

**CITY OF PIERZ**  
**Official Minutes of the Pierz City Council**  
**October 10, 2017**

**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 Mike Menden and seconded by Council Member Kyle Bednar to accept the minutes from the September 25, 2017 City Council Workshop meeting. Motion carried unanimously.

A motion was made by Council Member Stephanie Fyten and seconded by City Clerk Dave Fischer to accept the minutes from the September 25, 2017 Regular City Council meeting. Motion carried unanimously.

A motion was made by Council Member Stephanie Fyten and seconded by City Clerk Dave Fischer to accept the minutes from the October 2, 2017 City Council Workshop meeting with the update of the corrected date listed on the minutes. 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 additions of a FCC Agreement under the Electric Meters agenda item, Satisfaction of SCDP Loan Repayment, and a quote for a Turf Mower for the golf course. Motion carried unanimously.

**ELECTRIC METERS:**

A motion was made by City Clerk Dave Fischer and seconded by Council Member Mike Menden to accept the quote from HD Supply for a new electric metering system in the amount of \$92,965. Motion carried unanimously.

The Electric Committee had discussed the purchase in lengths and made a recommendation to the City Council on moving forward with this system. Bob Otremba, Public Works Director had received a few bids from different vendors. This system will be hand held and allow Otremba to drive around and gather meter reads versus walking around town. Install is anticipated for spring of 2018.

A motion was made by Council Member Mike Menden and seconded by Council Member Kyle Bednar to approve the FCC Notification for Spectrum Manager Lease Ownership Disclosure Information and Spectrum Lease Agreement. Motion carried unanimously.

**SATISFACTION OF LOAN REPAYMENT:**

A motion was made by Council Member Mike Menden and seconded by City Clerk Dave Fischer to approve the Satisfaction of Repayment Agreement for Jodi Melissa Allen Burgardt. Motion carried unanimously.

**GOLF COURSE TURF MOWER:**

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve the purchase of the Toro Turf Mower in the amount of \$50,145.14 pending approval of the Park Board. Motion carried unanimously.

Discussion was had regarding the mower. Park Board Chair Don Bujalski stated that the Park Board was not notified of the purchase. Council Member Mike Menden stated the Parks Superintendent demoed three different mowers and that this has been a discussion for the last 1-2 years.

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**PLANNING AND ZONING REPORT:**

A motion was made by City Clerk Dave Fischer and seconded by Council Member Kyle Bednar to approve the following permits:

Jenny Dalsted	Chain Link Fence	121 4 <sup>th</sup> Avenue Northwest
Meadow Ponds	New Garage	305 Ronald Avenue
Sarah Kittleson	Shed	314 Cassie Street

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

**TRI-CITY PAVING 2016 FINAL STREET PROJECT PAYMENT:**

A motion was made by Council Member Mike Menden and seconded by City Clerk Dave Fischer to approve the application for Payment No. 2 (FINAL) for the 2016 Street Improvements project in the amount of \$13,091.78. Motion carried unanimously.

**SHORT ELLIOTT HENDRICKSON INC (SEH):**

Scott Hedlund, SEH Engineer was present and held a discussion with the City Council regarding TAP Funding for Pierz Loop Trail for Segment 3. City Council Members directed staff to submit a letter of intent that will initiate the application process. The letter of intent is due the end of October. Nicole Smude, City Administrator to work with Scott Hedlund, SEH Engineer on the letter and process. Hedlund also discussed bringing forward a feasibility report approximately around \$10,000 for the property adjacent to the golf course.

**2017-2018 SNOW REMOVAL AGREEMENT:**

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve the 2017-2018 Snow Removal Agreement with Minnesota Department of Transportation (MnDOT). Motion carried unanimously.

**RESOLUTION 10022017-1 INTERFUND LOAN:**

A motion was made by Council Member Mike Menden and seconded by City Clerk Dave Fischer to table Resolution #10022017-1 Interfund Loan. Motion carried unanimously.

Further discussion was had on whether the City Council would like to make a repayment plan between funds. City Council directed Nicole Smude, City Administrator to double check with the state auditors on whether or not a resolution is needed if the City Council does not decide to do an inner fund loan.

**EXEMPT PERMIT APPLICATION:**

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Kyle Bednar to approve an exempt permit application for Father Pierz School of Religion to hold bingo on December 3, 2017. Motion carried unanimously.

**FEE SCHEDULE UPDATE:**

A motion was made by Council Member Kyle Bednar and seconded by Council Member Mike Menden to approve the fee schedule with the update under mailbox post to state actual cost versus a dollar amount. Motion carried unanimously.

**WORKSHOP MEETING:**

A City Council workshop meeting was scheduled for Monday, October 16, 2017 at 5:15 p.m.

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**DEPARTMENT REPORTS:**

**ADMINISTRATION REPORT:**

Nicole Smude, City Administrator discussed with the City Council possible upcoming ordinance amendments at the next council meeting.

**FINANCIAL REPORTS:**

**TREASURER'S REPORT:**

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Kyle Bednar to accept the Treasurer's Report for the month of September in the amount of \$1,227,071.59. Motion carried unanimously.

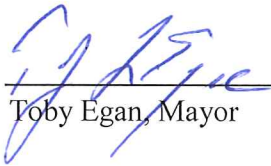
**CLAIMS:**

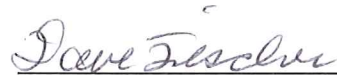
A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve the claims in the amount of \$140,134.52. Motion carried unanimously.

**UPDATES:** None.

**ADJOURNMENT:**

Meeting was motioned to adjourn at 7:47 p.m. by Council Member Mike Menden and seconded by Council Member Stephanie Fyten. Motion carried unanimously.

  
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Toby Egan, Mayor

  
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Dave Fischer, City Clerk