

CITY OF PIERZ
Official Minutes of the Pierz City Council
May 14, 2018

Members Present: Toby Egan, Mike Menden, Dave Fischer, Stephanie Fyten, Kyle Bednar and Linda Sczublewski.

The City Council meeting was called to order at 7:00 p.m. at Pierz City Hall by Mayor Toby Egan.

APPROVAL OF COUNCIL MINUTES:

A motion was made by Council Member Stephanie Fyten and seconded by City Clerk Dave Fischer to accept the minutes from the April 23, 2018 City Council meeting. Motion carried unanimously.

A motion was made by Council Member Mike Menden and seconded by Council Member Kyle Bednar to accept the minutes from the May 1, 2018 City Council Workshop meeting. Motion carried unanimously.

APPROVAL OF AGENDA:

A motion was made by Council Member Stephanie Fyten and seconded by City Clerk Dave Fischer to accept the agenda as presented with the addition of the Public Works Superintendent pay increase and the Park Board replacement. Motion carried unanimously.

PLANNING AND ZONING REPORT:

A motion was made by Council Member Mike Menden and seconded by Council Member Kyle Bednar to approve the following building permit applications:

Katie Athman	Concrete Permit	313 Edward Street North
Scott Saehr	New Building	512 Industrial Park Rd
Jenny Dalsted	Deck	121 4 th Ave NW
Maryrose Knuston	2-Story Addition	517 Park Ave SE
Thielen Meats	Asphalt Parking Lot	310 Main Street

With the recommendation of Planning and Zoning, motion carried unanimously.

RICH PRAIRIE LEGION POST AUXILIARY:

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve a donation to the Rich Prairie Legion Post Auxiliary of the Park Shelter on June 19, 2018 for the Veteran's picnic. Motion carried unanimously.

FIRE RELIEF ASSOCIATION DONATION:

A motion was made by City Clerk Dave Fischer and seconded by Council Member Kyle Bednar to approve a donation in the amount \$3,500.00 from the Fire Relief Association to the city for slides at the park. Motion carried unanimously.

FEE SCHEDULE UPDATES:

A motion was made by City Clerk Dave Fischer and seconded by Council Member Kyle Bednar to approve the updates for building permit fees on the fee schedule. Motion carried unanimously.

LEGION BALL PARK DONATION REQUEST:

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve a donation in the amount of \$1,000.00 to the Legion Ball Park. Motion carried unanimously with City Clerk Dave Fischer abstaining due to the fact he is a member on the Legion Ball Park Board.

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OFF-SITE GAMBLING PERMIT:

A motion as made by Council Member Mike Menden and seconded by Council Member Kyle Bednar to approve an application to conduct Off-Site Gambling to the Pierz Lions for bingo and pull tabs August 26, 2018. Motion carried unanimously.

EXEMPT PERMIT:

A motion was made by City Clerk Dave Fischer and seconded by Council Member Mike Menden to approve an application for Exempt Permit for Horizon Health to hold a raffle August 24, 2018. Motion carried unanimously.

MORRISON SOIL & WATER CONSERVATION DISTRICT- RESOLUTION #05142018-01

A motion was made by Council Member Mike Menden and seconded by Council Member Kyle Bednar to approve Resolution # 05142018-01 A Resolution Regarding the Administration of the Minnesota Wetland Conservation Act. Motion carried unanimously.

LIQUOR LICENSE APPLICATIONS:

A Motion was made by City Clerk Dave Fischer and seconded by Council Member Kyle Bednar to approve a liquor license for Patrick's Bar & Grill for On-Sale, Sunday, Off-Sale, and Patio. Motion carried unanimously.

A Motion was made by Council Member Mike Menden and seconded by Council Member Stephanie Fyten to approve a liquor license for Brickyard Bar & Grill for On-Sale, Sunday, Off-Sale, and Patio. Motion carried unanimously.

A Motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve a liquor license for Bootleggers Bar for On-Sale, Sunday, Off-Sale, and Patio. Motion carried unanimously.

A Motion was made by City Clerk Dave Fischer and seconded by Council Member Kyle Bednar to approve a liquor license for Pierz Ballroom for 3.2 On-sale. Motion carried unanimously.

A Motion was made by Council Member Mike Menden and seconded by Council Member Stephanie Fyten to approve a liquor license for the Pierz Golf Course for 3.2 On-Sale, Sunday. Motion carried unanimously.

