

**CITY OF PIERZ**  
**Official Minutes of the Pierz City Council**  
**City Council Meeting**  
**August 12th, 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, Public Works Supervisor Eric Gaffke, Chief Police Eric Hanneken, Golf Course Manager Toni Meyer

**APPROVAL OF MINUTES:**

A motion was made by Council Member Jacque Johnson and seconded by Council Member Don Bujalski to approve the Public Hearing Minutes from July 22nd, 2024.

A motion was made by the Council Member Sarah Fyten and seconded by Council Member Don Bujalski to approve the Special City Council Meeting Minutes from July 22nd, 2024. Motion carried unanimously.

**ADDITIONS TO THE AGENDA:**

PACC Request, Senior Center Carpet, and Parks Update

**APPROVAL OF AGENDA:**

A motion was made by Council Member Jacque Johnson and seconded by Council Member Sarah Fyten to approve the agenda with the additions. Motion carried unanimously.

**GAMBLING PERMIT:**

The gambling permit for the Knights of Columbus on 1/25/25 to hold the Buffalo Feed event.

A motion was made by Council Member Don Bujalski and seconded by Council Member Sarah Fyten to approve the gambling permit request. Motion carried unanimously.

**PAY APP #3 AND UPDATE:**

SEH Engineer Jarod Griffith updated the council stating that currently on 1<sup>st</sup> Ave SW they are working on road building activities. Essentially all road building activities have been completed on Peter and 1<sup>st</sup> NE. Curb is in place over there. Paving is scheduled for both streets for Wed. 8/13. It was pushed back due to conflicts and weather. Essentially the road building activities on 1<sup>st</sup> Ave SW will continue throughout this week and the end of next week. Concrete is scheduled for curb and gutter on the 22<sup>nd</sup> and paving is scheduled for the 29<sup>th</sup>. We know that with construction changes happen. Griffith states moving forward, everything is on schedule for the most part and has no concerns about meeting the deadline. The next newsletter will be sent out this week.

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Pay App #3 states that the work certified to date is \$1,247,746.88 roughly covers 60% of the 2024 Street Improvement Project. The amount requested to be paid is \$526,031.40 the city of Pierz charge is \$344,171.12 and RPSWD is \$182,156.98. Most of the work completed in this pay app is essentially a lot of road building activities for the east portions of the project. And then the water and storm sewer for the west portions.

Council member Jacque Johnson shares as a resident how the road project has been going for her. She understands construction can change. When all you have is the newsletter to go off you tend to stick to that. When communication does happen, it goes very well.

A motion was made by Council Member Don Bujalski and seconded by Council Member Sarah Fyten to approve the payout of \$526,328.14 for Pay App #3. Motion carried unanimously.

**FIRE DEPARTMENT APPROVAL NEW TRAINING OFFICER:**

The fire department is asking for approval of the new training officer, Nathan Athman.

A motion was made by Council Member Jacque Johnson and seconded by Council Member Sarah Fyten to approve Nathan Athman as the new training officer for the fire department. Motion carried unanimously.

**CITY OF PIERZ AND PIERZ SANITATION:**

Council Member Jacque Johnson shares that the Solid Waste Committee met and reviewed the current contract with Pierz Sanitation. The committee is requesting that the city approve the new/adjusted contract with Pierz Sanitation that has been reviewed by the city attorney.

The ask is that the terms of the contract be October 1, 2024, through December 31, 2035 with negotiations on rates to be reviewed every 2 years. Current rates will stay in effect until the end of this year, 2024. Starting January 1, 2025, we will be increasing rates \$0.75. It was a consistent increase for drive by, garbage can, and recycling while still staying lower than some surrounding cities. We are keeping our dollars local and keeps the bigger waste management out of our city. We will be working on a new ordinance that will lay expectations out towards the end of this year along with updating the policy.

A motion was made by Council Member Jacque Johnson and seconded by Council Member Sarah Fyten to accept the contract for the City of Pierz and Pierz Sanitation that is effective October 1, 2024, and terminating on December 31, 2035. Motion carried unanimously.

