

CITY OF PIERZ
Official Minutes of the Pierz City Council
City Council Meeting
April 8th, 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, Director of Public Works Eric Gaffke, Golf Course Director Toni Meyer

APPROVAL OF MINUTES:

A motion was made by the Council Member Gary Berg and seconded by Council Member Sarah Fyten to approve the Regular City Council Meeting Minutes from March 25th, 2024. Motion carried unanimously.

ADDITIONS TO THE AGENDA:

Mayor John Perleberg added the Parks tree replacement.

APPROVAL OF AGENDA:

A motion was made by Council Member Gary Berg and seconded by Council Member Jacque Johnson to approve the agenda with the addition. Motion carried unanimously.

DONATION REQUEST:

The Pierz Legion Park Board has reached out to request a donation from the City for the Legion Ball Park, Inc. In the past the City has donated a \$1000.00. The Mayor John Perleberg would like to donate \$600 for the outside banner to advertise the Golf Course and the next year donate \$400 for the inside banner. The City would plan to do this every year. Council Member Jacque Johnson states that if we are planning to advertise that we should do the banner out of the advertisement budget and a separate donation out of the donation budget. Council Member Gary Berg asks if the donation and advertisement go to the same bank for the legion. Berg feels that it is important with the upcoming opening of the new 9-hole golf course that we start advertising now. Golf Course Director, Toni Meyer, is okay with splitting the \$600.00 banner/donation out of the Golf Course advertising budget. A motion was made by Council Member Gary Berg and seconded by City Clerk Sarah Fyten to take \$300.00 out of the City donation fund and \$300.00 out of the Golf Course advertising budget for the banner/donation to the Legion Ball Park. Motion carried unanimously.

MINNESOTA POWER SCOPE OF WORK:

Director of Public Works, Eric Gaffke, states that he has reviewed the scope of work sent by Minnesota Power that is part of the 2024 street project. Gaffke feels that it is accurate to what has been discussed since the start of the project. A motion was made by Council Member Gary Berg and seconded by Council Member Jacque Johnson to approve the scope of work set by Minnesota Power. Motion carried unanimously.

BOARD OF APPEAL:

Reminder that on April 11, 2024 at 1:00 pm the Board of Appeals and Equalization. Mayor John Perleberg, Council Member Jacque Johnson, and Council Member Gary Berg will be present with the county officials.

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TREE REPLACEMENT FOR PARK COMPLEX:

Mayor John Perleberg shares that unfortunately in the Golf Course there is oak wilt and emerald ash borer on the trees meaning within the next 5-10 years depending how it goes through that we will need to replace the majority if not all the oak and emerald ash trees. The Park Board and City Council would like to start the replacement plan and discuss how to budget for new trees. It was brought up that the City could raise money through donations. Mayor John Perleberg has started with a \$50.00 donation. Mayor Perleberg reached out to Paula at the Pierz Area Commercial Club to ask if the PACC would be interested in helping the community. After Paula made a few phone calls she reached out to the Mayor and stated that the PACC would donate \$750.00 for tree replacements for the Park Complex. During the meeting Council Member Gary Berg matched Mayor John Perleberg's donation of \$50.00. The donations totaled \$850.00. It is felt that this will be a great start for 2024. The City will purchase trees this week and start planting, Superintendent Zach Baert and Bradley Dehler will be in charge of this project.

SEH CONSTRUCTION SERVICES AGREEMENT:

Engineer Jarod Griffith present to the Council the Construction Services Agreement for the 2024 Street and Utility Improvement Project. This agreement covers SEH construction admin, construction staking and the construction observation. A motion was made by Council Member Gary Berg and seconded by Council Member Sarah Fyten to approve the agreement set by SEH. Motion carried unanimously.

