

CITY OF PIERZ
Official Minutes of the Pierz City Council
August 13, 2018

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

The City Council Work Session was called to order at 5:00 p.m. at Pierz City Hall by Mayor Toby Egan.

APARTMENT BUILDING:

City Council Members discussed the city owned apartment building located at 220 Main St S, Pierz, MN. Discussion was had regarding the options of the building. It was discussed whether to keep the building, sell, or demolish the building. Discussion was had if the city were to sell or demolish it, if we should first speak with the donator. It was stated that the donator did not care what the city did with the property. Council Members agree that it is important to utilize the donators name towards something for his donation of the building. Council Members keeping that in mind stated they think selling the building would be the best option for the city at this time and directed Nicole Smude, Administrator to bring it forward at the next City Council Meeting.

TEMPORARY SIGN ORDINANCE:

Planning and Zoning Members Jim Gerwing, Arvin Litke and Don Bujalski were present to discuss with the City Council Members the temporary sign ordinance. The current ordinance states that all temporary signs need a permit, the temporary sign is only good for 30 days 3 times a year. Gerwing asked the City Council if they want to enforce the current ordinance or if they would like to change the ordinance. Mayor Egan stated if there is an ordinance in place, we need to follow it, if it is not working, we need to think about changing it.

Planning and Zoning stated there has not been any complaints on signage in town. The City Council Members stated that they want to be careful in addressing the temporary sign issue and that they do not want to make this a complex problem for the business owners in town. The City Council tossed around ideas on how to move forward. Ideas that were discussed were: doing nothing with the ordinance, remove the temporary sign section all together, make exemptions for specific types of signs, update ordinance to what is being done currently, asking for one permit for the temporary sign, etc. The Council discussed being careful on how it goes about implementing any changes.

It was discussed to have Planning and Zoning research other cities and the League of MN Cities ordinances and put something together to present to the City Council. Smude, expressed that there are some Commercial Club Members that would like to be included in on the process and be updated. Gerwing thought that would be a great idea to include them in on the discussion.

NEW PROPERTY ADJACENT TO GOLF COURSE:

City Council Members that are part of the Park Board and Bob Otremba, Director of Public Works/Parks and Rec discussed with all City Council Members that the Park Board had discussed different options for the new property. Options that were discussed were implementation of a campground, or golf course or a combination of the two. The Park Board is ready for a feasibility study. Otremba stated that in 1985 a feasibility study was conducted on whether another nine-hole addition would be feasible. In 1985, they did not have the land but explored if they were to have the land if it was feasible and it was at that time. Discussion was had regarding having the land now and that the city should do its due diligence to see if another nine-holes is feasible now. The City Council discussed moving forward with reaching out to SEH, City Engineer to have a feasibility study conducted for a campground, golf course or a combination of the two. Smude to reach out to SEH and get a proposal together for the estimated cost.

Otremba informed the City Council Members of a disease on the golf course greens and that it would be helpful to have assistance in spraying for the disease. Otremba discussed contracting with Dan Baert, former Park Complex Superintendent to help spray for the remainder of this season. Otremba thought 20 hours at \$40.00 an hour would be sufficient. City Council Members stated the importance of keeping the greens healthy and that it is important. City Council asked Otremba to bring it forward at the next City Council meeting.

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INTERNAL & EXTERNAL PAY EQUITY:

Smude brought forward the results from the Internal and External Pay Equity from David Drowns Associates. Smude stated that it was advised from DDA to consider adopting the proposed Open Range/Step System posted below and adjusting actual salaries to meet external equity.

