

**CITY OF PIERZ**  
**Official Minutes of the Pierz City Council**  
**City Council Workshop**  
**November 25, 2024**  
**6:00 PM**

**MEMBERS PRESENT:**

Mayor John Perleberg, Council Member Don Bujalski, Council Member Gary Berg, Council Member Jacque Johnson, City Clerk Sarah Fyten, and City Treasurer Kaye Stangl

**STAFF PRESENT:**

City Administrator Laura Wacker, and Police Chief Eric Hanneken

The workshop on November 25, 2024, was called to order by Mayor John Perleberg at 6:00 pm.

**CANNABIS ORDINANCE:**

Chief of Police Eric Hanneken has been working with the city attorney for Pierz to implement the Cannabis Ordinance by the December 9<sup>th</sup> meeting. Presenting to the council the amendment and the ordinance. The amending chapter 14 under the zoning ordinance states where the cannabis retailers can be within the City of Pierz. Reviewing the map that will be the pink section which is under highway/commercial. To define the manufacturing/cultivation that would be in the grey area which is under industrial. The low potency hemp manufacturing will also need to be in the industrial zone. The City of Pierz does not have agricultural land so there is not an area that we can have a manufacturing site.

The ordinance for cannabis and lower potency hemp edibles retailers states a lot of information but we will be putting in the max restrictions that we are able, meaning distance from school and daycares. Hanneken does have a question out to the attorney asking if the city needs to have an event in the city if requested. If we are ever forced to have one, we should have a time limit such as 11:00 am-2:00 pm. This would be independent to the city of Pierz to decide. City attorney also states that we should implement what the county puts in place.

Mayor Perleberg clarifies that on page 3, the registration and application procedure would be the same as Morrison County's. Page 4 regarding the annual compliance checks, that will be the Morrison County sheriff's department, Chief Hanneken spoke with Sheriff Larson and will assist with the annual checks. With the fee schedule the city of Pierz will likely do the same thing that the city of Annandale has in place.

Council Member Jacque Johnson asks if this would be for the THC drinks as well. Chief Hanneken states that it is not an ordinance for the liquid form.

City Administrator shares that the last page was the draft resolution that the county sent out for the city to defer to the county. This resolution will be at the public hearing on December 9.

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**EMPLOYEE HEALTH INSURANCE**

Mayor Perleberg states that the city is focusing on specifically the medical plan that is offered from ProResource. We will be planning on offering the employees 100% of PRO PEO Plan 5:3300-25% HSA single coverage. If the employee would want to add family or spouse, they would be required to pay the difference. ProResource will handle everything it is relatively hands off for the City Administrator to do. The HSA will be on the employee to add to if they want to. The HSA does not go away every year. A new employee will need to be employed 60 days and the 1<sup>st</sup> of the month following their 60 days they can enroll. Wacker will review with the LMC if we need to create a resolution for the December 9<sup>th</sup> meeting.

**FUND REVIEW/UPDATE**

Wacker shares the most recent cash balance statement with the council. Specifically, the fund accounting number, 710 Golf Course Expansion, has a negative balance. It is her understanding that she will need to create an interfund loan to potentially pull from the 600 Electric Fund. Come January 1<sup>st</sup> the golf course 700 and 710 fund will be combined to the 700 fund.

Council Member Johnson does state that we do need to do a \$0.00 payback resolution as well. This should be done every year. Johnson also recommends combining all the loans together, so it is one solid number for each fund. This will help start the paying back process. Council Member Don Bujalski does state that the land purchase was not intentionally purchased for the golf course it was not purchased for anything.

Wacker will create an interfund loan to take \$60,000 from the electric fund and put into the golf course expansion fund. She will also create the payback resolution to be prepared for the December 9<sup>th</sup> meeting.

City Clerk Sarah Fyten asks about the Biden Harris raise for salaried employees being paid overtime or adequately. Since that act is now not going through but we had budgeted for the increase will the city still be giving it to our employee. Mayor Perleberg states since it was conditional on the Biden Harris and that is no longer the employee, Toni, would receive the 2.5% increase like all the other full-time employees. It will remain in the budget.

**DESIGNATIONS AND APPOINTMENTS**

Mayor Perleberg requests that Wacker reach out to the people whose terms will be ending and ask if they would like to be reappointed. Also ask if the at large members would like to remain on their board/committee. It was brought to the councils attention that the cable access committee is not necessary and changing it to a social media committee would be ideal. Will update the times for the meetings that need it. Will plan to bring it to the regular council in January.

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**LMCIT 2025 PRICING**

Wacker shares that the pricing for RSG Training Cost Increase for 2025. It will be a 5% increase to ensure the ongoing sustainability of services and accounts for rising operational costs. It would be a total of \$1,638.

**2029 PARK AVE SIDEWALKS**

Wacker shares that she had sent in a letter of intent for a federal grant that will help with the instalment of sidewalks for safe routes to school. Since SEH did write it there is a cost to the city of about \$1,100. Mayor Perleberg does state that it is a great idea and likes the thought of the grant however it is to be noted that the City Administrator does not have the authority to move forward without the approval of the council. Council Member Bujalski does state that this letter of intent did need to be written out quickly with the fast-approaching due date and the public works committee did feel that it was appropriate to do. Wacker will bring to council tonight for approval to move forward writing the grant and utilizing SEH for that process.

**DEPARTMENT UPDATES AS NEEDED**

Wacker asks regarding the punch cards will they still be an item for customers. Yes, it will still be an option, but it will be brought to the Park Board for discussion and then to council for approval. The other question is if the seasonals will be getting the pass that was mildly discussed. This will also be brought to park board.

There was an email received from the SCDP stating that the city of Pierz has a PI balance of \$1,900. Wacker will investigate further and reach out to council via email.

There are some items in the employee handbook that need to be reviewed. Currently we state that we pay our employees their 30 min lunches. The council confirms that it is incorrect and needs to be unpaid 30 min lunches.

The handbook states that employees are only allowed to roll over 208 hours. There are some employees that will lose a bit of PTO. We want to encourage employees to take PTO. Chief Hanneken states that it would be nice to offer a one-time payout of up to 80 hours. It is hard for some employees to take PTO especially in the police department. Mayor Perleberg does not feel that it is a discussion to move forward with if another council member would like it brought forward they certainly may in the future.

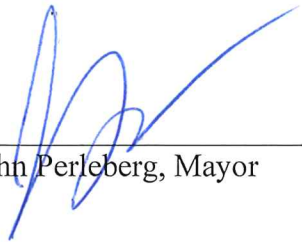
**ASSESSMENT DEFER APPLICATION**

Wacker shares that the city currently does not have a deferment application to offer residents. The council would like to continue to not move forward with creating an application at this time.

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**ADJOURNMENT:**

A motion was made by Council Member Don Bujalski and seconded by Council Member Sarah Fyten to adjourn the city council workshop at 6:58 pm. Motion carried unanimously.



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John Perleberg, Mayor



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Sarah Fyten, City Clerk