

CITY OF PIERZ
Official Minutes of the Pierz City Council
April 10, 2017

Members Present: Toby Egan, Mike Menden, Linda Sczublewski, Kyle Bednar, Dave Fischer and Stephanie Fyten.

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 Mike Menden and seconded by Council Member Kyle Bednar to accept the minutes from the March 23, 2017 City Council Workshop meeting. Motion carried unanimously.

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to accept the minutes from the March 27, 2017 Regular City Council meeting. Motion carried unanimously.

APPROVAL OF AGENDA:

A motion was made by Council Member Stephanie Fyten and seconded by City Clerk Dave Fischer to accept the agenda as presented with the addition of a TAP funding discussion and Citizens Dennis Hoheisel, Robert and Vonna Boser concerns. Motion carried unanimously.

PLANNING AND ZONING:

A motion was made by City Clerk Dave Fischer and seconded by Council Member Kyle Bednar to approve the following concrete permit application:

Premium Concrete	Driveway	506 Industrial Park Road
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With the recommendation of Planning and Zoning, motion carried unanimously.

BANYON POINT OF SALE SYSTEM:

Discussion was held in regards to implementing a Point of Sales System at the Clubhouse. To implement the system the Clubhouse would need a new computer, wireless internet, networking to City Hall, and the computer software. There would be an annual support fee of \$485.00. The quote from Banyon was \$3,585.00 this included the software, training, annual support, receipt printer and cash drawer. The quote from Design Electronics was \$807.42 this included two routers, installations and upgrading one router to wireless. Mayor Toby Egan expressed needing to see a pay back on the system if implemented. City Administrator Nicole Nordlund expressed that the system was not budgeted for 2017 and that although it would be beneficial for Administration and the Golf Course that we should have addressed this before the season started or wait to implement it until the end of the season. Council Member Mike Menden stated he would like to look at the system a little closer and get more information. City Clerk Dave Fischer suggested having things ready to go after Labor Day weekend. City Administrator to get pricing on computer and check into what it would take to implement the program.

PARK BOARD STRUCTURE:

A motion was made by City Clerk Dave Fischer and seconded by Council Member Kyle Bednar to approve the Park Board establishing a Park Board Chair and Vice Chair/Secretary and to have set meetings and formal minutes taken of the meetings and submitted to Administration. Motion carried unanimously.

CITIZEN CONCERN:

Dennis Hoheisel, Robert and Vonna Boser addressed the City Council with concerns about the piece of land between their two parcels (42.0085.107 and 42.0539.000). The land between the two parcels has recently been bought by the City. Hoheisel and Boser park their trailers on this piece of land. They addressed that they had an agreement with the previous owner and would like to be able to still use the 60 feet or so that they have been maintaining. They also addressed their concerns of it being an access for cars to the property. Council Member Stephanie Fyten addressed her concerns about the trailers being parked on the property, there could be a possible liability to the city, and Fyten suggested a barrier between the properties. Hoheisel asked the City Council if they would ever consider selling the property, Mayor Toby Egan suggested a sit down with the new Planning Committee for the new City Parcel. Council Member Mike Menden stated we

should get information on the liability from our City Attorney, City Administrator Nicole Nordlund stated she would check into it.

NEW PARCEL PLANNING COMMITTEE:

A motion was made by Council Member Mike Menden and seconded by City Clerk Dave Fischer to approve Mayor Toby Egan's list for a property planning committee. Committee to consist of the City Council, The Park Board, City Staff Members, the City Engineer Scott Hedlund, Jim Gerwing, Llyod Boeder, Tom Smude, Mary Gritzmacher, Josh Andrea and Maria Andrea. Motion carried unanimously.

The first meeting was setup for April 24, 2017 at 6:00 p.m. in the Senior Center located at City Hall. Meetings will be open to the public.

125 YEAR CELEBRATION:

Mayor Toby Egan suggested the City should look into doing a one day celebration and little things to do around the city throughout the year. Council Member Mike Menden suggested we form a committee to get some ideas going. City Administrator Nicole Nordlund informed the City Council that the City has not budgeted for the event and that the city should look into volunteers, sponsors and/or donations from the community. Discussion was held in regards to holding the celebration on August 12th after the businesses crazy days. Mayor Toby Egan suggested getting together with Treasurer Linda Sczublewski and City Administrator Nicole Nordlund to discussion celebration options for the city.

