

CITY OF PIERZ
Official Minutes of the Pierz City Council
City Council Meeting
March 25th, 2024
7:00 PM

MEMBERS PRESENT: Mayor John Perleberg, Council Member Don Bujalski, Council Member Jacque Johnson, Council Member Gary Berg, City Clerk Sarah Fyten

STAFF PRESENT: City Administrator Laura Wacker, Park Complex Superintendent Zach Baert, Golf Course Manager Toni Meyer

APPROVAL OF MINUTES:

A motion was made by the Council Member Gary Berg and seconded by Council Member Don Bujalski to approve the Regular City Council Meeting Minutes from March 11th, 2024. Motion carried unanimously.

ADDITIONS TO THE AGENDA:

There were no additions to the agenda.

APPROVAL OF AGENDA:

A motion was made by Council Member Don Bujalski and seconded by Council Member Gary Berg to approve the agenda. Motion carried unanimously.

PUBLIC HEARING – FLOODPLAIN ORDINANCE:

A motion was made by Council Member Don Bujalski and seconded by Council Member Sarah Fyten to close the Regular City Council Meeting. Motion carried unanimously.

The public hearing meeting minutes are recorded separately.

A motion was made by Council Member Jacque Johnson and seconded by Council Member Sarah Fyten to close the Public Hearing Meeting. Motion carried unanimously.

A motion was made by Council Member Jacque Johnson and seconded by Council Member Don Bujalski to open the Regular City Council Meeting. Motion carried unanimously.

A motion was made by Council Member Jacque Johnson and seconded by Council Member Don Bujalski to approve and adopt the Floodplain Ordinance. Motion carried unanimously.

PLANNING AND ZONING/BUILDING PERMIT APPLICATIONS:

Small accessory structure permit for seasonal spot number one. The planning and zoning meeting approved.

A motion was made by Council Member Don Bujalski and seconded by Council Member Gary Berg to approve the Small Accessory Structure Permit on Seasonal Site number 1. Motion carried unanimously.

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MAYOR FOR A DAY CONTEST:

Grace Bridewell presented her mayor of the day essay and received \$10.00 in Pierz bucks.

CLEAN UP DAY 5/18/24:

There will be an aluminum can drop off, clothing drop off, information on hazards waste drop off, the brush gate will be open. The drop off will run 8:00-10:00 am. There will be a \$5 weekly budget to advertise on Facebook and it will be advertised in the Morrison County Record. The garage sale days are May 15th-18th.

A motion was made by Council Member Jacque Johnson and seconded by Council Member Gary Berg to approve postings for the cleanup day on Facebook and the Morrison County Record. Motion carried unanimously.

PAPER STORM CLEAN UP DAY:

There is an option for a paper shredding company to come from 8:00-10:00 am for \$725. The city will not participate in a paper cleanup day.

CDL REIMBURSEMENT:

The city wanted Bradley Dehler to pick up a Class B license. He can get a Class A license for nearly the price of a class B. The best price of a Class A is \$4800. The city will reimburse him \$3,750, the cost of a Class B, upon proof of passing/receiving his license. If he works for the city for 5 years, he does not need to pay anything back. If he quits within that time, he will be pay back the percentage not worked. The percentage forgiven will be documented on his wage increase every year.

A motion was made by Council Member Gary Berg and seconded by Council Member Sarah Fyten to approve reimbursing Bradley Dehler \$3,750 when he attains his license stating that he will pay back \$750 a year or \$63.33 per month if he quits before 5 years. Motion carried unanimously.

EMPLOYEE CHANGES TO SALARY:

Eric Hanneken will remain salary but will no longer attain comp time. Park Complex Superintendent Zach Baert, Golf Course Manager Toni Meyer, and Public Works Supervisor Eric Gaffke will go to salary exempt with no comp time as of March 25th, 2024. Salary employees will report to the City Administrator. Eric Gaffke will receive a wage increase since his job responsibilities are increasing. Each job description has been updated.

A motion was made by Council Member Jacque Johnson and seconded by Council Member Sarah Fyten to accept the new roles with the salary exempt employees beginning effective date March 25th, 2024. Motion passed with council members Johnson, Fyten, and Perleberg voting in favor, and council member Bujalski and Berg voting against.

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CELL PHONE:

There will be a cell phone provided for the following departments Public Works (1), Park Complex (2) and Clubhouse (1) through Verizon. The City Administrator will receive a phone that the Deputy Clerk will be responsible for when the City Administrator is gone. It is recommended to add insurance on the phones for an additional \$11 per phone. A phone case needs to be purchased for \$20.00 or less each. The handbook needs to be updated with the new cell phone policy.