Grade	Point Min	Point Max	Range				Steps					
			1	2	3	4	5	6	7	8	9	10
1	150	166	\$ 13.00	\$ 13.51	\$ 14.01	\$ 14.52	\$ 15.02	\$ 15.53	\$ 16.03	\$ 16.54	\$ 17.04	\$ 17.55
2	167	185	\$ 13.72	\$ 14.25	\$ 14.78	\$ 15.32	\$ 15.85	\$ 16.38	\$ 16.92	\$ 17.45	\$ 17.98	\$ 18.52
3	186	206	\$ 14.47	\$ 15.03	\$ 15.59	\$ 16.16	\$ 16.72	\$ 17.28	\$ 17.85	\$ 18.41	\$ 18.97	\$ 19.53
4	207	230	\$ 15.63	\$ 16.23	\$ 16.84	\$ 17.45	\$ 18.06	\$ 18.67	\$ 19.27	\$ 19.88	\$ 20.49	\$ 21.10
5	231	256	\$ 16.49	\$ 17.13	\$ 17.77	\$ 18.41	\$ 19.05	\$ 19.69	\$ 20.33	\$ 20.97	\$ 21.62	\$ 22.26
6	257	286	\$ 17.39	\$ 18.07	\$ 18.75	\$ 19.42	\$ 20.10	\$ 20.78	\$ 21.45	\$ 22.13	\$ 22.80	\$ 23.48
7	287	318	\$ 18.35	\$ 19.06	\$ 19.78	\$ 20.49	\$ 21.20	\$ 21.92	\$ 22.63	\$ 23.34	\$ 24.06	\$ 24.77
8	319	355	\$ 19.36	\$ 20.11	\$ 20.86	\$ 21.62	\$ 22.37	\$ 23.12	\$ 23.88	\$ 24.63	\$ 25.38	\$ 26.13
9	356	395	\$ 20.13	\$ 20.92	\$ 21.70	\$ 22.48	\$ 23.27	\$ 24.05	\$ 24.83	\$ 25.61	\$ 26.40	\$ 27.18
10	396	441	\$ 20.94	\$ 21.75	\$ 22.57	\$ 23.38	\$ 24.20	\$ 25.01	\$ 25.82	\$ 26.64	\$ 27.45	\$ 28.27
11	442	485	\$ 21.78	\$ 22.62	\$ 23.47	\$ 24.32	\$ 25.16	\$ 26.01	\$ 26.86	\$ 27.70	\$ 28.55	\$ 29.40
12	486	506	\$ 22.65	\$ 23.53	\$ 24.41	\$ 25.29	\$ 26.17	\$ 27.05	\$ 27.93	\$ 28.81	\$ 29.69	\$ 30.57
13	507	535	\$ 23.55	\$ 24.47	\$ 25.39	\$ 26.30	\$ 27.22	\$ 28.13	\$ 29.05	\$ 29.96	\$ 30.88	\$ 31.80
14	536	566	\$ 24.50	\$ 25.45	\$ 26.40	\$ 27.35	\$ 28.31	\$ 29.26	\$ 30.21	\$ 31.16	\$ 32.12	\$ 33.07
15	567	590	\$ 25.48	\$ 26.47	\$ 27.46	\$ 28.45	\$ 29.44	\$ 30.43	\$ 31.42	\$ 32.41	\$ 33.40	\$ 34.39

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Job Title	Points (unchanged)	Pierz Range (adopted 1/18)	C&C Proposed Compensation Plan	2018 Salary 5/14	Points 5/14	Proposed Range based on 5/14 Change
Clubhouse Manager	N/A	N/A	N/A	14.00	201	\$14.61–19.72
Deputy Clerk	207	\$15.50 – 22.63	15.63-21.10	16.96		15.63-21.10
Park Assistant	234	16.50 – 22.94	16.49-22.26	19.49		16.49-22.26
Parks Superintendent	327	18.50 – 25.72	19.36-26.13	24.95	303	18.35–24.77
Police Officer	354	19.00 – 26.03	19.36-26.13	24.72		19.36-26.13
Public Works Superintendent	460	22.00 – 29.26	21.78-29.40	32.41	483	21.78-29.40
Chief of Police	501	22.75 – 30.26	22.65-30.57	29.37		22.65-30.57
City Administrator	544	23.50 – 31.26	23.55-31.80	25.67		24.50–33.07

City Council Members all stated they thought the step scale versus the open range system would be beneficial for current and new employees, as well as budgeting purposes. The Council would like to have the ability to give mid step raises, depending on employee evaluation. Smude is to check into options for the mid step raises and bring forward at the next council meeting. The Council also discussed allowing employees that have reached their maximum pay to be allowed a cola increase each year. Smude to research and get information together for next council meeting.

Smude brought forward discussion on employee raises and the City Council Members discussed having the Finance Committee work together on employee raises and make a recommendation to the Council Members.

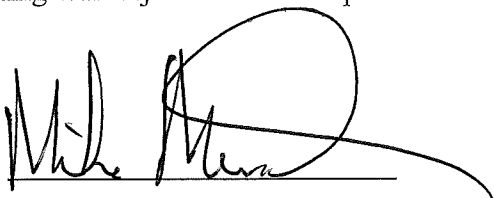
PAY PHILOSOPHY:

Smude discussed with the City Council that DDA advised the Council to approve a pay philosophy to ensure the City Council has reasoning on the city’s pay structure. Smude gave her opinion on the top five possibilities. City Council Members to review proposed philosophies and pick one that suites the City of Pierz. To be discussed at the next Finance Committee meeting.

No decisions were made regarding any of the above discussions. Further discussion and approval will take place at future meetings.

ADJOURNMENT:

Meeting was adjourned at 6:47 p.m.


 Mike Menden, Acting Mayor


 Dave Fischer, City Clerk