

**CITY OF PIERZ**  
**Official Minutes of the Pierz City Council**  
**January 09, 2017**

**Members Present:** Toby Egan, Mike Menden, Mary Korf, Don Bujalski, Stephanie Fyten and Linda Sczublewski.

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

**APPROVAL OF COUNCIL MINUTES:**

A motion was made by City Clerk Mary Korf and seconded by Council Member Don Bujalski to accept the minutes from the December 27, 2016 Regular City Council Meeting. Motion carried unanimously.

**APPROVAL OF AGENDA:**

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to accept the agenda as presented with the Citi Lites Agreement tabled until the next meeting, the removal of the Police report until the next meeting, the addition of full-time employee raises and moving the exempt permit to the beginning of the agenda. Motion carried unanimously.

**CERTIFICATE PRESENTATION:**

Toby Egan, Mayor thanked Mary Korf, City Clerk and Don Bujalski, Council Member for their time served on the council and service to the community. Toby Egan, Mayor presented a Certificate of Appreciation to Mary Korf and a plaque to Don Bujalski for years of service and commitment to Pierz.

**OATH OF OFFICE:**

Nicole Nordlund, City Administrator swore in the newly elected City Clerk David Fischer, Council Member Kyle Bednar and Mayor Toby Egan. Each respectively gave their Oath of Office (David Fischer for four years as City Clerk, Kyle Bednar for four years as Council Member and Toby Egan as Mayor for two years).

**EXEMPT PERMIT:**

A motion was made by Council Member Stephanie Fyten and seconded by City Clerk Dave Fischer to approve an Exempt Permit for St. Joseph's Church to hold a raffle April 29, 2017. Motion carried unanimously.

**MORRISON COUNTY RECORD LEGAL BID:**

A motion was made by Council Member Mike Menden and seconded by Council Member Kyle Bednar to approve Morrison County Record's Legal Bid. Designating Morrison County Record as the city's legal printing at the following rates:

Line Rate:	\$0.87 per line
Display Ad Rate:	\$7.30 per column inch

**2017 ANNUAL DESIGNATIONS AND APPOINTMENTS:**

A motion was made Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve the 2017 Annual Designations and Appointments. Motion carried unanimously.

**2017 FEE SCHEDULE:**

A motion was made by Council Member Mike Menden and seconded by Council Member Stephanie Fyten to approve the 2017 Fee Schedule as presented. Motion carried unanimously.

**BOARD OF APPEAL & EQUALIZATION MEETING:**

Toby Egan, Mayor stated the Board of Appeal and Equalization meeting will be held Wednesday, May 3, 2017 at 1:00 p.m. at City Hall. He stated the City will need to have representation at the meeting from members who have completed the Board of Appeal and Equalization training.

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**SCHLENNER WENNER & CO:**

A motion was made by Council Member Mike Menden and seconded by Kyle Bednar to approve an Agreement with Schlenner Wenner & Co for the audit of the financial statements for the city for the years ending December 31, 2016, 2017 and 2018. Motion carried unanimously.

Nicole Nordlund, City Administrator stated the city's audit is scheduled for February 7, 2017 and February 8, 2017.

**COMPREHENSIVE PLAN:**

Discussion was held in regards to upcoming Public Hearing held on January 23, 2017 at 6:00 p.m. The Public Hearing is in regards to the Comprehensive Plan the city has put together with the input from local community members and businesses. Nicole Nordlund, City Administrator stated drafts of the plan can be found at City Hall, the public library and on the homepage of the city's website.

**EMPLOYEE RAISES:**

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve a raise to all full-time employees in the amount of \$0.50 with retro pay to January 1, 2017. This raise to exclude Nicole Nordlund, City Administrator, as she will have her six month review in February and a raise will be discussed then. Motion carried unanimously.

**FESTLER LAND SURVEY COMPANY:**

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve the quote in the amount of \$2,764.00 for a land survey to be conducted at the property located at Parcel ID#: 42.0085.109. The amount for the survey will be split between the buyer and sellers of the property. Motion carried unanimously.

Discussion was held in regards to holding a Public Hearing to discuss the current land purchase agreement between the city and the sellers of the property located at Parcel ID#: 42.0085.109. The Council discussed holding a public hearing in the near future.

**FEDERAL EMERGENCY MANAGEMENT MEETING:**

Nicole Nordlund, City Administrator discussed with the Council the upcoming FEMA meeting at Morrison County in regards to flood hazards.

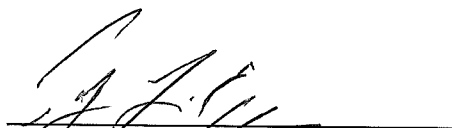
**FINANCIAL REPORTS:**


**CLAIMS:** A motion was made by Council Member Mike Menden and seconded by Council Member Kyle Bednar to approve the claims in the amount of \$249,736.01 Motion carried unanimously.

**TREASURER'S REPORT:** A motion was made by Council Member Stephanie Fyten and seconded by City Clerk Dave Fischer to accept the Treasurer's Report for the month of December in the amount of \$1,068,779.92. Motion carried unanimously.

**UPDATES:** None

**ADJOURNMENT:** Meeting was motioned to adjourn at 7:37 p.m. by Council Member Stephanie Fyten and seconded by Council Member Mike Menden. Motion carried unanimously.

  
Toby Egan, Mayor

  
Dave Fischer, City Clerk