

**CITY OF PIERZ**  
**Official Minutes of the Pierz City Council**  
**City Council Meeting**  
**May 13, 2024**  
**7:00 PM**

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

**STAFF PRESENT:** City Administrator Laura Wacker, Park Complex Superintendent Zach Baert, Public Works Supervisor Eric Gaffke

**APPROVAL OF MINUTES:**

A motion was made by the Council Member Don Bujalski and seconded by Council Member Gary Berg to approve the Regular City Council Meeting Minutes from April 22<sup>nd</sup>, 2024. Motion carried unanimously.

**ADDITIONS TO THE AGENDA:**

- Remove the United Way Donation Request
- Add two Park Shelter Donation Request

**APPROVAL OF AGENDA:**

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

**PLANNING AND ZONING/BUILDING PERMIT APPLICATIONS:**

Concrete Permit-Scott Herold-302 Park Ave SE-wants to make a roughly 15' x 15' patio adjacent to the back his house.

Application for a lot split/merge-by Jean Litke-127 4<sup>th</sup> Ave NW and Rick and Stacy Munson, 325 N Vincent St. Was reviewed. The intent is to split the west 298' from the 127 4<sup>th</sup> Ave NW lot and merge it with the lot at 325 N Vincent St. With the condition that the two lots are merged at the time the sale is recorded. Then they would have to erase that lot line then it would be one lot and the driveway would be apart of that parcel so there would be access to the back.

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

**EXEMPT PERMIT-ST. JOSEPH CHURCH Aug. 4, 2024:**

St. Joseph Church is requesting an exempt permit for August 4, 2024, for the yearly church bazaar.

A motion was made by Council Member Sarah Fyten and Seconded by Council Member Don Bujalski to approve the exempt permit request for St. Joseph Church. Motion carried unanimously.

**CITY OF PIERZ**  
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**MUSIC IN THE PARK UPDATE:**

Pierz Healy High Band Director, Joel Pohland updated the council regarding the Music in the Park. This is the second year that it has been held at Pierz Park for about 2-3 hours. This year it was a non-trip fundraiser since Band and Chior had just had a trip to New Orleans in January. Either way it was a success, 250-300 people attended. This year there were craft fair vendors on the back side of the shelter that did very well. There is a 50/50 raffle, chuck a duck, bake sale, silent auction, big raffle items, the Pierz Lions grilled burgers, brats, and hotdogs. All in all, it raised a little over \$5000. Mr. Pohland received a lot of feedback from community members that they would like to do this every month in the summer. He also thanks the council for allowing the donation of the shelters. Mayor Perleberg shares his thanks for putting it on and states that the shelters are a small donation for being such a big part of the community.

**2024 STREET PROJECT UPDATE:**

SEH Engineer, Jarrod Griffith, updates the council that they are still working in Cassie Ally with the sanitary sewer. When that is completed in the middle of next week, they will move over to Peter Ave to do the same thing. Small utilities will be onsite this week doing their relocations and start putting electric underground. The temporary water has been set up for Peter and First Ave. NE.

**RATING REVIEW FROM S & P:**

The bond rating for the city came back with an A+ stable outlook rating. This is a very good rating for the size of the community.

**BOND SALE RESOLUTION AND RESULTS FROM THE SALE:**

The lowest bid came in at 3.8598%, which is slightly below the preliminary that was 3.92%. Positive is that we were able to borrow about \$60,000 less at \$2,790,000.

The resolution formally takes the schedule, puts in the principal amount of the bonds, reviews some of the interest and lastly it is a full faith in credit general obligation bond. It is noted that the city will be pledging tax levies, storm utilities, special assessments versus payment of this bond if there are any shortfalls in those revenues you are required and have the authority to levy for those shortfalls.

A motion was made by Council Member Gary Berg and Seconded by Council Member Don Bujalski to approve the Bond Sale Resolution. Motion carried unanimously.

**TAX ABATEMENT RESOLUTION:**

Noting that there were some public questions on the process and procedure of the public hearing that was held April 22, 2024, after reviewing with the Bond Council we are approved to proceed. In the future the process will be laid out more clearly. The Tax Abatement Resolution states that 94 properties will be included to pledge taxes from these 94 properties towards this bond. It gets spread across all the parcels in the city, it is just being done this way to meet the statutory requirement.

**CITY OF PIERZ**  
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**City Council Meeting**  
**May 13, 2024**  
**7:00 PM**

A motion was made by Council Member Sarah Fyten and Seconded by Council Member Gary Berg to approve the resolution authorizing the tax abatement of property within the City of Pierz for the 20224 Street Utility Project. Motion carried unanimously.

