

CITY OF PIERZ
Official Minutes of the Pierz City Council
April 23, 2007

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

Others Attending:

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

Motion made by Councilmember Broschofsky, seconded by Kathy Kahlhamer, City Clerk to approve the minutes of the April 9, 2007 meeting with one minor change. Motion carried unanimously.

Motion made by Kathy Kahlhamer, City Clerk, seconded by Councilmember Broschofsky to approve tonight's Agenda. Motion carried unanimously.

Mayor Egan recognized the Student Council of Pioneer Elementary as observers of tonight's meeting as each student stated their name and title.

Planning & Zoning:

-Consider Fence Permit, Gary Brausen

Planning and Zoning Board members Jim Gruber and Marvin Stangl presented a recommendation to the City Council in regards to this matter. They expressed that the Board recommends approval of the permit based upon a 20 foot setback from the rear lot line, and the fence line not extending farther than the southernmost corner of the building. The City Attorney was present to express to the Council that Pierz's ordinances are not clear-cut, and city ordinances must be interpreted by city officials only. He also noted it is very important to be consistent when making those interpretations for the sake of precedent. Councilmember Fyten reminded the City that though this fence could create hardship issues for the abutting property owners, the City cannot mediate such issues so long as no ordinances are violated. Both the City Attorney and the rest of the Council concurred. Upon hearing the City Attorney's opinion and no further discussion, a motion was made by Councilmember Hartmann, seconded by Mayor Egan to follow along with the Planning and Zoning Board's recommendation and approve the permit based upon the Board's stipulations. Motion carried unanimously.

-Consider Garage Installation Permit, Mark Fuhrman

The planning and zoning board recommended approval of this building permit upon reviewing the location of the proposed garage. A motion was made by Councilmember Hartmann, seconded by Councilmember Broschofsky to approve the permit. Motion carried unanimously.

Items of Business:

-Highway 25/Main Street Project Update

The City Administrator provided a summary of the meeting held last week between Rich Prairie Sewer and Water and the Army Corps of Engineers. Also observing the meeting were Carol Anderson of Morrison County Community Development, Melissa Samuelson of Congressman Oberstar's office, and Jeff Schoulten of United States Department of Agriculture's Rural Development division. The water main and service line replacement, (the phase of the Main Street re-construction scheduled for 2009 that Rich Prairie Sewer and Water will be administering and funding) was the main topic of discussion. The Corps of Engineers offers a 75/25 funding package via federal grant monies made available by Congressman Oberstar's office. This package is reserved for communities in need. Carol

Anderson volunteered to work with the Corps of Engineers in structuring a funding request on behalf of Rich Prairie Sewer and Water during the meeting. The City Administrator also reported that he received an e-mail from MN/DOT Project Engineer Jim Hallgren outlining the details of how the cost sharing will work in terms of other phases of this project. The e-mail was forwarded to Carol Anderson for review as well.

-Update, Project Engineer Jim Schulz, Pondview Estates

Jim reported that project construction is underway with minor grading occurring this entire week.

-H.I.P.A.A. Training Overview

The City Administrator spoke with the League of MN Cities regarding a potential training session for employees for the purpose of properly protecting health information. The City Administrator asked for permission to spend up to \$500.00 on coordinating a training session for employees. A motion was made by Kathy Kahlhamer, City Clerk, seconded by Councilmember Broschofsky to approve spending up to \$500.00 for h.i.p.a.a. training.

-Combining Enterprise Funds, Golf Carts/Golf Course Funds

Treasurer Maureen Watercott explained to the Council that it would no longer be necessary to have these funds separated upon the City buying the golf carts outright. The Council voted to buy out the remainder of the lease agreement for the golf carts in 2006, and will be issuing the final payment soon. A motion was made by Councilmember Broschofsky, seconded by Councilmember Hartmann to combine these two funds upon a payoff of the lease agreement. Motion carried unanimously.

-Closing Debt Service Fund

Treasurer Maureen Watercott explained that this fund was created to pay debt as a result of bond issuance and other types of public financing. Since more specific funds have been created for this purpose, the debt service fund has become useless. A motion was made by Kathy Kahlhamer, City Clerk, seconded by Councilmember Hartmann to close the debt service fund after the money is transferred out to the Ronald Avenue fund. Motion carried unanimously.

-Schematic Drawings, Pierz Public Library

Schematic drawings of what a new Pierz Public Library and City Hall would look like were presented to the City Council. The drawings were completed by Tori Hugo of S.E.H. Consulting in order for the Council to be able to have an idea of the layout.

Karen Carver, 109 Summer Street, asked if the Council had looked into moving the library into an existing structure rather than building a new one. The Council reminded everyone that this project is preliminary in nature and these drawings are strictly conceptual. No action taken.

Department Reports:

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

-The golf course officially opened April 18th. After interviewing applicants for the rough mower position, Daniel is prepared to recommend Wallace Meierhofer for the seasonal position at \$8.50/hour. Upon no further discussion, a motion was made by Mayor Egan, seconded by Councilmember Hartmann to approve hiring Meierhofer at \$8.50/hour. Motion carried unanimously. Also, Daniel reported that high-speed internet service was installed at the clubhouse, and that the monthly bill is the sole responsibility of the clubhouse manager. Additionally, 3 new golf carts are scheduled to arrive for immediate use sometime this week.

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

-Bob reported that street sweeping will be completed Monday. Also, Bob requested approval of a bid that he received for road chip sealing; this is a pavement revitalization service that lasts 5-6 years. Bob would like to complete chip sealing Vincent Street from 2nd Avenue all the way to the south, and Robert Street from the Talberg property, running all the way south from that point also. Both streets

would be finished this summer. A motion was made by Councilmember Broschovsky, seconded by Kathy Kahlhamer, City Clerk to approve hiring Bargen Incorporated to perform chip sealing on these two streets at a price of \$24,375.00. Motion carried unanimously. Also, Bob would like Mike Schaefer to complete crack sealing on the following streets: Summer St., Oak Street, Faust St., Kapsner St., Industrial Park Rd., Ronald Ave., and 1st Ave. S. Mike estimated this work at a price of \$6,367.00 A motion was made by Councilmember Hartmann, seconded by Councilmember Broschovsky to approve Mike Schaefer's price quote and go forth with construction. Motion carried unanimously.

Police: Steve Boser was present to discuss the following issues with the Council.

-Steve will be working toward cleaning up the Pierz Mobile Home Park during the summer. He also suggested the Council look into adopting the property maintenance code that most cities use to clean up substandard properties.

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

-Mike reminded the City Council that they are now accepting proposals for those who would like to acquire the Peter Avenue and Faust Street lot, and the deadline for proposals is May 25th.

Motion made by Councilmember Hartmann, seconded by Kathy Kahlhamer, City Clerk to adjourn the meeting at 8:49 p.m.

Toby Egan, Mayor, City of Pierz

Kathy Kahlhamer, Clerk, City of Pierz