

**CITY OF PIERZ**  
**Official Minutes of the Pierz City Council**  
**City Council Workshop**  
**June 24, 2024**  
**5:30 PM**

**MEMBERS PRESENT:**

Mayor John Perleberg, Council Member Don Bujalski, Council Member Jacque Johnson, Council Member Gary Berg, City Clerk Sarah Fyten, and City Treasurer Kaye Stangl

**STAFF PRESENT:**

City Administrator Laura Wacker, Police Chief Eric Hanneken, Clubhouse Director Toni Meyer, Parks Department Superintendent Zach Baert, Parks Employees Jim Gross and Brad Dehler

The workshop on June 24, 2024, was called to order by Mayor John Perleberg at 5:30 pm.

**EMPLOYEE HEALTHCARE BY PRORESOURCE:**

Mayor John Perleberg welcomes Stacy Gray the benefits administrator with ProResource and states that if anyone has any questions to please ask Ms. Gray. Mayor Perleberg adds that the City is currently investigating healthcare options to be able to retain employees and be able to have the option for any future employees. Gray shares a vast overview of the healthcare options that ProResource offers or can help implement. She shares the open market options from BCBS, Medica, and United Healthcare different insurance companies. For any of these plans the City needs to have at least 75% employee participation including the healthcare waivers that state an employee is not interested due to receiving health insurance elsewhere. Just reviewing, BCBS came back with one of the plan rates being as low as \$369.43 and highest at \$738.38. ProResource can run scenarios to number crunching to figure out what will be the best comparison to achieve the goal.

It is recommended that the City has conversations with the employees to ask what they are interested in. ProResource would help set up the plan and get it going but the City would be the account holder of these particular plans. The City is required to pay 50% of the employees single premium.

To meet the Pro Master plan the City will need to have at least 50% of their full-time staff enrolled in health insurance, otherwise the City will need to review plans outside of ProResource. With the Pro Master plan ProResource takes care of everything. Ms. Gray shares 7 of the Pro Master plan. The first 3 are not HSA plans, the remainder are. Another thing she points out is that the rates are not age banded. All single employees will have the same rate which is great for budgeting purposes. When adding family coverage is just another tier not based on rates. Wacker did ask to explain some of the numbers such as the 500-20-20%. It would be a \$500 deductible, \$20 co-pay and then a 20% coinsurance. The Pro plan #4 is a \$2000 deductible. Once that is met the employee would have to pay 10% up to the out-of-pocket maximum which is \$4000 for that plan, is also an HSA plan. The biggest sellers would be the HSA plans 4 and 5.

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**CHECKS AND BALANCES:**

Mayor John Perleberg states that the checks and balances is on the agenda because it was noted on our audit that the City should have someone other than the city administrator reviewing the bills prior to them being paid. Former Council Member Lynn Egan came to the workshop to share how it was previously done. It had been part of the city clerk's job to review the bills prior to being paid. The new City Clerk Sarah Fyten is more than okay with doing this.

Egan adds that another job duty the city clerk had historically is that when they are not up for election it is the clerk's job to set up the elections.

**ASSESSMENT POLICY:**

SEH Engineer, Jarod Griffith asks to review the cities assessment policy. The assessment policy that Griffith had on file was a draft that was never signed from 2020. With the current project that we have going on he asks if we would be able to decide which policy will be used. The item that is different in the policies is the corner lots. In the current 2007 version the corner lot is assessed the short side if there is only one side constructed that year. If both sides are being constructed it is the short side plus  $\frac{1}{4}$  of the long side. The way the 2020 policy reads is that if the improvement is only on the one side, then that side is the only side being assessed. If the improvement is on the long side, they would only be assessed 50% of just the long side. If the improvement is on the short side, it would be assessed 100% that side. If it is both sides, then it would be assessed the 100% short side and 50% the long side.

Council Member Jacque Johnson states that we should bring it to a council meeting and officially adopt the 2020 policy. Griffith does state that we should keep the verbiage of "assess up to x %" because if you are planning to bond you need to have at least 20% of what is being bonded.

**EMPLOYEE HANDBOOK REVIEW:**

City Administrator Laura Wacker had made the updates to the employee handbook and sent out to the council members for review. Some of the edits were the cell phone policy being added, the definition for At Will/On Call, minor formatting adjustments. Since the handbook has been approved previously it will be planned to give it a week for anyone to comment on it and then it will be official.

**BIDEN-HARRIS ADMINISTRATION INCREASE COMPENSATION:**

Mayor John Perleberg states that this topic does not affect us this year but does come January 2025. It was sent out to make sure everyone is aware of it. It will be brought to the budget committee to be reviewed.

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**NEW NINE CHECKLIST:**

Mayor John Perleberg shares that Parks department Zach Baert and Parks Employee Brad Dehler shared the checklist prior to the meeting and feels that it is really a good, detailed checklist. Dehler starts the checklist by stating the biggest thing on that checklist are the washouts. With the rain we are getting it has been a struggle to not get setback each time it rains. Dehler feels that each time it rains they are learning from it and finding ways to keep the dirt in place and the grass to grow. Another part of the washouts is how it sets us back with mowing. It is taking time and the rain has not been to our advantage.

Mayor Perleberg states that when himself and Wacker went on the tour of the new nine the washboard washouts are a lot, but it was suggested that we get a roller in to flatten them.

Dehler continues with reviewing the checklist. The items in green are what need to be complete by Oct. 1. Fairways 12 and 13 are doing well with being mowed at the correct height. Once the washouts are fixed, they feel we will be able to really fly through this list. Baert and Dehler feel pretty confident that if all the washouts are fixed by August 10, they feel that getting the grass at the correct heights will be where they want to be.

Mayor Perleberg does share that it is the councils plan to open the golf course next year. Baert does state that is still their goal as well.

It is requested that if it is necessary for the parks employees to work overtime that they be able to. The council feels that if Baert and Wacker are discussing this that Wacker can approve the overtime and share with the council. This does not need to be brought to the council meeting for approval.

Council Member Don Bujalski added to the checklist the cart path from the clubhouse to the new nine. It is felt that this can be brought to the Park Board for suggestions. Baert was hoping that the Park Board will have suggestion for this along with Fairways and Tee Boxes. Also, MGA will be coming July 15 to measure the course around 9:00 am.

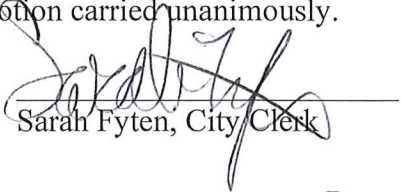
**FLOODPLAIN COMMITTEE:**

City Administrator Laura Wacker, states that the council needs to appoint a floodplain committee and would like to bring it to tonight's council meeting.

**ADJOURNMENT:**

A motion was made by Council Member Don Bujalski and seconded by Council Member Sarah Fyten to adjourn the city council workshop at 6:45 pm. Motion carried unanimously.

  
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John Perleberg, Mayor

  
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Sarah Fyten, City Clerk