A Motion was made by Council Member Kyle Bednar and seconded by Council Member Mike Menden to approve a liquor license for Legion Ball Park for On-sale. Motion carried unanimously.

A Motion was made by Council Member Stephanie Fyten and seconded by City Clerk Dave Fischer to approve a liquor license for Lloyd's Liquor for Off-Sale. Motion carried unanimously.

A Motion was made by Council Member Kyle Bednar and seconded by City Clerk Dave Fischer to approve a temporary one-day liquor license for the St. Joseph's Church for the bazaar. Motion carried unanimously.

RESCHEDULE REGULAR COUNCIL MEETING:

A motion was made by Council Member Kyle Bednar and seconded by City Clerk Dave Fischer to reschedule the next council meeting for Wednesday, May 30 at 7:00 p.m. due to Memorial Day. Motion carried unanimously.

CLUBHOUSE MANAGER JOB DESCRIPTION:

A motion was made by Council Member Mike Menden and seconded by Council Member Kyle Bednar to approve the Clubhouse Manager Job description. Motion carried unanimously.

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A motion was made by Council Member Mike Menden and seconded by City Clerk Dave Fischer to approve the hiring of Aimee Tholen as the Seasonal Clubhouse Manager at \$14.00 an hour. Motion carried unanimously.

DIRECTOR OF PUBLIC WORKS/PARKS & RECREATION JOB DESCRIPTION:

A motion was made by Council Member Stephanie Fyten and seconded by City Clerk Dave Fischer to approve the updated Director of Public Works/Parks & Recreation job description. Motion Carried unanimously.

A motion was made by Council Member Kyle Bednar and seconded by Council Member Mike Menden to approve a pay increase at \$6.00 an hour for Bob Otremba, Director of Public Works/Parks & Recreation. Motion carried unanimously.

PARK COMPLEX SUPERINTENDENT JOB DESCRIPTION:

A motion was made by City Clerk Dave Fischer and seconded by Council Member Mike Menden to approve the updated Park Complex Superintendents job description. Motion carried unanimously.

ASSISTANT PARK COMPLEX SUPERINTENDENT JOB DESCRIPTION:

A motion was made by Council Member Mike Menden and seconded by Council Member Kyle Bednar to approve the updated Assistant Park Complex Superintendents job description. Motion carried unanimously.

ORGANIZATION RESTRUCTURE:

A motion was made by Council Member Stephanie Fyten and seconded by City Clerk Dave Fischer to approve the updated organization chart. Motion carried unanimously.

PARK BOARD REPLACEMENT:

A motion was made by City Clerk Dave Fischer and seconded by Council Member Mike Menden to approve Tammy Scanlon serving out Neil Korf's term on the Park Board, term ending December 31, 2018. Motion carried unanimously.

BANYON POINT OF SALE:

A motion was made by City Clerk Dave Fischer and seconded by Council Member Kyle Bednar to approve the quote in the amount of \$3,390.00 from Banyon Data to purchase the Point of Sale Software for the Clubhouse. Motion carried unanimously.

DESIGN ELECTRONICS:

A motion was made by Council Member Kyle Bednar and seconded by Council Mike Menden to approve an estimate in the amount of \$890.98 from Design Electronics to install wireless VPN Routers at the clubhouse. Motion carried unanimously.

BANYON ELECTRIC METER INTERFACE:

A motion was made by Council Member Mike Menden and seconded by City Clerk Dave Fischer to approve the quote in the amount of \$2,690.00 from Banyon Data to purchase the Meter Device Interface for the new electric meters. Motion carried unanimously.

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DEPARTMENT REPORTS:

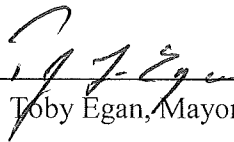
PUBLIC WORKS REPORT:

A motion was made by Council Member Stephanie Fyten and seconded by Council Member Mike Menden to approve the quote from Outdoor Specialties in the amount of: \$ 1,965.00 for crosswalk block painting on Main Street and throughout town. Motion carried unanimously.


A motion was made by Council Member Mike Menden and seconded by City Clerk Dave Fischer to approve the quote from Mike Schaefer Seal Coating in the amount of: \$7,413.00 for crack filling on various streets. Motion carried unanimously.

ADJOURNMENT:

Meeting was motioned to adjourn at 7:46 p.m. by Council Member Kyle Bednar and seconded by City Clerk Dave Fischer. Motion carried unanimously.



Toby Egan, Mayor



Dave Fischer, City Clerk