



Regular City Council Meeting Minutes
October 31, 2019 - 8am
Adjourned until November 1, 2019 – 1pm
Council Chambers
315 Main Street South

In attendance: Mayor Carl Pederson, Councilor Steve Ovick, Councilor Brian Scholin, Councilor Gina Pettie (left the meeting at approximately 9:15am), and Councilor Mary Kay Sloan.

Absent: None.

Staff in attendance: City Administrator Matthew Van Steenwyk, Public Works Supervisor Maury Montbriand, and Community Development Director Lezlie Sauter.

The Mayor called the meeting to order at approximately 8:00 a.m. and led the Council in the Pledge of Allegiance.

Additions and/or Deletions to the Agenda – Requests were made to add approval of Mark Steffen to permanent status, approval to make an offer to hire the Treasurer position, and a discussion regarding the Pine County Courthouse Lease. A request to delete the closed session related to employee evaluations was also presented. *Motion by Sloan, seconded by Pettie to approve the agenda as modified. Motion carried.*

Open Forum – No public comment was made or offered.

Discussion on Fire Safety USA invoice from October 2013 – Van Steenwyk provided a summary of the invoice and the history of the discussions to date. Inquiries were made as to the validity of the invoice. Item tabled until 11/6/19 meeting. Miller to verify data on the invoice.

Capital Budget Discussion – A discussion was had on the 10-year capital plan. Modification was made to the spreadsheet to reflect the direction of the Council. No action was taken on this item.

Discussion on GIS – Sauter provided an overview of the GIS proposal and provided an overview of the updates to the County's system Beacon. A discussion was had on using the Beacon system for a period to determine the City's needs and direction with regard to GIS. Staff to engage the County in moving forward with the Beacon system.

Discussion on Pine County Courthouse Lease – A discussion was had on the proposed amount and drafted lease. *Motion by Scholin, seconded by Ovick, to accept the 1-year terms presented in the draft lease. Motion carried.*

City of Pine City

315 Main Street South, Suite 100, Pine City, Minnesota 55063-1619 Phone: 320.629.2575 Fax: 320.629.6081

E-mail: admin01@pinecity.gov Web site: pinecity.gov/office

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Approval of Mark Steffen to permanent status – Motion by Scholin, seconded by Ovick, to approve placing Mr. Steffen into permanent status. Motion carried.

Approval to make an offer of hire to Maggie Olson for the Treasurers Position –A discussion was had on the views of the interview committee. Motion by Sloan, seconded by Ovick to approve extending an offer for hire to Maggie Olson for the Treasurer position. A discussion was had on the applicant’s experience and education as it pertains to the position. Motion carried with Sloan, Ovick, Pederson and Scholin in favor and none against.

Motion to enter into a closed Session at approximately 10:25am, by Scholin, seconded by Sloan, pursuant to Minn Stat. 13D.03 subd 1 to discuss labor negotiations strategy with Minnesota Teamsters and AFSCME Local Unit 65. Motion carried with Sloan, Ovick, Pederson and Scholin in favor and none against.

Closes session ended at 11:01, and Council re-entered into an open session.

Motion to adjourn the meeting at 11:02 am until 1:00pm on November 1, 2019 at City Hall by Ovick, seconded by Sloan. Motion carried with Sloan, Ovick, Pederson and Scholin in favor and none against.

Mayor Pederson brought meeting back into order at 1:05pm on November 1, 2019.

Motion to enter into a closed Session at approximately 1:05pm by Ovick, seconded by Sloan, pursuant to Minn Stat. 13D.03 subd 1 to discuss labor negotiations strategy with Minnesota Teamsters and AFSCME Local Unit 65. Motion carried.

Motion to end the closed session and enter into open session at approximately 1:20 pm.

Treasurer Position - A discussion was continued on the offer the Treasurer position with regard to salary range. Motion by Pederson, seconded by Sloan, to propose a starting salary of \$60,000 with consideration of a pay adjustment at the completion of the 12-month probation period. Motion carried with Sloan, Ovick, Pederson, Pettie and Scholin in favor and non against.

Motion by Scholin, seconded by Pettie, to enter into a closed session at approximately 1:31m pursuant to Minn Stat. 13D.05 subd 3(a) to discuss the performance evaluation of the City Administrator Matthew Van Steenwyk. Motion carried.

Motion to close the closed session and enter into open session at approximately 2:34 pm.

Capital discussion continued – Council discussed capital needs and future projects include parks and recreation. No action was taken on this item.

Motion to adjourn the meeting by Pettie, seconded by Ovick, at approximately 3:10 pm. Motion carried with Sloan, Ovick, Pederson, Pettie, and Scholin in favor and non against.

Matthew Van Steenwyk
City Administrator

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