



**Regular City Council Meeting Minutes**  
**March 28, 2019 - 8am**  
**Council Chambers**  
315 Main Street South

**In attendance:** Mayor Carl Pederson (via video conference), Councilor Steve: Ovick, Councilor Gina Pettie, Councilor Brian Scholin, and Councilor Mary Kay Sloan.

**Absent:** None.

**Staff in attendance:** Interim City Administrator/Treasurer Matthew Van Steenwyk, Liquor Store Manager Lara Smetana, Community Development Director Lezlie Sauter, and Contract Engineer from SEH Greg Anderson.

The Councilor Scholin called the meeting to order at approximately 8:02 a.m. and led the Council in the Pledge of Allegiance.

**Additions and/or Deletions to the Agenda** – A request was made to add a discussion of the existing Public Works Truck financing through Northwoods Bank and a request to advertise and interview seasonal public works employees. *Motion by Sloan, seconded by Pettie, to accept the changes to the agenda as presented. Motion carried.*

**Open Forum** – No public comment was made or offered.

**Approve Resolutions #19-20, #19-21, #19-22 for a Preliminary Plat, Conditional Use Permit and Development Site Plan for Pine City Senior Living and Summit Development for a 113-unit Institutional Residential development** – Sauter provided an overview of the development request and an overview of the resolutions.

**Resolution #19-20** – *Motion by Sloan, seconded by Ovick, to approve Resolution #19-20 to approve of the Preliminary Plat for a Senior Living development PID 42.5990.000. On a rollcall vote, the resolution passed unanimously.*

**Resolution #19-21** – *Motion by Pettie, seconded by Ovick, to approve Resolution #19-21 to approve the Conditional Use Permit for a Senior Living development on PID 42.5990.000. On a rollcall vote, the resolution passed unanimously.*

**Resolution #19-22** – *Motion by Sloan, seconded by Pettie, to approve Resolution #19-22 to approve the Development Site Plan for a Senior Living development on PID 42.5990.000. On a rollcall vote, the resolution passed unanimously.*

**Approve Resolution #19-23 for a Conditional Use Permit for an Accessory Dwelling Unit for Antonio Valdovinos** – *Motion by Ovick, seconded by Pettie to approve Resolution #19-23 for a Conditional Use Permit for an Accessory Dwelling Unit. On a rollcall vote, the resolution passed unanimously.*

**Presentation of Chapter 6-8 Comprehensive Plan Updates** – Sauter provided an overview of the updates of the Chapters 6-8 of the Comprehensive Plan. A discussion was had on the chapters presented. No action was taken on this item.

**Approval of Res #19-24 calling for a Public Hearing on the modification of the redevelopment plan for redevelopment project area No. 1 and the establishment of a housing tax increment financing district therein and the adoption of the tax increment financing plan therefor** – Van Steenwyk provided a summary of the request. *Motion by Sloan, seconded by Ovick, to approve Resolution #19-24 calling for a Public Hearing related to the Tax Increment Financing district on PID 42.5990.000. On a rollcall vote, the resolution passed unanimously.*

**MN Dot CSAH 7 Bridge Project Update - Lighting and Railing Discussion** - Anderson provided an update of the proposed bridge design and the City's design selections and related cost. A discussion was had on the proposed lighting and south railing items noting concerns about the costs. *Motion by Pederson, seconded by Sloan, to proceed with the railing and conduit on the north side of the bridge estimated at \$22,274.14 with an additional request to add conduit to the south side design. Motion carried.*

**JCF Builders Lot Plan Drainage update** - Anderson provided the overview of the proposed drainage plan for the JCF Builders property. Council indicated support of the revised drainage plan with note of the removal of the entrance in the South east corner of the property. Staff to develop a resolution addressing the site plan revision with completion deadline date of June 1<sup>st</sup>, 2019.

**NW Street 2019 Reconstruction Project & Discussion on NE Sidewalk Project** – Anderson provided a summary of the project and a discussion on the proposed assessments. Anderson noted the proposed assessment process for those lots assessed in the previous street project. Anderson provided information related to sidewalks, street width, and curb designs. *Direction from Council to proceed as designed.*

**Update on 3-27-19 Park & Recreation meeting with Bottle Cap Condos residents and management re: docks at the end of 5th St SE** – Van Steenwyk provided an overview of the issue and the discussion to date, including the Park & Recreation meeting held on 3-27-19 to which Mr. Strachota was present, with note that the City has conveyed to Mr. Strachota that he is not allowed to place the docks in the City's right-of-way. A discussion was had on reviewing the recorded documents including the recorded site plan. Direction to gather additional information related to the recorded documents.

**Discussion on City Council meeting calendar and moving last meeting to the third week of the month** – Sauter and Van Steenwyk provided a summary of the request and reasoning related to Planning Commission and back to back meeting schedule for the last meeting and first meeting. A discussion was had on the schedule with balance between staff and the Council time flexibility. A discussion was had on potentially shifting the meeting date for the second meeting to a Tuesday. No action was taken and the item is to be brought back to the Council at a later date.

**Discussion on Fire Calls in the County's Right-of-way** – A discussion was had on the declined County fire call billings. Direction for the discussion with the Fire Committee in future contract negotiations on not charging for fire calls in the ROW and possibly all fire calls. Staff to verify with legal potential recourse and to rebill the County ROW fire calls to the townships with note of why they are now receiving the billing.

**Approval of Hiring Paul Dunbar as Compost Attendant for 2019 season** – *Motion by Ovick, seconded by Sloan, to approve the hiring of Mr. Dunbar as the Compost Attendant for the 2019 season at the rate of \$14.00 / hour. Motion carried.*

**Seasonal Employee Advertising and Interviewing Request** – Motion by Ovick, seconded by Pettie, to proceed with the advertising and interviewing of the seasonal General Maintenance Worker, Cemetery Maintenance, and Gardner.  
*Motion Carried.*

**PW Truck Financing** – Van Steenwyk provided a summary of the financing issue. Council tabled the discussion pending an update to the Financial Management Plan. To be discussed at the April 3<sup>rd</sup>, meeting.

**Committee Discussions & Updates:**

- a) Public Works - Transportation Alternatives Program FY 2023 applicant project update
- b) Mill Site Redevelopment - Note of the upcoming meeting April 25<sup>th</sup>.
- c) Executive – Ovick provided an update on the evaluation of the proposed City Administrator.

*Motion to adjourn the meeting at approximately 10:40 am.*

**Matt Van Steenwyk**

**Interim City Administrator / City Treasurer/Assistant to the City Administrator**