**RESOLUTION TO PAYOFF LOAN:**

The Golf Course has been making payments as of June to pay the General Fund loan back of \$50,000. Mayor John Perleberg states that he is excited to say that the Golf Course can pay the remainder balance of \$37,499.00. The Golf Course looks like it may turn a profit this year and that is due to everyone's hard work out there. By making things work, making their tough budgets work and watching the dollars.

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A motion was made by Council Member Don Bujalski and seconded by Council Member Sarah Fyten to approve the resolution to pay off the Golf Course Loan from the General Fund of \$37,499.00. Motion carried unanimously.

**SENIOR CENTER CARPET:**

Mayor Perleberg shares that there was a request that the carpet in the senior center be replaced along with fixing the concrete floor. After Mayor Perleberg received the request, he asked if we could get part of the bid of \$5,507.69 donated. Harold Meyer was able to raise funds which were right around \$2000.

A motion was made by Council Member Don Bujalski and seconded by Council Member Jacque Johnson to approve paying the remainder of the bill for the senior center carpet. Motion carried unanimously.

**PACC PARK ACESORIES:**

Member of The Pierz Area Commercial Club, Amber Cekalla, shares that the PACC raises money for the community. They would like to purchase some items for Pierz Park. Cekalla shares kudos to Sarah Funk who put a lot of work into researching the items. The goal is to get some items up prior to Oktoberfest. Would be some accessories for the children and a cabana for shade that would sit in and out of the water. The council shares their input to not purchase the tunnel log and caterpillar.

Another project that we are not starting as of yet would be the pathway on the granite between the damn. Cekalla shares that there is discussion on this, but we were just not sure where to start. If we put something over it without structurally ruining it is allowed. Another item would be the slide at the legion park. The tennis coach shared with Sarah Funk that the pickle ball lines can get painted on the tennis courts when they get redone.

Thank you PACC for everything you do for the community.

A motion was made by Council Member Don Bujalski and seconded by Council Member Jacque Johnson to approve the items that PACC would like to donate to the city. Motion carried unanimously.

**TREASUER'S REPORTS:**

The ending balance of June was -\$4,270,571.30.

A motion was made by Council Member Jacque Johnson and seconded by Council Member Don Bujalski to approve the treasurer report. Motion carried unanimously.

**CLAIMS:**

The total amount for claims was \$907,373.59.

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**7:00 PM**

A motion was made by Council Member Don Bujalski and seconded by Council Member Jacque Johnson to approve the claims report. Motion carried unanimously.

**CHIEF OF POLICE:**

Chief of police Eric Hanneken shared that the police activity for the last couple of months are as noted:

Calls to date were 642-June/July were 167 calls of service.

Shares that school sports resumed today.

Lastly Hanneken requests that we review having a workshop within the next couple of months to discuss two items that have come to his and Wacker's attention. One is the peddler/solicitor ordinance. We found out that we have the fee schedule in place, but we do not have the ordinance in place if people would want to come in and sell products in the city of Pierz. The benefit of the ordinance is that we know who is in town. The other item is the moratorium on cannabis. Morrison County will be enacting this in the next week to put a moratorium on until January. Discussion needs to take place to discuss if we are forced to have one unless we do the right things. Currently we do not have any of this in our policy. There was discussion with Matt Leblanc who stated to be patient and he will send out more information within the next week. When Leblanc sends information to Wacker, she will bring the request for a workshop to propose it in the next 2 months.

Some other items that the Chief has been working on are the writing of grants for public safety.

- Morrison County Clerical to cover records management and private data: Granted \$2,400.
- Oracle Records will be our new records management and our private data. Granted \$3,588.
- Wrote one for AXON body cameras, was awarded \$5,680.

Also wrote two for the city through Sourcewell.

- One was for ProResource and was awarded \$13,000.
- The other was for Public Works for the striping on Main Street was awarded \$7,000.

We must submit the bills by June 2025. We are very blessed to have Sourcewell in our region.

Council member Jacque Johnson shares that there may be an opportunity to do an internship for the golf course for superintendent or director in the clubhouse.

**CITY ADMINSTRATOR:**

Would like to request that with employees returning to school that we reopen for the clubhouse staff positions.

A motion was made by Council Member Jacque Johnson and seconded by Council Member Don Bujalski to approve reopening the application process for the clubhouse and to stay open until filled. Motion carried unanimously.

