

**CITY OF PIERZ**  
**Official Minutes of the Pierz City Council**  
**January 14, 2019**

**Members Present:** Toby Egan, Mike Menden, Dave Fischer, Stephanie Fyten, Kyle Bednar 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 Council Member Stephanie Fyten and seconded by Council Member Mike Menden to accept the minutes from the December 20, 2018 City Council Public Hearing meeting. Motion carried unanimously.

A motion was made by Council Member Mike Menden and seconded by Council Member Stephanie Fyten to accept the minutes from the December 20, 2018 City Council meeting. Motion carried unanimously.

A motion was made by Council Member Kyle Bednar and seconded by City Clerk Dave Fischer to dismiss Council Member Stephanie Fyten and Council Member Mike Menden from the Council table and thank them for their years of service. Motion carried unanimously.

**OATHS OF OFFICE:**

Mayor Toby Egan swore in the newly elected Council Member Don Bujalski, Council Member Lynn Egan, Treasurer Linda Sczublewski and Mayor Dave Fischer. Each respectively gave their Oath of Office (Don Bujalski for four years as Council Member, Lynn Egan for four years as Council Member, Linda Sczublewski for four years as Treasurer and Dave Fischer for two years as Mayor).

A motion was made by Council Member Kyle Bednar and seconded by Mayor Dave Fischer to dismiss former Mayor Toby Egan from the Council table and thank him for his years of service. Motion carried unanimously.

The City Council recessed at 7:13 p.m. and reconvened the meeting at 7:16 p.m.

**APPROVAL OF AGENDA:**

A motion was made by Council Member Kyle Bednar and seconded by Council Member Don Bujalski to accept the agenda as presented with the addition of Commercial Club Member discussion and Board of Equalization training discussion. Motion carried unanimously.

Mayor Dave Fischer presented plaques of thanks and appreciation to previous Council Members Stephanie Fyten and Mike Menden and previous Mayor Toby Egan for their years of service and commitment to Pierz.

The City Council recessed at 7:20 p.m. and reconvened the meeting at 7:22 p.m.

**RESOLUTION APPOINTING CITY CLERK #01142019-01:**

A motion was made by Council Member Don Bujalski and seconded by Council Member Lynn Egan to approve Resolution #01142019-01 Appointing Kyle Bednar as City Clerk. Motion carried unanimously.

**OATH OF OFFICE:**

Mayor Dave Fischer swore in the newly elected City Clerk Kyle Bednar. Kyle respectively gave his Oath of Office (to finish out the two-year term of City Clerk).

**RESOLUTION DECLARING VACANCY OF COUNCIL SEAT #01142019-02:**

A motion was made by Council Member Lynn Egan and seconded by Council Member Don Bujalski to approve Resolution #01142019-02 Declaring a Vacancy of Council Seat. Motion carried unanimously.

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**RESOLUTION APPOINTING COUNCIL MEMBER #01142019-03:**

A motion was made by Council Member Don Bujalski and seconded by Council Member Lynn Egan to approve Resolution #01142019-03 Appointing Jacqueline Ballou as Council Member. Motion carried unanimously.

**OATH OF OFFICE:**

Mayor Dave Fischer swore in the newly elected Council Member Jaqueline Ballou. Jacqueline respectively gave her Oath of Office (to finish out the two-year term of Council Member).

**2019 ANNUAL DESIGNATIONS AND APPOINTMENTS:**

A motion was made by City Clerk Kyle Bednar and seconded by Council Member Lynn Egan to table the annual designations until the next meeting. Motion carried unanimously.

**2019 FEE SCHEDULE:**

A motion was made by Council Member Don Bujalski and seconded by City Clerk Kyle Bednar to approve the 2019 Fee Schedule. Motion carried unanimously.

**LEGAL BID:**

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

Line Rate:	\$0.91 per line
Display Ad Rate:	\$7.60 per column inch

Motion carried unanimously.

**EXEMPT PERMIT:**

A motion was made by City Clerk Kyle Bednar and seconded by Council Member Don Bujalski to approve an Exempt Permit for Horizon Health to hold a raffle September 5, 2019. Motion carried unanimously.

**2019 ANIMAL HUMANE SOCIETY CONTRACT:**

A motion was made by Council Member Jacque Ballou and seconded by Council Member Lynn Egan to approve the 2019 Morrison County Animal Humane Society Contract. Motion carried unanimously.

**2019 PIERZ FREEDOM FEST SPONSORSHIP:**

A motion was made by Council Member Don Bujalski and seconded by City Clerk Kyle Bednar to approve donating \$500.00 towards sponsoring Pierz Freedom Fest. Motion carried unanimously.

**COMMERCIAL CLUB MEMBERSHIP:**

A motion was made by City Clerk Kyle Bednar and seconded by Council Member Jacque Ballou to approve the 2019 Commercial Club dues in the amount of \$100.00. Motion carried unanimously.

**BOARD OF APPEAL & EQUALIZATION MEETING:**

Mayor Dave Fischer stated the Board of Appeal and Equalization meeting will be held in April and the City will need to have representation at the meeting from members who have completed the Board of Appeal and Equalization Training. Mayor Dave Fischer and City Clerk Kyle Bednar are currently trained. City Administrator Nicole Smude will send an email to the new Council Members to register for the training.

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**DEPARTMENT REPORTS:**

**FIRE DEPARTMENT REPORT:**

A motion was made by City Clerk Kyle Bednar and seconded by Council Member Don Bujalski to approve a proposal from Jim's Heating and Air Condition for \$3,675 to put air conditioning in the meeting room at the fire hall. Motion carried unanimously.

**POLICE DEPARTMENT REPORT:**

A motion was made by Council Member Lynn Egan and seconded by Council Member Don Bujalski to approve Chief Hanneken to do further research on purchasing a new squad car. Motion carried unanimously.

Police Chief Eric Hanneken presented his 2018 Annual Police Department Report, which displayed calls, call times, and various report items in regard to the Police Department for 2018.

**PUBLIC WORKS REPORT:**

A motion was made by Council Member Don Bujalski and seconded by Council Member Jacque Ballou to approve hiring Paul Hennessy as the Park Complex Assistant Superintendent at \$17.00 an hour. Motion carried unanimously.

Bob Otremba, Public Works/Parks and Rec Director updated the City Council on the Hole Five Erosion and the grant for the Golf Course, Otremba explained the City did not receive funding for the erosion and that he will work with the Park Board on the next steps. He also informed the Council and public that the cross-country ski trails are up and running and open to the public.

**ADMINISTRATION REPORT:**

City Administrator, Nicole Smude informed the City Council that she has and will be working on various things including, yearend, beginning of year, end of month, beginning of month, quarterly reports, catching up on things from the last three months and working on gathering information for the Audit.

**FINANCIAL REPORTS:**

**TREASURER'S REPORT:**

A motion was made by City Clerk Kyle Bednar and seconded by Council Member Jacque Ballou to accept the Treasurer's Report for the month of December in the amount of \$1,216,931.86. Motion carried unanimously.


**CLAIMS:**

A motion was made by Council Member Lynn Egan and seconded by Council Member Don Bujalski to approve the claims in the amount of \$133,884.84. Motion carried unanimously.

**ADJOURNMENT:**

Meeting was motioned to adjourn at 7:59 p.m. by Council Member Don Bujalski and seconded by Council Member Jacque Ballou. Motion carried unanimously.

  
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Dave Fischer, Mayor

  
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Kyle Bednar, City Clerk