

**CITY OF PIERZ**  
**Official Minutes of the Pierz City Council**  
**April 13th, 2020**  
**7:00 PM**

**Members Present:** Dave Fischer, Jacque Ballou, Don Bujalski, Lynn Egan, Kyle Bednar, Linda Sczublewski

**Staff Present:** Bob Otremba, Eric Hanneken

The City Council meeting was called to order at 7:00 p.m. by “zoom” teleconference by Mayor Dave Fischer.

**APPROVAL OF COUNCIL MINUTES:**

A motion was made by Council Member Jacque Ballou and seconded by Council Member Don Bujalski to approve the March 23<sup>rd</sup>, 2020 City Council meeting minutes. Roll Call Vote: Council Member Lynn Egan – Aye, Council Member Don Bujalski – Aye, City Clerk Kyle Bednar – Aye, Council Member Jacque Ballou – Aye, Mayor Dave Fischer – Aye. Motion carried.

**ADDITIONS TO THE AGENDA:**

None.

**APPROVAL OF AGENDA:**

A motion was made by Council Member Don Bujalski and seconded by Council Member Jacque Ballou to approve the agenda as presented. Roll Call Vote: Council Member Lynn Egan – Aye, Council Member Don Bujalski – Aye, City Clerk Kyle Bednar – Aye, Council Member Jacque Ballou – Aye, Mayor Dave Fischer – Aye. Motion carried.

**CONDITIONAL USE PERMIT APPLICATION – JASON MEYER**

A motion was made by Council Member Jacque Ballou and seconded by Council Member Lynn Egan to approve a conditional use permit application for Jason Meyer at 232 Main St S to operate a used car lot with the following conditions:

1. No loading or unloading of cars on Main St or Kapsner St.
2. No cars intended for sale are to be parked on Main St or Kapsner St.
3. No cars intended for sale are to be parked on the right of way.
4. No tires, car parts or any other materials are to be placed outside of the building.
5. No cars not intended for immediate sale other than employees or customers will be on the lot.

Roll Call Vote: Council Member Lynn Egan – Aye, Council Member Don Bujalski – Aye, City Clerk Kyle Bednar – Aye, Council Member Jacque Ballou – Aye, Mayor Dave Fischer – Aye. Motion carried.

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**BUILDING PERMIT APPLICATIONS:**

A motion was made by Council Member Lynn Egan and seconded by Council Member Don Bujalski to approve the following building permit applications with the following conditions:

1. Red's Auto - 104 1<sup>st</sup> Ave N – Sign. Condition- No flashing lights
2. Scott Benoit – 121 1<sup>st</sup> Ave NE – Garage Addition. Condition – The plan is approved by the building inspector.
3. Bill VandenAvond – 525 Robert St. S – Temporary Garage. Condition – structure is removed by October 15<sup>th</sup>, 2020

Roll Call Vote: Council Member Lynn Egan – Aye, Council Member Don Bujalski – Aye, City Clerk Kyle Bednar – Aye, Council Member Jacque Ballou - Aye, Mayor Dave Fischer – Aye. Motion carried.

**HILLMAN CREEK RESTORATION GRANT AWARD:**

A motion was made by Council Member Don Bujalski and seconded by Council Member Jacque Ballou to approve moving forward with the Hillman Creek Restoration project. Roll Call Vote: Council Member Lynn Egan – Aye, Council Member Don Bujalski – Aye, City Clerk Kyle Bednar – Aye, Council Member Jacque Ballou - Aye, Mayor Dave Fischer – Aye. Motion carried.

**CLUBHOUSE TABLE AND CHAIRS:**

A motion was made by Council Member Don Bujalski and seconded by City Clerk Kyle Bednar to approve the purchase of new tables and chairs for the clubhouse in the amount of \$2,918.07. Roll Call Vote: Council Member Lynn Egan – Aye, Council Member Don Bujalski – Aye, City Clerk Kyle Bednar – Aye, Council Member Jacque Ballou - Aye, Mayor Dave Fischer – Aye. Motion carried.

**RESCHEDULE MAY 25<sup>TH</sup>, 2020 CITY COUNCIL MEETING:**

A motion was made by Council Member Jacque Ballou and seconded by Council Member Lynn Egan to reschedule the May 25<sup>th</sup>, 2020 city council meeting to Wednesday, May 27<sup>th</sup>, 2020. Roll Call Vote: Council Member Lynn Egan – Aye, Council Member Don Bujalski – Aye, City Clerk Kyle Bednar – Aye, Council Member Jacque Ballou - Aye, Mayor Dave Fischer – Aye. Motion carried.

**DONATION OF RADIAL ARM SAW – FAITH IN ACTION:**

A motion was made by Council Member Lynn Egan and seconded by Council Member Don Bujalski to approve donating a radial arm saw to the Horizon Health Faith in Action program. Roll Call Vote: Council Member Lynn Egan – Aye, Council Member Don Bujalski – Aye, City Clerk Kyle Bednar – Aye, Council Member Jacque Ballou - Aye, Mayor Dave Fischer – Aye. Motion carried.

**SMALL CITIES DEVELOPMENT PROGRAM AND MINNESOTA IMPROVEMENT FUNDS:**

The council discussed the opportunity to use SCDP and MIF funds to create a loan/grant program that would be available to businesses during the Covid 19 pandemic. Staff is researching how these funds can be used. The council discussed the possibility of a temporary discount on utilities for residents and businesses for relief during the Covid 19 pandemic. Staff will prepare utility financial information for the council to analyze.

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**DEPARTMENT REPORTS:**

Police Chief Eric Hanneken updated the council on purchases that he has been making to prepare the City of Pierz for the Covid 19 pandemic as the City's Emergency Manager. Purchases of gloves, masks, and other PPE have been made in preparation.

City Administrator Bob Otremba updated the council on the park complex and food shelf remodel project.

**FINANCIAL REPORT:**

The Monthly Bank Reconciliation Statement was presented by City Treasurer Linda Sczublewski. A motion was made by Council Member Jacque Ballou and seconded by Council Member Don Bujalski to approve the Monthly Bank Reconciliation Statement. Roll Call Vote: Council Member Lynn Egan – Aye, Council Member Don Bujalski – Aye, City Clerk Kyle Bednar – Aye, Council Member Jacque Ballou - Aye, Mayor Dave Fischer – Aye. Motion carried.

A motion was made by Council Member Lynn Egan and seconded by Council Member Jacque Ballou to approve the claims for the month of \$230,130.13. Roll Call Vote: Council Member Lynn Egan – Aye, Council Member Don Bujalski – Aye, City Clerk Kyle Bednar – Aye, Council Member Jacque Ballou - Aye, Mayor Dave Fischer – Aye. Motion carried.

**UPDATES:**

None

**ADJOURNMENT:**

A motion was made by Council Member Don Bujalski and seconded by Council Member Jacque Ballou to adjourn at 8:15 pm. Roll Call Vote: Council Member Lynn Egan – Aye, Council Member Don Bujalski – Aye, City Clerk Kyle Bednar – Aye, Council Member Jacque Ballou - Aye, Mayor Dave Fischer – Aye. Motion carried.



Dave Fischer, Mayor



Kyle Bednar, City Clerk