

**CITY OF PIERZ**  
**Official Minutes of the Pierz City Council**  
**September 9th, 2019**

**Members Present:** Dave Fischer, Lynn Egan, Kyle Bednar, Jacque Ballou, and Linda Sczublewski.

**Staff Present:** Bob Otremba, Eric Hanneken

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

**APPROVAL OF COUNCIL MINUTES:**

A motion was made by City Clerk Kyle Bednar and seconded by Council Member Lynn Egan to approve the minutes from the August 26<sup>th</sup>, 2019 City Council meeting. Motion carried unanimously.

**APPROVAL OF AGENDA:**

A motion was made by Council Member Lynn Egan and seconded by City Clerk Kyle Bednar to approve the agenda as presented. Motion carried unanimously.

**SET PRELIMINARY LEVY PUBLIC HEARING:**

A motion was made by Council Member Lynn Egan and seconded by Council Member Jacque Ballou to set the Preliminary Levy Public Hearing on September 23<sup>rd</sup>, 2019 at 6:30 pm at Pierz City Hall. Motion carried unanimously.

**CITY COUNCIL WORKSHOP:**

A motion was made by City Clerk Kyle Bednar and seconded by Council Member Jacque Ballou to schedule a budget and levy workshop on September 23<sup>rd</sup>, 2019 at 5:00 pm at Pierz City Hall. Motion carried unanimously.

**S E H WETLAND DELINEATION PROPOSAL:**

City Engineer Scott Hedlund presented a proposal for wetland delineation for the Knife River gravel pit and the 63 acres south of the Pierz Golf Course. A motion was made by City Clerk Kyle Bednar and seconded by Council Member Lynn Egan to approve the S E H Wetland Delineation proposal in the amount of \$14,200. Motion carried unanimously.

**PIERZ BALLROOM & LANES 3.2% LIQUOR LICENSE:**

A motion was made by Council Member Lynn Egan and seconded by Council Member Jacque Ballou to approve a 3.2% liquor license for the Pierz Ballroom & Lanes. Motion carried unanimously.

**APARTMENT BUILDING RENTAL:**

Mayor Dave Fischer informed the council about a possible opportunity to rent Apartment #5 of the city-owned apartment building. No action was taken.

**RESIGNATION OF DEPUTY CLERK KARI TYSON:**

A motion was made by Council Member Lynn Egan and seconded by Council Member Jacque Ballou to accept the resignation of Deputy Clerk Kari Tyson. Motion carried unanimously.

**POST DEPUTY CLERK POSITION:**

A motion was made by City Clerk Kyle Bednar and seconded by Council Member Jacque Ballou to post the position of Deputy Clerk. Motion carried unanimously.

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**DEPARTMENT REPORTS:**

City Administrator Bob Otremba updated the council on how the administration department will transition with training and staffing in the upcoming weeks.

**FINANCIAL REPORTS:**

**TREASURER'S REPORT**

City Treasurer Linda Sczublewski presented the treasurer's report. The checkbook balanced for August 31, 2019 in the amount of \$2,158,778.30. A motion to accept the treasurer's report was made by City Clerk Kyle Bednar and seconded by Council Member Jacque Ballou to approve the treasurer's report. Motion carried unanimously.

**CLAIMS:**

A motion was made by City Clerk Kyle Bednar and seconded by Council Member Lynn Egan to approve the claims for the month for \$263,658.67. Motion carried unanimously.

**PLANNING AND ZONING REPORT:**

A motion was made by Council Member Jacque Ballou and seconded by Council Member Lynn Egan to approve the following building permit applications with the conditions placed on the permits:

Jeremy Jager	Fence permit	300 Main St S
Legion Park Ball Field	Concrete permit	Kamnic St
Legion Park Ball Field	Ballpark backstop	Kamnic St
Jim Gruber	Lot split (lot line adjustment)	201 Vincent St. N
Midwest Exteriors	New home	381 Cody Court
John Kurtz	Lot split (lot line adjustment)	302 Main Street N

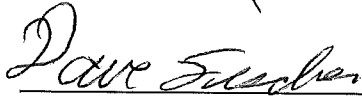
Motion carried unanimously.

The City Council discussed the Robert Kasella building at 401 and 403 Park Avenue SW. The City of Pierz issued a Stop Work Order on the property on September 3<sup>rd</sup>, 2019 because the block foundation is 24 feet set back from the Right of Way on the east side instead of the required 30 feet. City officials met with Robert Kasella on Monday, September 9<sup>th</sup> to discuss the issue. A recommendation from the meeting was to have Robert Kasella continue construction with no fine based on three factors: The City did not verify the location of the stakes before approving the permit. The setback mistake was unintentional by the owner. The east side of the building will not have a driveway and should have little effect on site lines. Council Member Lynn Egan made a motion to fine Robert Kasella \$900. The motion failed for lack of a second. Council Member Jacque Ballou made a motion and seconded by City Clerk Kyle Bednar to allow Robert Kasella to continue building with no fine. Motion carried 3-1.

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**ADJOURNMENT:**

A motion was made by Council Member Lynn Egan and seconded by Council Member Jacque Ballou to adjourn at 8:15 pm. Motion carried unanimously.



Dave Fischer, Mayor



Kyle Bednar, City Clerk