For this project the City will need to have material testing completed. Griffith will assist with soliciting quotes for the test. The City will need to pay for the testing. Mayor John Perleberg feels that Griffith, City Administrator Laura Wacker, and Director of Public Works Eric Gaffke are okay to approve and will not need to be brought to the Council. Wacker, Griffith, and/or Gaffke will update the Council via email. A motion was made by Council Member Sarah Fyten and seconded by Council Member Gary Berg to approve Griffith, Wacker, and Gaffke to approve the material testing quotes and provide updates to City Council via email. Motion carried unanimously.

Griffith shares that we do have a preconstruction meeting set for Tuesday, April 16. Once he receives the schedule from the contractor he will send out a newsletter to the residents to keep them informed with the upcoming street project.

DEPARTMENT REPORTS:

PUBLIC WORKS:

Director of Public Works, Eric Gaffke, reports that with the most recent snow fall the equipment was up to par. The snow pusher is great for parking lots. The loader works very well, he does feel if there was a used plow to put on the loader to be able to go onto main street and go right onto the regular streets it would be more efficient. Would possibly sell the pusher if we were able to get a used plow. Council Member Jacque Johnson tasks Gaffke to keep his eye out and bring it forward to the council if something is found.

Gaffke reached out to Mike Schaefer who does the City's crack sealing who estimated the work to be around \$8932.00. The estimate is for Centennial Drive, Edward, Kamnic, and 1st Ave. The City budgets for \$10,000.00 to seal the roads and we would be coming in under budget. A motion was made by Council Member Jacque

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Johnson and seconded by Council Member Sarah Fyten to approve crack sealing by Mike Schaefer for \$8932.00. Motion carried unanimously.

Street sweeping and tar patching will start in the next week or two weeks. Will also plan to have the estimate for painting the yellow curbing on main street and will bring to the Council.

Golf Course:

Golf Course Superintendent Zach Baert is requesting to hire Zane Kidd for the grounds crew. Baert is requesting to start Kidd out at \$17.00 an hour, after Kidd has worked 160 hours' worth of work Baert would like the opportunity, after working with Wacker and reviewing Kidd's performance, give a raise up to \$1.00. In another 160 hours worked Baert would like to do another performance review and after working with Wacker be able to offer Kidd a raise up to \$0.50. Motion made by Council Member Jacque Johnson and seconded by Council Member Sarah Fyten to have the opportunity to offer Kidd a raise after reviewing the first 160 hours and again in another 160 hours. Motion carried unanimously.

Baert updates that the Golf Course is looking to be open this coming Friday.

Clubhouse:

Clubhouse Director Toni Meyer shares that the kitchen will not be ready Friday due to deliveries coming that day. Meyer has two more interviews for the clubhouse this week. We are unsure when the campground will be open due to frost still around. We are booking sites already for the campground.

TREASURER'S REPORTS:

As of March 29, 2024, the check book balance was \$1,627,372.31. All entries cleared and matched. There is a difference of \$9.99 from December. We are working on finding a way to adjust it appropriately.

A motion was made by Council Member Gary Berg and seconded by Council Member Jacque Johnson to accept the treasurer's report for March 29, 2024. Motion carried unanimously.

CLAIMS:

The claims for March are \$395,480.18.

A motion was made by Council Member Gary Berg and seconded by Council Member Jacque Johnson to accept the claims report for March 29, 2024. Motion carried unanimously.

UPDATES:

Mayor John Perleberg shares that for the April Park Board meeting we were able to meet in the clubhouse to see all the improvements. Toni did a great job coordinating that among the many individuals

Council Member Jacque Johnson asks if there have been any applications for the City Treasurer position. Since there have not she would like it to be sent to ProResource to advertise. We may need to temporarily change the ordinance to combine the City Clerk and City Treasurer position. Johnson and Fyten will review what an interim position could look like and bring to the next council meeting.


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ADJOURNMENT:

A motion was made by Council Member Gary Berg and seconded by Council Member Jacque Johnson to adjourn the city council meeting at 7:42 pm. Motion carried unanimously.



John Perleberg, Mayor



Sarah Fyten, City Clerk