

**CITY OF PIERZ**  
**Official Minutes of the Pierz City Council**  
**September 26, 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 City Clerk Mary Korf and seconded by Council Member Don Bujalski to accept the minutes from the September 12, 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 the removal of the Treasurers Report and appointing Pearl Wilson as an Election Judge. Motion carried unanimously.

**PUBLIC HEARING PRELIMINARY BUDGET AND LEVY:** No comments were received.

**PRELIMINARY BUDGET AND LEVY:** A motion was made by City Clerk Mary Korf and seconded by Council Member Mike Menden to approve the Preliminary Budget and Levy. Motion carried unanimously.

**TRUTH IN TAXATION:** A motion was made by Council Member Mike Menden and seconded by Council Member Don Bujalski to approve setting the Truth in Taxation Public Hearing date for Monday, December 12, 2016 at 6:30 p.m. Motion carried unanimously.

**DAVID DROWN ASSOCIATES, INC:** A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve accepting and signing the EDA Terms and Agreement Letter. Motion carried unanimously. The letter outlines the relationship between the City of Pierz and the Pierz Economic Development Authority regarding the demolition of two existing structures located in downtown corridor of the city for the new Essentia Health clinic.

Discussion was held in regards to the Business/Developers Agreement between Essentia Health and the City of Pierz. The City discussed needing the Agreement before issuing the building permit.

**COURT DATA SERVICES:** A motion was made by Council Member Don Bujalski and seconded by Council Member Mike Menden to approve the Court Data Services Subscriber Amendment to CJDN Subscriber Agreement. Motion carried unanimously.

**JOINT POWERS AGREEMENT:** A motion was made by City Clerk Mary Korf and seconded by Council Member Don Bujalski to approve Resolution #09262016-1 Approving State of Minnesota Joint Powers Agreements. Motion carried unanimously.

**NO PARKING SIGNS:** A motion was made by Council Member Mike Menden and seconded by City Clerk Mary Korf to approve the addition of no parking signs on Oak Street and 1<sup>st</sup> Avenue North. Motion carried unanimously.

**COMMITTEE APPOINTMENTS:** A motion was made by City Clerk Mary Korf and seconded by Council Member Don Bujalski to approve appointing the City Administrator, Nicole Nordlund to the following committees:

Electric Committee	Solid Waste Committee
Finance Committee	Development, Regulations and Safety Committee
Tobacco Hearing Board	Comprehensive Planning Board
Economic Development Authority Board	

Motion carried unanimously.

**DATA PRIVACY:** A motion was made by Council Member Mike Menden and seconded by City Clerk Mary Korf to declare City Administrator, Nicole Nordlund as the Data Privacy Officer. Motion carried unanimously.

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**FARMERS AND MERCHANTS SAFETY DEPOSIT BOX:** A motion was made by Council Member Don Bujalski and seconded by City Clerk Mary Korf to declare Mayor, Toby Egan, Treasurer, Linda Sczublewski and City Administrator, Nicole Nordlund as the safety deposit box key holders. Motion carried unanimously.

A motion was made by City Clerk Mary Korf and seconded by Council Member Don Bujalski to approve Mayor, Toby Egan, Treasurer, Linda Sczublewski and City Administrator, Nicole Nordlund as the official names on the account.

**MEMBERSHIP DUES 2016/2017:** A motion was made by Council Member Mike Menden and seconded by Council Member Stephanie Fyten to approve the renewal of the following memberships:

League of Minnesota Cities: \$1,578.00

Municipal Clerks and Finance Officers Association of MN: \$35.00

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

Chris Young	Garage
Premium Concrete, LLC	Addition
Sid Henagin	Concrete Permit

Motion carried unanimously.

**ELECTION JUDGES:** A motion was made by Council member Mike Menden and seconded by Council Member Don Bujalski to approve of Pearl Wilson as an Election Judge. Motion carried unanimously.

**DEPARTMENT REPORTS:**

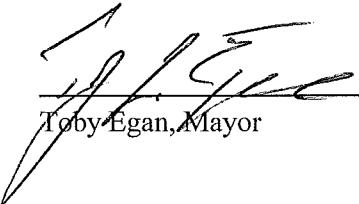
**POLICE:** Eric Hanneken, Police Chief presented the monthly report for August 2016 to the Council.

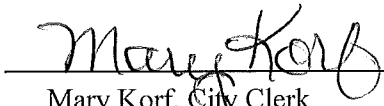
**PARKS:** Daniel Baert, Parks Superintendent explained to the Council the need for a green mower. The best quote was found through TurfWerks for \$19,882.00. Staff to check with NJPA to see if they have a better quote.

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

**UPDATES:** None

**ADJOURNMENT:** Meeting was motioned to adjourn at 7:29 p.m. by Council Member Mike Menden 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