

CITY OF PIERZ
Official Minutes of the Pierz City Council
City Council Meeting
April 22nd, 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 and Golf Course Manager Toni Meyer

APPROVAL OF MINUTES:

A motion was made by the Council Member Don Bujalski and seconded by Council Member Gary Berg to approve the Special City Council Meeting Minutes from April 8th, 2024. Motion carried unanimously.

ADDITIONS TO THE AGENDA:

- Grace- Library
- EDA Loan Recommendation

APPROVAL OF AGENDA:

A motion was made by Council Member Don Bujalski to approve the agenda with the addition. Motion carried unanimously.

PLANNING AND ZONING/BUILDING PERMIT APPLICATIONS:

Concrete Permit- James Herold 317 1st Ave SE wants to replace front steps.

Concrete Permit- Jack Hoheisel 330th Main St South wants to add a 58' sidewalk and 9' piece of private curb.

Small Accessory Permit- Danielle Miller wants a 8' X 20' temporary storage container on 310 Ave NW #2 in the Mobile Home Park. The request is 60 days or less and it will be removed by May 30th, 2024.

Concrete Permit- Richard Henry 320 Park Ave SE wants a 9' X 24' sidewalk and patio the goes into Kamnic Street. It will end 9' from the curb.

Concrete Permit- Rodney Boser 615 Park Ave SE wants a 13' X 46' driveway and parking area South of his house.

Residential Fence Permit- ISD #484 wants a 42" tall chain link fence 372' long. Parts of the fence will go along Kamnic street, behind the football fields, and in between the tennis courts and school. Permit must be signed.

Residential Fence Permit- Donald Gilson 230 Park Ave SE wants a 5' vinyl chain link fence on the East and South side of his property. The neighbors on the South side need to sign an approval for the fence before it is put in. The fence needs to stay on his property line.

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A motion was made by Council Member Jacque Johnson and Seconded by Council Member Don Bujalski to approve all the Planning and Zoning Permit Requests. Motion carried unanimously.

PUBLIC HEARING FOR THE 2024 STREET AND UTILITY TAX ABATEMENT:

The Public Hearing Minutes are recorded separately.

DONATION REQUEST FOR THE PIERZ LEGION PARK BOARD:

The baseball fields are used daily and host many tournaments. This brings in people from outside of the community to increase sales for local businesses. Fox 9 will feature the ballpark and the city on Wednesday June 19th for their town ball tour. The city has donated \$1,000. They have donated \$600 towards signs in 2024. The donated money is used for field maintenance and improvements. The city will donate \$400.

A motion was made by Council Member Jacque Johnson and Seconded by Council Member Don Bujalski to approve a \$400 donation request to the Pierz Legion Park Board. Motion carried unanimously.

GRACE – LIBRARY:

The Pierz Public Library would like the city to donate two mats for under their rolling chairs at their desks. The cost at Walmart is \$27.93 and on Amazon they are \$36.

A motion was made by Council Member Sarah Fyten and Seconded by Council Member Gary Berg to approve up to a \$100 donation budget on the two mats needed at the Pierz Public Library. Motion carried unanimously.

EDA Request:

Waves and Wood LLC made a request for the city to do an EDA loan with them. It would be 10% of their total cost. The current total cost is \$232,620, so 10% would be \$23,262. It would be for a maximum term of 10 years. The interest rate would be 60% of the wall street journal, which is at 5.1% today. A recommendation from the lawyer is to do some updating. The last time it was updated is 2016. In 2021 there was also a 10% loan of their overall cost. They wanted a loan of \$49,000, so they will need to find an additional funding source. Eventually the city will need their bank letter.

A motion was made by Council Member Gary Berg and Seconded by Council Member Sarah Fyten to approve passing on continued updates to the policy. Motion carried unanimously.

CLUBHOUSE DIRECTOR UPDATES:

Lydnsey Strohmeier, Gracie Gaul, and Alana Rocheleau were interviewed and need approval to hire them at \$13/hour.

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A motion was made by Council Member Jacque Johnson and Seconded by Council Member Sarah Fyten to approve Lydnsey Strohmeier, Gracie Gaul, and Alana Rocheleau for \$13/hour at the Clubhouse. Motion carried unanimously.

On Thursday painting in the bathroom shelter will be completed then the water will be turned on. The clubhouse is ready for the season and there have been a lot of tee times, so it is off to a good season. There needs to be a job description for the rangers and a wage for the rangers. During the winter season a job description also needs to be made for a beverage cart position.

CITY ADMINISTRATOR UPDATES:

The ground crew has been busy with planting trees and maintaining golf carts. The newest hire Zayne began working.

There was a thank you letter from Horizon Health for the city's donation.

The city of Pierz will be hosting the Morrison County collaborative meetings the first Wednesday of the month in May and June in the Pierz Fire Hall. It is typically mayors that attend, but council members may attend.

The city was granted an extension until June 14th for the audit.

On April 16th there was a meeting for the 2024 City Street Project. Newsletters will be arriving to residents in the project area this week. Tree clearing is scheduled for Wednesday weather pending. Surface removals will start next week for Casey Alley, First Avenue Northeast, and Peter Avenue. Surface removals for First Avenue Southwest and Summer Street will depend on small utilities but estimated to start May 13th. Updates will be at the next council meeting. The newsletter will be posted on Facebook.

The Parks Complex, Clubhouse, Public Works, and City Administrator have all received their new phones and cases.

The Treasurer position is still open.

COUNCIL REPORTS:

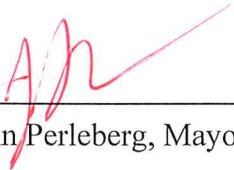
Sarah has been doing both positions since January. Combining the position needs an ordinance passed and another ordinance passed once the position is split again. It is not recommended to pass the ordinance but keep doing their due diligence of filling the position. Sarah should be paid ½ the treasurer's salary onto of the clerk salary. She should be retro paid from January until the position is filled then she will go back to the clerk pay.

A motion was made by Council Member Jacque Johnson and Seconded by Council Member Gary Berg to approve Sarah be paid half the Treasurer salary retro to January and ongoing until the position is filled or elected. Motion carried unanimously.

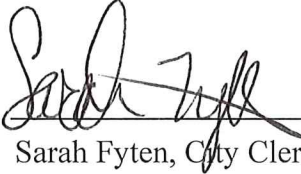
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ADJOURNMENT:

A motion was made by Council Member Don Bujalski and seconded by Council Member Gary Berg to adjourn the city council meeting at 8:10 pm. Motion carried unanimously.



John Perleberg, Mayor



Sarah Fyten, City Clerk