

**CITY OF PIERZ**  
**Official Minutes of the Pierz City Council**  
**October 9, 2018**

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

**Members Absent:** Dave Fischer

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 Council Member Mike Menden to accept the minutes from the September 24, 2018 City Council Public Hearing. Motion carried unanimously.

A motion was made by Council Member Mike Menden and seconded by Council Member Kyle Bednar to accept the minutes from the September 24, 2018 City Council meeting Motion carried unanimously.

A motion was made by Council Member Kyle Bednar and seconded by Council Member Mike Menden to accept the minutes from the October 2, 2018 City Council Workshop Meeting. Motion carried unanimously.

**APPROVAL OF AGENDA:**

A motion was made by Council Member Mike Menden and seconded by Council Member Stephanie Fyten to accept the agenda as presented with the addition of an approval of a new election judge, and the Treasurer's Report. Motion carried unanimously.

**PLANNING AND ZONING REPORT:**

A motion was made by Council Member Mike Menden and seconded by Council Member Kyle Bednar to approve the following lot split application contingent upon record of a completed certified survey:

Horizon Health          Splitting of parcel 42.0632.000 into two separate parcels for resale.

With the recommendation of Planning and Zoning, motion carried unanimously.

A motion was made by Council Member Mike Menden and seconded by Council Member Stephanie Fyten to approve the following building permit applications with double the permit fee as the work was completed prior to permit approval, and contingent upon City Hall receiving record of shed placement in regard to the proper setbacks:

Pierz MHC                      Shed Permit                      310 Third Ave. NW #3

With the recommendation of Planning and Zoning, motion carried unanimously.

**THIRD AVE STREET PROJECT COST SHARING:**

A motion was made by Council Member Mike Menden and seconded by Council Member Stephanie Fyten to approve a 1/3-2/3 cost sharing with the county for preliminary engineering. This cost sharing equates out to \$60,000 City responsibility and \$120,000 County responsibility. Motion carried unanimously.

**TAP LETTER OF INTENT:**

A motion was made by Council Member Mike Menden and seconded by Council Member Kyle Bednar to approve a Letter of Intent on a grant application for 20% matching grant segment 2 of the trail loop project. Motion carried unanimously.

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**HEIMENZ PROPERTY FEASIBILITY STUDY RECOMMENDATION:**

Park Board Member Todd Preimesberger was present on behalf of the Park Board to recommend moving forward with completing soil borings only currently.

**SOIL BORINGS:**

A motion was made by Council Member Mike Menden and seconded by Council Member Stephanie Fyten to have ITT and Braun both present bids based off the scope of the requirements. Director of Public Works/Parks & Rec Bob Otremba to contact both companies to request two proposals, one being just the borings and minimum analysis, and one being for the borings and a complete analysis and lab testing, to be brought forward at a future meeting. Motion carried unanimously.

**QUIT CLAIM DEED:**

A motion was made by Council Member Mike Menden and seconded by Council Member Kyle Bednar to approve a Quit Claim Deed with Farmers and Merchants Bank for the City to transfer Lot 2 Block 2 in Industrial Park to the bank. Motion carried unanimously.

A motion was made by Council Member Kyle Bednar and seconded by Council Member Mike Menden to approve a Quit Claim Deed with Farmers and Merchants Bank for the City to accept Lot 1 Block 2 in Industrial Park. Motion carried unanimously.

**INTERFUND LOAN RESOLUTION:**

A motion was made by Council Member Mike Menden and seconded by Council Member Kyle Bednar to approve Resolution #10092018-01 a Resolution approving no repayment for 2018 for the Golf Course Fund payment to the Electric Fund for the purchase of the Heimenz Property. Motion carried unanimously.

**PARK COMPLEX SUPERINTENDENT JOB POSTING:**

A motion was made by Council Member Mike Menden and seconded by Council Member Kyle Bednar to approve the job posting for the Park Complex Superintendent starting October 10, 2018 and running through November 2, 2018. Motion carried unanimously.

**SCHEDULE SPECIAL ASSESSMENTS PUBLIC HEARING:**

A motion was made by Council Member Kyle Bednar and seconded by Council Member Stephanie Fyten to schedule a public hearing for Special Assessments for the 2019 tax year for October 22, 2018 at 6:30 p.m. Motion carried unanimously.

**MOSQUITO SPRAYING BILLING METHOD:**

A motion was made by Council Member Mike Menden and seconded by Council Member Kyle Bednar to approve mosquito spraying being billed per meter to the property owner except for Multi-Family properties main meter, due to changes in the law that do not allow charging of renters. Motion carried unanimously.

**ELECTION JUDGE:**

A motion was made by Council Member Kyle Bednar and seconded by Council Member Mike Menden to approve Gilbert Statz as an election judge. Motion carried unanimously.

**DEPARTMENT REPORTS:**

**PUBLIC WORKS/PARKS REPORT:**

Director of Public Works/Parks Bob Otremba updated the council that the Golf Course is open intermittently weather dependent. Interim Parks Superintendent Zacharia Baert has passed his pesticide license. Electric Meter

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changeouts are approximately 35-40% complete with hopes of done, minus a few meters we are waiting for, by October 31<sup>st</sup>, 2018. The electric project at the school has been completed.

**ADMINISTRATION:**

Deputy Clerk Kari Tyson let the council know that City Administrator Nicole Nordlund is now on maternity leave through January 1<sup>st</sup>, returning January 2<sup>nd</sup>, 2019. Scott Saelr will be in one day a week to assist with financial reports such as payroll, claims, quarterlies, statement, etc. We have made it to round 3 for disaster funding and are eligible for \$10,000 in matching grants. More information will come as we learn more.

**FINANCIAL REPORTS:**

**CLAIMS:**

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve the claims in the amount of \$252,956.93. Motion carried unanimously.

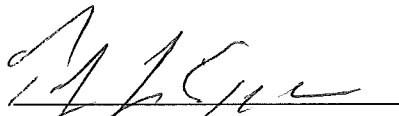
**TREASURER'S REPORT**

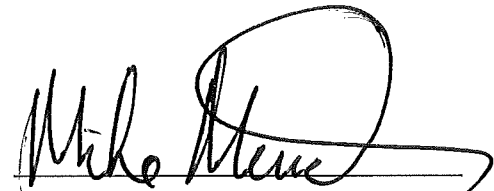
A motion was made by Council Member Kyle Bednar and seconded by Council Member Mike Menden to approve the Treasurer's Report for the month of September in the amount of \$1,028,867.49 Motion carried unanimously.

**UPDATES:** None.

**ADJOURNMENT:**

Meeting was motioned to adjourn at 8:33 p.m. by Council Member Kyle Bednar and seconded by Council Member Mike Menden. Motion carried unanimously.

  
Toby Egan, Mayor

  
Mike Menden, Council Member/Acting Mayor