ESSENTIA HEALTH COMMUNITY CONTRIBUTION:

City Administrator Nicole Nordlund addressed the City Council and explained that Bill Palmer with Essentia Health had reach out to the city and wanted to contribute to a community park or project. The project contribution is around \$5,000.00. Bob Otremba has been in contact with Essentia Health and Landsburg Nursey and they are working on a plan to present to the Council.

POLICE DEPARTMENT POST BOARD COMPLIANCE REVIEW:

Police Chief Eric Hanneken explained to the City Council that Post Board gave an Audit of the Police Department Procedures, Police Chief Eric Hanneken explained that the department passed the compliance review.

POLICE OFFICER RESIGNATION:

A motion was made by Council Member Mike Menden and seconded by City Clerk Dave Fischer to accept the formal resignation of Police Officer Jason Loscheider. Loscheider's last day with the City will be April 14, 2017. Motion carried unanimously.

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve posting for a full-time Police Officer. Motion carried unanimously.

The City Council thanked Jason Loscheider for his time and service and wished him the very best in his new line of work.

REMINDERS:

The Board of Appeal and Equalization meeting will be held May 3, 2017 at 1:00 p.m. at City Hall. Council Member Kyle Bednar, City Clerk Dave Fischer and Mayor Toby Egan to attend the meeting.

NJPA Student Recognition Awards are set for April 12, 2017 at 5:00 p.m. in Brainerd. Mayor Toby Egan and Council Member Stephanie Fyten to attend.

DEPARTMENT REPORTS:

PUBLIC WORKS REPORT:

A motion was made by City Clerk Dave Fischer and seconded by Council Member Kyle Bednar to approve Mike Schaefer Seal Coating to blow and seal chipsealed roads, 11 different segments of road are proposed to be finished: Ronald Ave, Industrial Park Rd, 3rd Ave S, 4th Ave S, Robert St, 5th Ave S, Kamnic St, Cody Court, 2nd Ave N, Kapsner St N and 1st Ave N Main to Dead-end. Motion carried unanimously.

Discussion was held in regards to the City's TAP Funding Application. City Administrator Nicole Nordlund, Public Works Director Bob Otremba and Mayor Toby Egan discussed attending a meeting at MnDOT Baxter and received confirmation of receiving a grant in the amount of \$448,534. This would pay for 80% of the Trail Project Segment 2 scheduled in 2020. The funding is for 2021, the City plans to work with the county to help with funding.

GOLF COURSE REPORT:

Dan Baert, Golf Course Superintendent discussed with the City Council that hole #5 on the course will be needing some work done to it this summer or fall. There is a side of the cliff that is falling into the river and will need to be addressed.

Dan Baert also stated that Morrison County Sentence to Serve has been out on the course assisting in cleanup on the grounds.

FIRE DEPARTMENT:

Brian Boser, Fire Chief discussed with the City Council the controlled burn from Saturday, April 8, 2017 at the new City property. Brian Boser stated everything went well.

Brian Boser also addressed with the City Council posting for the upcoming open positions of Fire Chief and two Captain positions in May.

The Fire Department is hosting their annual fish fry on Friday, April 14, 2017.

ADMINISTRATION:

A motion was made by Council Member Mike Menden and seconded by City Clerk Dave Fischer to move the May 22, 2017 Regular City Council meeting to Tuesday, May 23, 2017 at 7:00 p.m. at City Hall due to an election held for the School Referendum on May 22, 2017. Motion carried unanimously.

FINANCIAL REPORTS:

TREASURER'S REPORT:

A motion was made by Council Member Kyle Bednar and seconded by City Clerk Dave Fischer to accept the Treasurer's Report for the month of March in the amount of \$845,675.83 Motion carried unanimously.

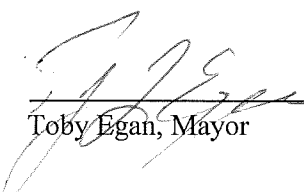
CLAIMS:

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve the claims in the amount of \$562,766.09. The purchase of the new city parcel was included with this month's claims. Motion carried unanimously.

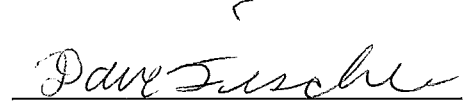
UPDATES: A property planning committee was set for April 24, 2017 at 6:00 p.m. at the Pierz Senior Center.

ADJOURNMENT:

Meeting was motioned to adjourn at 8:00 p.m. by Council Member Mike Menden and seconded by City Clerk Dave Fischer. Motion carried unanimously.



Toby Egan, Mayor



Dave Fischer, City Clerk