**COST SHARE AGREEMENT:**

The City and RPSWD created a cost share agreement for the street project. This is to keep certain things off the streets, keep them clean so they can get in there and work on what's needed.

A motion was made by Council Member Gary Berg and seconded by Council Member Sarah Fyten to accept the cost share agreement between the city and RPSWD. Motion carried unanimously.

**PARK SHELTER DONATION:**

Jim Gerwing with the American Legion asked if they would be able to utilize the North Shelter free of charge Wednesday, July 10, 2024.

A motion was made by Council Member Gary Berg and seconded by Council Member Sarah Fyten to waive the shelter fee for Jim Gerwing on July 10, 2024. Motion carried unanimously.

Peer Helper Advisor for Pierz Healy High, Ms. Marilyn Keith is asking that the North Park Shelter fee be waived for the annual peer helper training on May 9, 2025.

A motion was made by Council Member Sarah Fyten and Seconded by Council Member Don Bujalski to waive the North Park Shelter fee for Ms. Keith on May 9, 2025. Motion carried unanimously.

**TREASURER POSITION:**

Kaye Stangl was appointed and sworn in for the treasurer position.

**TREASURER REPORT:**

As of April 30, 2024, the check book balance was \$1,571,162.10. All entries cleared and matched.

A motion was made by Council Member Don Bujalski and seconded by Council Member Gary Berg to accept the treasurer's report for April 30, 2024. Motion carried unanimously.

**CLAIMS:**

The claims for April are \$369,062.37.

A motion was made by Council Member Gary Berg and seconded by Council Member Don Bujalski to accept the claims report for April 30, 2024. Motion carried unanimously.

**CITY OF PIERZ**  
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**City Council Meeting**  
**May 13, 2024**  
**7:00 PM**

**POLICE DEPARTMENT:**

The tornado siren by Sue's Drive-In is not working how it should be. Police Chief Hanneken received 2 bids between \$10,000-\$12,000 from design electric from St. Cloud and Granite Electric. Hanneken has been working with Sourcewell for a grant to help with the cost. This should be completed within the next two weeks.

**CLUBHOUSE UPDATE:**

Mayor Perleberg would like to give the Clubhouse a donation budget of \$750.00. Director Toni Meyer will review/approve the requests that come in and track as needed. City Administrator, Laura Wacker will assist where needed.

A motion was made by Council Member Don Bujalski and seconded by Council Member Sarah Fyten to move \$750.00 from the general fund donation budget to put in a golf course donation budget. Motion carried unanimously.

The Clubhouse/Golf Course has been off to a good start. Sundays are their busiest days so far this year. They had their first hole in one since 2022 on hole 4. Baert shares that the propane in the Clubhouse is up and working. There was a bad regulator that plugged things but it is fixed up to code. The fridge has been delivered and installed.

**GOLF COURSE UPDATE:**

Golf Course Supervisor, Zach Baert, updates that recently had an interview for the part time grounds crew position, Korey Hermansdorfer, Baert is requesting to start Hermansdorfer out at \$12.00 an hour, after Hermansdorfer has worked 160 hours' worth of work Baert would like the opportunity, after working with Wacker and reviewing Hermansdorfer's performance, give a raise up to \$0.75. In another 160 hours worked Baert would like to do another performance review and after working with Wacker be able to offer Hermansdorfer a raise up to \$0.50. Making a total cap of \$13.25.

Motion made by Council Member Sarah Fyten and seconded by Council Member Gary Berg to hire Korey Hermansdorfer for the part time grounds crew position and have the opportunity to offer Hermansdorfer a raise after reviewing the first 160 hours and again in another 160 hours. Motion carried unanimously.

Baert updates that the campground and shelters water turned on, there have been no major leaks. The small leaks that have occurred have been fixed by Jim Gross. Gross has been putting in extra hours with maintaining the older golf carts, de-winterizing, taking it upon himself to place signage in the wet areas.

The Toro golf cart that was recently purchased needed a seal for carburetor and is up and running. Brakes have been fixed on the 94-work cart. Brad Dehler has been doing the sharpening and aligning the reels. Zane Kidd and Dehler have assisted with adding two irrigation lines on the new 9. Dehler and Kidd have been adjusting the

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**May 13, 2024**  
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sprinklers on the new 9 and fixing leaks. Baert is in communication with Irrigation by Design to fix some larger issues.

After determining the best spot for the donated trees, thank you again commercial club, Mayor Perleberg and Council Member Berg, Kidd and Dehler have planted all but a few due to needing to move some larger trees first.

