

CITY OF PIERZ
Official Minutes of the Pierz City Council
February 12, 2018

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

Members Absent: Dave Fischer and Kyle Bednar.

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 January 22, 2018 City Council meeting. Motion carried unanimously.

A motion was made by Council Member Mike Menden and seconded by Council Member Stephanie Fyten to accept the minutes from the January 30, 2018 Special City Council meeting. Motion carried unanimously.

APPROVAL OF AGENDA:

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to accept the agenda as presented. Motion carried unanimously.

FREEDOM FEST SPONSORSHIP:

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve a donation in the amount of \$500.00 to the Pierz Commercial Club for Freedom Fest. Motion carried unanimously.

Lloyd Boeder, Pierz Commercial Club Member and Freedom Fest Committee Member gave the Council an update on the 2018 Freedom Fest event. Boeder discussed with the City Council the need for more camping.

A motion was made by Council Member Mike Menden and seconded by Council Member Stephanie Fyten to approve primitive camping for Freedom Fest on the new city property adjacent from the golf course at the rate of \$60.00 for Friday and Saturday. Motion carried unanimously.

Further discussion was had regarding camping Boeder stated the shuttles would stop at the camp sites, Freedom Fest would provide portable toilets, and fire rings. The city and the Freedom Fest committee will work together to complete the campsites.

GOLF COURSE PRICING:

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve the 2018 updated complex rates:

2018 Complex Rates
Golf Course
Season Pass

Adult-Single	\$375.00
Married	\$500.00
College 19-22	\$250.00
Student 18 & Under	\$150.00
14 Round Punch Card (9 Holes)	\$160.00

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Green Fees

	Walking	With Cart
9 Holes Regular	\$13.50	\$21.00
9 Holes Saturdays and Holiday Weekends	\$14.50	\$22.00
18 Holes Regular	\$20.00	\$32.00
18 Holes Saturdays and Holiday Weekends	\$21.00	\$35.00
Senior Rate*-Weekdays until Friday @ 2:00p.m.	\$12.00	\$19.50

Trail Fees-Private Cart Non-Storage

9 Holes	\$5.00
18 Holes	\$9.00

Equipment Rental

Locker/Club Storage	\$25.00
Pull Cart	\$2.50
Club Rental	\$6.00

Golf Cart

9 Holes	\$15.00
18 Holes	\$24.00

Cart Storage

Gas Cart-2 Drivers	\$175.00
Electric Cart-2 Drivers	\$200.00
Extra Drivers-Per Person	\$80.00

*Must Be 60 Years of Age to Qualify for Senior Rate

Camping

Camping-Tent	\$20.00
Camping-RV or Pop-ups with Electric	\$35.00
Seasonal Camping (Includes Punch Card)	\$1,750.00

Park Shelters

South Park Shelter- Per Day	\$150.00
North Park Shelters-Per Day	\$175.00
Cleaning Retainer (Refundable if Clean)	\$75.00

With the recommendation of the Park Board, Motion carried unanimously.

Further discussion was had regarding seasonal camping. Don Bujalski, Park Board Chair explained to the City Council that current seasonal campers fee will go up gradually over three years, but any new seasonal campers will start at the \$1,750. Dan Baert, Parks Superintendent will inform seasonal campsites of the new changes, Baert will also be updating the contract form with Administrator Smude.

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MN JOINT POWERS AGREEMENTS:

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve Resolution #02122018-1 Approving State of Minnesota Joint Powers Agreements with the City of Pierz on Behalf of its City Attorney and Police Department. Motion carried unanimously.

A motion was made by Council Member Mike Menden and seconded by Council Member Stephanie Fyten to approve entering into the State of Minnesota Joint Powers Agreement Authorized Agency, Swift Contract #136891. Motion carried unanimously.

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve entering into the Court Data Services Subscriber Amendment to CJDN Subscriber Agreement. Motion carried unanimously.

CITY HALL REMODEL:

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve a change order for Plumbing Plus to change the sinks to automatic sinks per the state requirement. Motion carried unanimously.

A motion was made by Council Member Mike Menden and seconded by Council Member Stephanie Fyten to approve a change order for Kurtz Furniture to update linoleum flooring and add additional carpet. Motion carried unanimously.

