

**CITY OF PIERZ**  
**Official Minutes of the Pierz City Council**  
**January 22, 2018**

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

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 Stephanie Fyten and seconded by City Clerk Dave Fischer to accept the minutes from the January 8, 2018 City Council meeting. Motion carried unanimously.

**APPROVAL OF AGENDA:**

A motion was made by Council Member Mike Menden and seconded by Council Member Kyle Bednar to accept the agenda as presented with the addition of Allen Dahmen, Owner of Pierz Foods. Motion carried unanimously.

**2018 ANNUAL DESIGNATIONS AND APPOINTMENTS:**

A motion was made by Council Member Mike Menden and seconded by City Clerk Dave Fischer to approve the 2018 Annual Designations and Appointments with the following changes:

Civil Defense Directors Designations: Removal of Brian Boser and addition of Don Bujalski and Chris Young

Motion carried unanimously.

**2018 FEE SCHEDULE:**

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve the 2018 Fee Schedule as presented. Motion carried unanimously.

**LIFE SAVING AWARD:**

Police Chief Eric Hanneken presented Taylor Lyon with a Life Saving Award.

Lyon was a passenger in a vehicle heading south bound near the school, the driver became unconscious and the vehicle started to accelerate, Lyon gained control of the vehicle and swerved to miss utility poles, mailboxes and numerous students getting off the school bus. Lyon's quick actions, awareness and composure during this incident brought this incident to a stop without any children being killed or having life altering injuries.

The City Council recessed at 7:14 p.m. and reconvened at 7:18 p.m.

**DAVID DROWNS AND ASSOCIATIONS PAY EQUITY UPDATE:**

A motion was made by Council Member Mike Menden and seconded by City Clerk Dave Fischer to approve the updated full-time employee job descriptions. Motion carried unanimously.

Liza Donabauer, David Drowns and Associations presented to the City Council Members the full-time employee job descriptions and explained that all employees had gone through their job descriptions twice. Every three years city's must submit a pay equity report to the state, Pierz had been utilizing the states job match for reporting. The reasoning for updating the job descriptions was to allow Pierz to be as precise as possible when submitting the pay equity report. By updating the job descriptions, David Drowns will be able to create a precise point match for each job descriptions that will aid in the pay equity report. The pay equity report is due January 31, 2018. Donabauer will submit the report and present her findings/suggestions to the City Council.

**PIERZ FIRE RELIEF ASSOCIATION:**

A motion was made by City Clerk Dave Fischer and seconded by Council Member Kyle Bednar to approve the City's annual retirement contribution to the Pierz Fire Relief Association in the amount of \$14,300.00. Motion carried 4-1 with Council Member Mike Menden abstaining.

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**FIRE DEPARTMENT:**

A motion was made by City Clerk Dave Fischer and seconded by Council Member Mike Menden to approve utilizing space at the Public Works City Shop for cold storage for the Fire Department pull tabs. Motion carried unanimously.

Chris Young, Fire Chief expressed to the City Council that he spoke with Public Works Superintendent Bob Otremba and that they would work together on the utilizing the space, Young also expressed that the Fire Department would donate towards pallet racking for the city shop for use of the space.

A motion was made by City Clerk Dave Fischer and seconded by Council Member Kyle Bednar to approve posting for applications for the Fire Department. Motion carried unanimously.

Young also expressed to the City Council that there will be a few fire fighters retiring and that it would be beneficial to start the hiring/training process now. Currently the Fire Department has 26 members, they do not like to go below 26 members. The City will be taking applications until February 9, 2018. Young stated he will be back the end of February with recommendations.

Young also stated the Fire Department is looking into purchasing a side by side for assistance in grass fires in the near future.

**BUSINESS ASSISTANCE DEVELOPERS AGREEMENT:**

A motion was made by Council Member Mike Menden and seconded by City Clerk Dave Fischer to approve the Business Assistance Development Agreement for Industrial Lot #5 with Scott and Emily Saehr. Motion carried unanimously.

**PIERZ PUBLIC LIBRARY:**

Nicole Smude, City Administrator presented to the City Council the 2017 Annual Library Report.

**ALLEN DAHMEN OWNER OF PIERZ FOODS:**

Allen Dahmen, Owner of Pierz Foods addressed the City Council and read the Council Members a letter. The letter asked the Council Members to consider following through on the full estimated payment of the energy insight rebate to Pierz Foods and any other businesses that were counting on rebate funds.

Discussion was held regarding the program. Nicole Smude, City Administrator expressed to the City Council that the rebate program was no longer mandatory for municipalities with utility customers under 1,000 and that the City Council had discontinued the program in August 2017.

A motion was made by Council Member Mike Menden and seconded by City Clerk Dave Fischer to approve to pay Allen Dahmen his original rebate amount of \$271.64. Motion carried unanimously.

**DEPARTMENT REPORTS:**

**ADMINISTRATION REPORT:**

Nicole Smude, City Administrator updated the City Council on the city hall remodel and that City Hall might be closed 1-2 days or possibly a half day here and there depending on construction. Smude stated that staff will still be in office answering phones and working, but the building itself might be closed to the public.

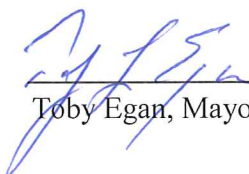
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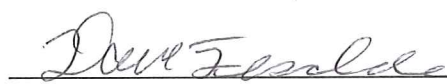
Smude also informed the Council Members that she has been working on the audit, and the TAP Funding application had been submitted and that the city was invited to present at NJPA in February, Smude is still working with Verizon on the Small Cellular Nodes and that the city should be seeing a permit soon.

**UPDATES:** None.

**ADJOURNMENT:**

Meeting was motioned to adjourn at 8:29 p.m. by Council Member Mike Menden and seconded by Council Member Kyle Bednar. Motion carried unanimously.

  
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Toby Egan, Mayor

  
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Dave Fischer, City Clerk