Cecilia Baert, Evangeline Baert, Wayne Prusinski, Charles Weber, and Brian Harding have all started everyone being new except Harding who has been with the Golf Course for several years, are all doing a great job. In the next couple of weeks, we will be weed whipping around all trees and buildings. Getting the dam boards in for the swimming area, start fixing washouts and setting up the campground.

Council Member Gary Berg asks Baert how many golf carts we currently have and how many do we need for the new 9 next year. Baert states currently we have 36, he feels that we could get by with 45 and then rent another 10-15. He is investigating all the options and prices from versatile.

**PUBLIC WORKS UPDATE:**

Director of Public Works, Eric Gaffke, updates that all the winter items have been put away, plow truck is to bed and ready for next year. 90-95% of the potholes have been filled in and we will continue to fill in as we see them. All the street sweeping in town has been completed and we will maintain for the remainder of the year. The Morrison County Supervisor John reached out that they do not have a street sweeper and asked if Gaffke could sweep Park Ave for the county in exchange for the extra parts they have for their old street sweeper. Gaffke went to the county shop and checked over the parts, they will work for our street sweeper, so he made the exchange. The county will likely contract next year with an outside source.

Part time maintenance employee, Phil Scribner, has been staying very busy servicing all the equipment, repairing the end of road signs, getting banners and flags up. Jim Gross has been helping once a week street sweeping, repairing potholes and mowing.

The clean up day for this weekend is set up and ready to go.

RPM has given the break down for the line striping quote. \$20.00 a block and a \$1.00 a linear foot for line striping totaling \$7000.00. Reviewing old prices this is reasonable and better than what we have paid in the past.

A motion was made by Council Member Don Bujalski and seconded by Council Member Gary Berg to move forward with RPM's line striping for the city.

Power outage update from last Tuesday, May 7, was completely unexpected. After reaching out to MN Power what Gaffke has gathered is they were doing maintenance at the halfway crossing between Royalton and Rice. A fuse kept blowing and could not find the problem. Eventually they figured it out and fixed the problem.

**CITY OF PIERZ**  
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**7:00 PM**

USIC which is the locating outfit that the City has been using for years. USIC had to update their contract since it was not updated since 2017. There were minor increases and a decrease in amounts for some of their services. After review Gaffke is asking if it would be appropriate for him to sign the contract. Council Member Don Bujalski feels that since Gaffke is who works with them that it would be appropriate for him to be the signer on the contract.

**CITY ADMINISTRATOR UPDATE:**

Farmers and Merchants state bank will be holding a shred day for the community on May 20 from 2:00-5:00 pm. Will be held in the same spot as last year. There will be signage.

Wacker will have the Employee Handbook updates completed and brought to the next meeting.

Walking Wings is scheduled for Saturday, Aug 24. Contestant applications are available on the walkinwings.com website. Early bird entry until July 1<sup>st</sup>. If anyone would like to sponsor you can find the form on the website and are due May 15.

Regarding the 2027 bridge project, the county is suggesting that we do 260 ft of sidewalk be added during the bridge update in 2027. This would run North and South to the campground and golf course entrance. It would be a city cost of \$30,000-\$40,000. The Public Works Committee did meet on this and we would recommend doing this extra sidewalk. This is an informal update and when there is a more structured plan we will bring to council for approval.

Pierz Garage Sale Days will be starting this week Wed. May 15 and go until Sat. May 18. The map and list can be found at the City Hall and on the website.

Clean up day is scheduled from 8-10 am on Sat. May 18 at the Pioneer Elementary School. More information can be found at City Hall and the Cities website. The gate for the brush pile will be open and the Fire Department will be going around picking up brush.

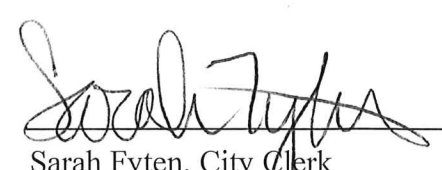
Wacker and Gaffke will be picking up some office furniture next week that is free from the MN Lottery Surplus Property in Roseville.

Reminder that City Hall will be closed Monday, May 27 in recognition of Memorial Day. The next council meeting is scheduled for Tuesday, May 28 at 7:00 pm.

**ADJOURNMENT:**

A motion was made by Council Member Don Bujalski and seconded by Council Member Gary Berg to adjourn the city council meeting at 7:53 pm. Motion carried unanimously.

  
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John Perleberg, Mayor

  
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Sarah Fyten, City Clerk