2017 TRANSFER APPROVALS:

A motion was made by Council Member Mike Menden and seconded by Council Member Stephanie Fyten to approve the following transfers from 2017 for a total of \$523,227.94:

Electric MM-620336 Account (to Golf Course fund)	\$195,351.02
Golf Course MN-620336 Account (to Golf Course fund)	\$98,648.98
Golf Course MN-480459 Account (to Golf Course fund)	\$17,000
Dedicated Public Works Account (to Public Works General fund)	\$25,071.97

Year End Transfer to Dedicated Funds

City Hall	100-41400-570	\$	1,005.00
Clerk Software	100-41400-819	\$	225.00
Clerk	100-41400-335	\$	380.00
Police Vehicle	100-42100-550	\$	10,000.00
Police Software	100-42100-305	\$	1,000.00
Police Communication	100-42100-320	\$	1,500.00
Police Training	100-42100-308	\$	1,500.00

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Police Fuel & Lubricants	100-42100-212	\$ 1,500.00
Police Wages	100-42100-100	\$ 5,000.00
Public Works Building	100-43000-520	\$ 4,500.00
Public Works Tractor	100-43000-540	\$ 2,000.00
Public Works Skid loader	100-43000-540	\$ 96.97
Sweeper	100-43110-540	\$ 6,000.00
Snow Plow	100-43125-540	\$ 6,300.00
Public Works Trucks	100-43000-540	\$ 5,000.00
Fire Hydrants	100-42300-400	\$ 1,705.00
Fire Truck	200-42200-550	\$ 20,000.00
Bucket Truck	600-49550-540	\$ 3,000.00
PW Street Impr not used in 2017	100-43100-530	\$ 96,444.00
Golf Course Heavy Machinery	700-45275-540	<u>\$ 20,000.00</u>
Total Transfers		\$523,227.94

Motion carried unanimously.

2018 TRANSFER GOLF COURSE:

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve a transfer of \$30,145.14 from the dedicated fund into the golf course fund for the approved purchase of the Toro Mower from October 2017. Motion carried unanimously.

ANNUAL SAFETY COMMITTEE INSPECTIONS:

Mayor Toby Egan informed Council Member Stephanie Fyten and City Clerk Dave Fischer of their annual safety inspections that need to be done.

DEPARTMENT REPORTS:

GOLF COURSE REPORT:

Dan Baert, Parks Superintendent updated the City Council that most of the staff will be coming back this spring/summer, but will be looking for further staff and that picnic tables are ready and the trees are trimmed

PUBLIC WORKS REPORT:

Bob Otremba, Public Works, Superintendent updated the City Council that he has been busy with snow removal, plowing, washing and fixing equipment, updating the Electric Policy and plans to hold an electric committee meeting in the near future, working with MN Power on expanding territory,

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preparing for future crack sealing and future projects and that the Fire Department has sectioned off a piece in the shed at the public works shop.

POLICE DEPARTMENT REPORT:

Eric Hanneken, Police Chief presented the Annual 2017 Report.

ADMINISTRATION REPORT:

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve City Administrator attending the annual MCFOA Conference March 20-23. Motion carried unanimously.

Nicole Smude, City Administrator updated the City Council on the city hall remodel stating city hall will be closed February 14th due to the remodel, City Hall will also be closed February 19, 2018 for Presidents day, Smude informed the City Council of the TAP presentation that will be given on Wednesday, February 21st with Mayor Toby Egan at NJPA in Staples.

FINANCIAL REPORTS:

TREASURER'S REPORT:

A motion was made by Council Member Mike Menden and seconded by Council Member Stephanie Fyten to accept the Treasurer's Report for the month of January in the amount of \$1,028,834.38. Motion carried unanimously.

CLAIMS:

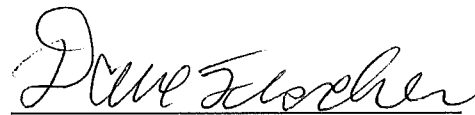
A motion was made by Council Member Stephanie Fyten and seconded by Mayor Toby Egan to approve the claims in the amount of \$250,481.73. Motion carried unanimously.

UPDATES: None.

ADJOURNMENT:

Meeting was motioned to adjourn at 7:36 p.m. by Council Member Stephanie Fyten and seconded by Council Member Mike Menden. Motion carried unanimously.


Toby Egan, Mayor


Dave Fischer, City Clerk