Due to unforeseen circumstances within the Parks Department Wacker requests that the Golf Course Grounds Crew season position reopen.

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A motion was made by Council Member Jacque Johnson and seconded by Council Member Don Bujalski to approve reopening the application for the seasonal grounds crew position. Motion carried unanimously.

City Administrator, Laura Wacker, reminds that the filing for council seats end Tue. Aug 13 at 5:00 pm.

As of Monday, Brad Dehler completed his pesticide training as of Monday and will be going up \$0.50 an hour.

Reviewing submitting to more applications through Sourcewell. One will be for the boost fund of \$2000 and the other would be for the match fund of \$50,000. The city would be responsible for 25%, \$12,500. Would like to purchase a front plow for the loader.

Lastly employees, Jim Gross, and Brad Dehler, are close to reaching their compensation hours of 240. Wacker would like to know how to move forward for the remainder of the season. Council member Jacque Johnson suggests that once the employees reach their compensation hours, we would pay the overtime out per pay period. Mayor Perleberg states that he does not have a problem with that, the goal is to have that new nine opened for 2025 season. Wacker will send the hours in her weekly update to the council.

A motion was made by Council Member Jacque Johnson and seconded by Council Member Don Bujalski that it is up to Laura's discretion that once compensation hours have been reached that they would be paid out their overtime. Motion carried unanimously.

**PARKS DEPARTMENT:**

Superintendent Zach Baert states that he received an application for Steven Fyten for the ground crew. He feels that Fyten will work out with his landscape background. Baert would like to start him at \$1650 and after 80 hours with Wacker's approval increase up to \$0.50. Would like to work with him at least till November 1, 2024, for tree trimming.

A motion was made by Council Member Don Bujalski and seconded by Council Member Jacque Johnson to approve the hiring of Steven Fyten. Motion carried unanimously.

There are a few washouts on 17 and 18 that we are still working on. The roller that was rented from Saehr is doing very well. We are starting to mow some fairways to a 1 ¼". We are still trying to line up getting sod. Today we were working on a drainage clog that we had to excavate about 40 feet. We did get it completed today. We did two other spots that we will fix before Wednesday this week. We did receive the cart from Texas and it is working nicely, it is much appreciated.

Council Member Don Bujalski asks a question from a resident that reached out about hole #4 and the speed. Baert did state that our greens are very healthy because they are high but next year, we can bring them down and see how it goes. The goal would be to keep the nines the same. In the end when hole #4 was redone the greens were mowed shorter.

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**UPDATES:**

Council member Jacque Johnson requests that the city send Wacker to the Clerks Academy put on by Sourcewell on Sept 12-13 in staples. Registration is \$250.

A motion was made by the Council Member Sarah Fyten and seconded by Council Member Jacque Johnson for Wacker to go to the Clerks Academy in September. Motion carried unanimously.

Mayor Perleberg shares that the budget committee was able to meet to review expenses which went very well. Next, we will be reviewing revenues. Based off that we will come up with a levy number that we can make an announcement on. Some items that we are budgeting on are golf carts, lawn mower and health care for employees.

**CLOSED/OPEN MEETING:**

A motion was made by Council Member Don Bujalski and seconded by Council Member Sarah Fyten to close the regular city council meeting. Motion carried unanimously.

A motion was made by Council Member Jacque Johnson and seconded by Council Member Sarah Fyten to reopen the regular city council meeting. Motion carried unanimously.

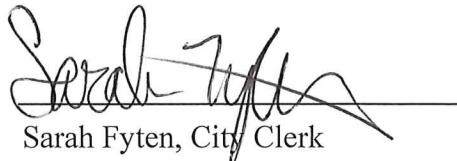
**PERFORMANCE REVIEW:**

A motion was made by Council Member Jacque Johnson and seconded by Council Member Sarah Fyten to approve Laura Wacker's performance review with the increases per her original employment offer. Motion carried unanimously.

**ADJOURNMENT:**

A motion was made by Council Member Don Bujalski and seconded by Council Member Jacque Johnson to adjourn the city council meeting at 8:00 pm. Motion carried unanimously.

  
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John Perleberg, Mayor

  
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Sarah Fyten, City Clerk