

**CITY OF PIERZ**  
**Official Minutes of the Pierz City Council**  
**September 12, 2016**

**Members Present:** Toby Egan, Mike Menden, Mary Korf, Don Bujalski, Linda Sczublewski 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 Don Bujalski and seconded by Council Member Mike Menden to accept the minutes from the August 22, 2016 Regular City Council meeting. Motion carried unanimously.

**APPROVAL OF AGENDA:** A Motion was made by Council Member Stephanie Fyten and seconded by City Clerk Mary Korf to approve the agenda with the addition of an application for a gambling license and appointing three more Election Judges. Motion carried unanimously.

**2016 STREET IMPROVEMENTS:** A motion was made by City Clerk Mary Korf and seconded by Council Member Mike Menden to approve Change Order No. 1. Motion carried unanimously.

A motion was made by Council Member Don Bujalski and seconded by City Clerk Mary Korf to approve the Application for Payment No. 1. Motion carried unanimously.

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve Resolution #09122016-01 Adoption of the Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment. Motion carried unanimously.

A motion was made by Council Member Mike Menden and seconded by City Clerk Mary Korf to approve Resolution #09122016-02 Adoption of the Hearing on Proposed Assessment. Motion carried unanimously.

A public hearing regarding the proposed assessment was set for Monday, October 10, 2016 at 6:00 p.m. at Pierz City Hall.

**MINNESOTA MUNICIPAL UTILITIES ASSOCIATION:** A motion was made by Council Member Mike Menden and seconded by Council Member Don Bujalski to approve Resolution #09122016-03 Adoption of the Mutual Aid Assistance. Motion carried unanimously.

**RICH PRAIRIE SEWER & WATER DISTRICT (RPSWD):** A motion was made by Council Member Mike Menden and seconded by City Clerk Mary Korf to approve the reappointment of Herbert Broschofsky for a two year term. Motion carried unanimously.

**PRELIMINARY BUDGET 2017:** A public hearing regarding the Preliminary Budget and Levy was set for Monday, September 26, 2016 at 6:00 p.m. at Pierz City Hall.

A motion was made by City Clerk Mary Korf and seconded by Council Member Stephanie Fyten to approve the Preliminary Budget for 2017. Motion carried unanimously.

**FLU SHOT CLINIC PROPOSAL:** Discussion was held in regards to Coborns Pharmacy Flu Shot Clinic Proposal for City employees. The Council agreed that the City will not use the service, but if any City employees would like a flu shot they should contact the City Administrator.

**COMMUNITY DEVELOPMENT CONTRIBUTION REQUEST:** A motion was made by Council Member Don Bujalski and seconded by City Clerk Mary Korf to approve the contribution request of \$1,000 to Community Development. Motion carried unanimously.

**ESSENTIA HEALTH PROJECT UPDATE:** Discussion was held in regards to the progress of the Essentia Health project. The Old bank and house next to it were demolition last week.

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**WORKSHOP SCHEDULED:** A workshop to discuss future plans for the city and with the Park Board was scheduled for Tuesday, September 27, 2016 at 5:30 p.m.

**BUILDING PERMITS:** A motion was made by Council Member Mike Menden and seconded by City Clerk Mary Korf to approve the following building permits:

Brad Bednar:	New Detached Garage
Brickyard Bar & Banquet Hall:	Siding
John Kurtz:	Replace Sidewalk
James Gruber:	Replace Front Steps
Mike & Pearl Wilson:	Four-Season Porch Attached to House
Lazy H Properties, LLC:	Replace Signs on Building & Freestanding Sign
Thomas & Melissa MacGregor:	Chain Link Fence

Motion carried unanimously.

**GAMBLING LICENSE:** A motion was made by Council Member Don Bujalski and seconded by City Clerk Mary Korf to approve the application for a gambling license for Knights of Columbus to hold a raffle at the Pierz Ballroom, January 28, 2017. Motion carried unanimously.

**ELECTION JUDGES:** A motion was made by Council member Stephanie Fyten and seconded by Council Member Mike Menden to approve the addition of three Election Judges. Motion carried unanimously.

**DEPARTMENT REPORTS:**

**FIRE DEPARTMENT:** A motion was made by City Clerk Mary Korf and seconded by Council Member Don Bujalski to approve acceptance of the FEMA grant in the amount of \$34,476. Motion carried unanimously.

**PUBLIC WORKS DEPARTMENT:** Robert Otremba, Public Works Administrator updated the Council on various projects he is working on throughout the City. Robert stated now that the weather is cooling down, he will start spraying for mosquitos once a week.

**PARKS:** Daniel Baert, Parks Superintendent discussed with the Council the golf course activities and that the season is winding down. The staff at the golf course are starting to prepare for the winter season.

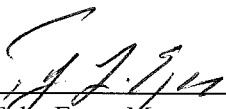
**ADMINISTRATION:** Nicole Nordlund, City Administrator updated the Council on various projects the staff is working on in the office.

**FINANCIAL REPORTS:** A motion was made by Council Member Stephanie Fyten and seconded by City Clerk Mary Korf to approve the claims in the amount of \$79,007.61 Motion carried unanimously.

**UPDATES:** Council discussed setting up a time for the part-time Administration staff Pearl Wilson to come into the office and train.

A motion was made by Council Member Stephanie Fyten and seconded by City Clerk Mary Korf to approve paying Deputy Clerk Kari Tyson the interim increase through the end of September 2016. After September 30, 2016 Deputy Clerk Kari Tyson will return to the hourly wage prior to the interim increase. Motion carried unanimously.

**ADJOURNMENT:** Meeting was motioned to adjourn at 8:02 p.m. by Council Member Don Bujalski and seconded by City Clerk Mary Korf. Motion carried unanimously.

  
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Toby Egan, Mayor

  
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Mary Korf, City Clerk