their home for extended periods of time and don't generate waste or recyclables while gone. Another circumstance would be if the customer is deceased or no longer occupies the home and only heating and electrical service is continued by next of kin until the house is occupied again. These fees are currently \$4.45 for solid waste, and \$2.81 for recycling per month, plus tax. The City contracts with Pierz Sanitation, who charges those exact fees per customer, per month. The Council requested that City staff conduct research on the number of customers this would affect and how it would be administered. No action taken.

Loss Control Memo, League of MN Cities Insurance Trust

-The City Administrator summarized a memo that recommended all supervisors be trained to detect signs and symptoms of alcohol and drug use. A motion was made by Councilmember Broschofsky, seconded by Kathy Kahlhamer, City Clerk to approve of all supervisors being trained for signs and symptoms of alcohol and drug use. Motion carried unanimously.

Old Business:

Gov TV, Televising Council Meetings

-The City Administrator has been in talks with GovTv, a company who televises Council meetings on local access channels, archives them on the internet, and makes them available for pod-casting as well (viewable on a video i-pod).

Department Reports:

Fire: Mike Lucking was present to discuss the following issues with the Council.

-Jason Leeb has formally applied for the position of Assistant Secretary. Assistant Chief Lucking is recommending Council approval of hiring Jason Leeb as a ranking officer under the title of Assistant Secretary of the Fire Department. A motion was made by Councilmember Hartmann, seconded by Councilmember Broschofsky to hire Jason Leeb as Assistant Secretary of the Fire Department with an annual salary of \$300.00. Motion carried unanimously.

-Bernie Voegtle, 75 Main Street S. asked what applicants have to do to be hired by the department. Mayor Egan explained that there are certain steps each applicant must take in order to be considered for the department.

-Assistant Chief Lucking reported that the Eastern Morrison County Fire Protection Association would like to have one or two of its members be involved in the hiring of the next Pierz Fire Chief. The City Council did not take issue with that, but explained the policy would need to allow for it, which it does not currently. A policy will be drafted by the City Attorney allowing for members of the association to be on the Fire Chief hiring committee, and it will be voted on upon its being drafted. No action taken.

-Mayor Egan summarized a letter addressed to the Council from Pierz firefighter Mike Menden. Mike expressed a concern regarding incompatible offices of Mayor and Fire Chief, and stated that the Mayor should relieve himself of the Fire Chief duties in a more prompt manner than what is occurring.

-Sheri Menden, 327 Main Street South, asked how long a Fire Chief usually remains in office after being elected Mayor. Mayor Egan explained that a Chief's position is never filled immediately upon a resignation. There must be an internal posting of the position and a formal hiring process after applications have been submitted.

-Jill Poepping, 110 Schoenes Drive, asked if there was a formal motion to post the position of Fire Chief internally.

Parks: Daniel Baert was present to discuss the following issues with the Council.

-The City approved the purchase of a new greens mower in 2006, with the purchase being made in 2007. Daniel just received word on the grand total of the mower: \$17,760.00 The previous Council was aware of this, and it will be paid for using dedicated golf course funds. A motion was made by Councilmember Broschofsky, seconded by Councilmember Hartmann to approve the purchase price of \$17,760.00 for the greens mower. Motion carried unanimously.

-Daniel will be giving tours of the clubhouse for those who applied for the position of Clubhouse Manager beginning next week.

Public Works: Bob Otremba was present to discuss the following issues with the Council.

-Bob would like to purchase a pickup truck sometime in the near future for City use. The truck that Public Works has now, a Ford F-150, would continue to be used but by the Parks Department. The Parks Department's primary vehicle is a Dodge Dakota which is old and dilapidated beyond repair. The Dakota would be disposed of when the new truck is purchased by Public Works. Bob is beginning to look at state bids and will report back to the Council after further research. No action taken.

Police: Steve Boser was not present.

-Resolution 012207-02

Kathy Kahlhamer, City Clerk introduced this resolution, which authorized Eric Hanneken's enrollment in the Police and Fire Public Employee Retirement program while he is employed as a patrol officer with the City of Pierz. Councilmember Fyten made a motion to adopt said resolution, seconded by Councilmember Hartmann. Motion carried unanimously.

-Joint Cooperative Agreement, Police Protection, Pierz and Genola

Chief Boser recommended this agreement be executed, which would allow for visible patrol presence, and response to calls in Genola by the Pierz Police Department for a monthly fee. A motion was made by Councilmember Broschofsky, seconded by Councilmember Hartmann to approve of the agreement and execute said agreement. Motion carried unanimously.

Administration: Mike DeRosia was present to discuss the following issues with the Council.

-Mike informed the Council that the Solid Waste contract between City of Pierz and Pierz Sanitation will terminate as of October 31, 2007. He explained that between then and now, research will be conducted to determine if any changes need to be made to the billing, financial, or policy aspects of the contract. The next contract, if approved, will go from 2007-2011.

-Mike reminded Council members of their upcoming conferences and meeting obligations this weekend, and also of the application review session for the Clubhouse Manager position this Thursday at 5:00 pm.

-Mike had the Council review the annual Pierz Public Library report prepared by Bev Gold.

-City Hall will be mailing out release of driving record forms to all City employees who drive City vehicles or use motor vehicles while on city business. Mike explained that this mailing is a result of the

City Council approving of participating in the “fleetwatch” program administered by the Samba Corporation.

Motion by Councilmember Broschovsky, second by Councilmember Fyten to adjourn the meeting at 8:36 p.m.

Toby Egan, Mayor, City of Pierz

Kathy Kahlhamer, Clerk, City of Pierz