

**CITY OF PIERZ**  
**Official Minutes of the Pierz City Council**  
**City Council Meeting**  
**April 27, 2026**  
**7:00 PM**

**MEMBERS PRESENT:** Mayor John Perleberg, Council Member Don Bujalski Council Member Lynn Egan, Council Member Gary Berg, City Clerk Sarah Fyten

**ABSENT:** City Treasurer Kaye Stangl

**STAFF PRESENT:** Laura Wacker City Administrator, Fire Chief Dan Rocheleau, Andy Leidenfrost Clubhouse Lead, Rick Wacker Public Works

**COUNCIL PROTOCOL:**

The City Council Members are here to serve the City of Pierz. We expect respectful conduct at all times. Slander or inappropriate language will not be tolerated. Please speak only when addressed, one person at a time. Each speaker has a 5-minute time limit. We thank you for your cooperation.

**APPROVAL OF MINUTES:**

A motion was made by Council Member Lynn Egan and seconded by Council Member Don Bujalski to approve the regular city council meeting minutes from April 13, 2026, as is. Motion carried unanimously.

**ADDITIONS/EDITS TO AGENDA:**

**APPROVAL OF AGENDA:**

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

**2025 CITY AUDIT REVIEW:**

Ashley Meagher, CPA from Schlenner and Wenner presented the 2025 City Audit Review. She distributed three documents and explained that the top document summarizes the other two.

Ashley reviewed the audit process and reported that the City received an unmodified (clean) audit opinion, the highest level of assurance. She noted the audit went smoothly, with no missing documentation, unusual transactions, or concerns with accounting practices. No significant estimates were required due to the City operating on a cash basis.

Under required communications, Ashley stated there were no compliance issues with Minnesota legal requirements. The audit did include standard findings, such as a lack of segregation of duties, which is common for cities of similar size and not considered unusual.

Financial highlights for 2025 included:

- The General Fund increased by approximately \$110,000, ending at about \$1.6 million.
- Receipts decreased slightly from 2024, while disbursements remained relatively stable.
- Changes in revenues were largely due to shifts in tax allocation toward debt service, fluctuations in permits, and grant funding.
- Disbursement changes were primarily related to staffing and prior-year one-time expenses.

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Ashley explained that the unassigned fund balance decreased to 44.9%, primarily due to more funds being assigned for specific future purposes. She emphasized that the overall fund balance increased and remains healthy. Discussion occurred regarding possibly updating the City's fund balance policy to reflect both assigned and unassigned balances.

The Council discussed the positive financial trend over the past five years, noting improved financial health and the ability to set aside funds for future needs.

Ashley also reviewed other funds:

- Fire Fund increased slightly.
- 2024 Street Improvement Fund decreased as expected due to project spending.
- 2024 Debt Service Fund increased with the start of debt payments.
- Non-major funds showed minor changes, with potential consolidation of capital project funds discussed.

Enterprise funds showed overall improvement:

- Electric, Storm Water, and Solid Waste funds all saw increases.
- The Golf Course Fund showed a negative balance due to expansion costs, but operations are trending positively.

Ashley reviewed the City's outstanding debt, noting:

- The 2024A bond is the largest obligation.
- The public works building contract will be paid off by 2027.
- The MnDOT loan is expected to be paid off by 2029.

Ashley concluded that the City's financial position is strong and has improved over recent years due to implemented recommendations and sound financial management.

A motion was made by Council Member Lynn Egan and seconded by Council Member Sarah Fyten to approve the 2025 city audit. Motion carried unanimously.

**PLANNING AND ZONING:**

Toby Egan – 305 Park Ave SW – Concrete Permit  
Dan Loscheider - 385 Cody Court - Garage Addition  
Corey Egan-302 Cassie St.-Concrete Permit

A motion was made by Council Member Gary Berg and seconded by Council Member Don Bujalski to approve the planning and zoning request(s) as recommended. Motion carried unanimously with Council Member Egan abstaining. *Noted that Planning and Zoning member Lynn Egan abstained from voting at the P&Z meeting and council meeting.*

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**RESOLUTIONS:**

#2026-0427-1 Accepting Donations for the Pierz Park Playground

A motion was made by Council Member Lynn Egan and seconded by Council Member Gary Berg to approve resolution #2026-0427-1 accepting donations for the Pierz Park Playground. Motion carried unanimously.

**EXEMPT PERMIT ST. JOSEPH'S CHURCH BIZARRE 8/2/26:**

A motion was made by Council Member Gary Berg and seconded by Council Member Lynn Egan to approve the exempt permit for St. Joseph's Church 8/2/26. Motion carried unanimously.