A motion was made by Council Member Jacque Johnson and seconded by Council Member Gary Berg to approve a cell phone for the following departments: 1 for Public Works, 2 for the Park Complex, 1 for the Clubhouse, and 1 for the City Administrator along with insurance on all and a standard phone case.

BRIDGE PROJECT:

The new bridge down by Pierz Park will be standard.

A motion was made by Council Member Don Bujalski and seconded by Council Member Sarah Fyten to approve the standard bridge by Pierz Park provided with a walkway. Motion carried unanimously.

2024 STREET IMPROVEMENT PROJECT ESTIMATES:

There were seven bids. The low bid was Kuechle Underground for \$2,082,117.23. The next step is construction, and no other Public Hearings need to be held until the final assessment scheduled for November 2024.

A motion was made by Council Member Jacque Johnson and seconded by Council Member Gary Berg to approve the bid with the contractor Kuechle Underground Inc. for \$2,082,117.23. Motion carried unanimously.

There are specific state statues for the 2024 Street Improvement Project for borrowing money and how to do it. A Public Hearing for Tax Abatement will take place April 22nd, 2024, to proceed with electrical components.

A motion was made by Council Member Jacque Johnson and seconded by Council Member Gary Berg to approve a Public Hearing Meeting on April 22nd, 2024, for Tax Abatement. Motion carried unanimously.

Recommendations letter is borrowing \$2,855,000, approximately \$1,385,000 borrowed under the 429 authorities, \$910,000 under general obligation tax abatement bonds, and \$560,000 under utility revenue bonds. In December the city created a framework for the levy target and budget target to pay the debt service, which aligns well with the bondage. There is a set sale resolution that needs to take place that says we want to empower David Jones and Associates to move forward with the project. The sale platform for bids is built from a market issue, is rated, then receives bids from an interest rates perspective. The award will be on May 13th. The city of Pierz has not been rated in a while. It is a financial component S&P will do. They review financials, policies, procedures, and audits. There will be a call in April asking questions ranging from economy, policies, procedures, and year-to-date budget.

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A motion was made by Council Member Jacque Johnson and seconded by Council Member Don Bujalski to approve the Set Sale Resolution for borrowing. Motion carried unanimously.

PARK COMPLEX SUPERINTNDANT – ZACH BAERT:

There are two new hires. Charlie Weber will work as needed for \$15/hour. Evangelin Baert will work as needed for \$11/hour.

A motion was made by Council Member Don Bujalski and seconded by Council Member Gary Berg to approve the hire of Charlie Weber working for \$15/hour. Motion carried unanimously.

A motion was made by Council Member Jacque Johnson and seconded by Council Member Sarah Fyten to approve the hire of Evangelin Baert working for \$11/hour. Motion carried unanimously.

A suggestion is adding a sidewalk with the bridge project or when they redo the road. There are six applications for the higher-level position and still looking for a high school student as full-time positions.

CLUBHOUSE MANAGER – TONI MEYER:

There are three new hires. Corrine Decker, Marissa Otremba, and Courtney Kroll will be hired at \$13/hour.

A motion was made by Council Member Sarah Fyten and seconded by Council Member Jacque Johnson to approve the hire of Corrine Decker, Marissa Otremba, and Courtney Kroll will be hired at \$13/hour. Motion carried unanimously.

The floor is repaired. The breakers kept breaking last year, so West Buckman gave a quote of \$2,500 for three new circuits in the backroom and an outlet for the front of the clubhouse.

A motion was made by Council Member Jacque Johnson and seconded by Council Member Sarah Fyten to approve the quote of West Buckam adding new circuits and outlets in the clubhouse. Motion carried unanimously.

The Pierz Band would like to get the park shelters donated on May 5th, 2024, for the Pierz High School Band Concert. The water may not be available. If they need bathrooms, they are responsible for getting their own porta potties.

A motion was made by Council Member Sarah Fyten and seconded by Council Member Jacque Johnson to approve the donation of the park Shelters on May 5th, 2024, for the Pierz High School Band. Motion carried unanimously.

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UPDATES:

Horizon Health asked for a \$1,000 donation for 2024.

A motion was made by Council Member Jacque Johnson and seconded by Council Member Don Bujalski to approve \$1,000 for the Horizon Health donation. Motion carried unanimously.

There is \$2,300 left in the donation budget, so any nonprofits the city has donated to should submit their donation request for 2024.

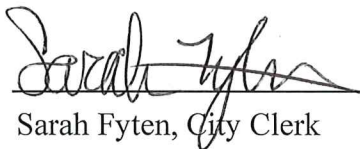
The pay equity report is complete. The city is compliant.

ADJOURNMENT:

A motion was made by Council Member Don Bujalski and seconded by Council Member Sarah Fyten to adjourn the city council meeting at 8:24 pm. Motion carried unanimously.



John Perleberg, Mayor



Sarah Fyten, City Clerk