**GROUND CREW HIRE:**

Council discussed filling the upcoming vacancy with Brad Dehler's last day set for May 5, 2026. It was recommended reposting the position as-is, which had already been included in the weekly update.

Discussion focused on the proposed pay range of \$22-\$32/hour. Some council members expressed concern about posting above the current wage of existing staff, while others supported keeping the full range to remain competitive and avoid limiting applicants. It was noted that starting wages are determined based on qualifications and are not necessarily at the top of the range.

Council also discussed hiring practices, internal equity, and the option to revisit compensation if a highly qualified candidate is identified.

A motion was made by Council Member Lynn Egan and seconded by Council Member to approve posting for the position open until filled along with the hiring committee be determined at the next Park Committee meeting. Motion carried unanimously.

A motion was made by Council Member Lynn Egan and seconded by Council Member Sarah Fyten to post for the Lead Grounds Crew position with a pay range of \$22-\$32. Motion carried unanimously.

**DEPARTMENT UPDATES:**

**Fire Department:**

Fire Chief Rocheleau shares that Jason Leeb submitted his resignation after 20+ years of service. He was recognized as a valuable member of the department.

A motion was made by Council Member Lynn Egan and seconded by Council Member Don Bujalski to accept Jason Leeb's retirement as of April 9, 2026. Motion carried unanimously.

Chief Rocheleau also reported that another member, Phil Scribner, intends to submit his resignation at the next meeting, May 11, and will address the Council at that time. Noting the department currently has 27 members, above the target of 20, and does not plan to recruit immediately. Future recruitment would likely occur during the winter months.

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The department was awarded a Minnesota DNR grant to assist with the purchase of new firefighting shirts, with remaining costs covered by the department/charitable gambling funds.

**Public Works Department:**

Director of Public Works Rick Wacker, started with a thank you to Tyler for his work covering duties, noting the City looked well maintained.

- Staff reported both pickups were sold. Additional items are pending auction.
- Planters were delivered to the school for the horticulture class to plant Main Street flowers. Installation of planters, benches, and banners will begin soon, weather permitting.
- Pothole patching has started, focusing on larger areas, with additional work planned.
- An update was provided on the Main Street light pole replacement, expected mid-June, and a second pole has been ordered for future needs.
- A damaged stop sign near the clinic is being removed by the responsible party.

**Clubhouse:**

Clubhouse Lead Andy Leidenfrost shares:

- Golf course is being prepared for opening; kitchen scheduled to open pending weather conditions due to wet grounds.
- Basketball court project update pending; more information to be provided at next meeting.
- Council approved renewal of Hellie Field banner advertisement for \$400 for a two-year term.
- Tournament scheduling is underway; two additional tournaments added compared to last year.
- Multiple school golf meets postponed due to weather.
- Course conditions are very wet, impacting tee times, cart usage, and league play.
- Staff will continue to adjust operations based on weather conditions and provide updates as needed.
- Early season activity has been strong, with solid membership sales and some camper usage already underway.

**Golf Course:**

Council member Gary Berg shares that MTI who is servicing our lawn mower to put on the new deck are running into issues. We approved in January 12<sup>th</sup> \$26,715.47 for the new deck and a tune up. It has been discovered that the rear gear box and axle need to be replaced, it will not make it through the summer if we leave it. Estimate for replacement and repair is an additional \$6471.38. Making it a grand total of approximately \$33000. There is \$30,000 in the heavy machinery acct. The additional \$3,000 should come out of the professional services acct.

A motion was made by Council Member Sarah Fyten and seconded by Council Member Lynn Egan to approve the additional repairs and the portion that goes over the heavy machinery budget to come out of professional services. Motion carried unanimously.

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**CITY ADMINISTRATOR:**

Reminders:


- Garage Sale Days May 13-May 16
- Clean Up Day May 16, from 8:00-10:00 am

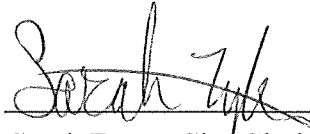
**COUNCIL UPDATES:**

Council Member Sarah Fyten shares her concerns about the limited use of the ice rink at the Billing Park. She suggested we consider whether to continue flooding it or explore alternative uses for the space, including possible expansion of memorial features. Council agreed to keep the topic for future discussion, with no immediate action taken.

**ADJOURNMENT:**

A motion was made by Council Member Don Bujalski seconded by Council Member Sarah Fyten to adjourn the city council meeting at 8:03 pm. Motion carried unanimously.

  
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John Perleberg, Mayor

  
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Sarah Fyten, City Clerk