



Regular City Council Meeting Minutes

July 25, 2019 - 8am

Council Chambers

315 Main Street South

In attendance: Mayor Carl Pederson, Councilor Steve Ovick, and Councilor Brian Scholin.

Absent: Councilor Mary Kay Sloan and Councilor Gina Pettie

Staff in attendance: City Administrator Matthew Van Steenwyk, Community Development Director Lezlie Sauter, Liquor Store Manager/Parks & Recreation Supervisor Lara Smetana, Andy Luedtke, Safety Inspector, and Financial Advisor Jason Aarsvold (Ehlers).

Mayor Pederson called the meeting to order at approximately 8:06 a.m. and led the Council in the Pledge of Allegiance.

Additions and/or Deletions to the Agenda – No additions or deletions were presented.

Open Forum – *No persons present for open forum.*

Public Hearing on Chapter 9 Section 900.06: Residential Rental Property Registration & Licensing

Pederson opened the public hearing at approximately 8:07 am.

No public comment was made or offered.

Pederson closed the public hearing at approximately 8:08 am.

Ordinance #19-13, Amending Chapter 9 Section 900.06: Residential Rental Property Registration & Licensing – *Motion to approve Ordinance #19-13 amending Chapter 9 Section 900.06: Residential Rental Property Registration & Licensing by Scholin, seconded by Ovick. On a rollcall vote, the motion to approve Ordinance 19-13 passed 3-0, with Scholin, Ovick, and Pederson voting in favor and none against with Sloan and Pettie absent.*

Yanik-Foster Planned Unit Development - Review Extension -Sauter provided a summary of the process to date noting discussions with the DNR, applicant, and legal counsel. A discussion was had on the timing of the extension and the proposed ordinance amendment to increase the riparian protections. *Motion by Scholin, seconded by Ovick, to approve the extension of the Yanik-Foster Planned Unit Development review period by 60 days. Motion carried by unanimous consent with Sloan and Pettie absent.*

Status update on the Summit TIF request – Aarsvold provided a summary of the analysis memo and term sheet for the Summit TIF request. A discussion was had on the analysis presented by Ehlers. *Motion by Ovick, seconded by Scholin, to*

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approve the term sheet from the Summit TIF project. Motion carried by unanimous consent with Sloan and Pettie absent.

Discussion on A Place for You building – A discussion was had on the proposed acquisition of the “A Place for You” building. Aarsvold provided some insight into private vs publicly funded development, the use of TIF and the use of federal tax credits. A discussion was had on the development with or without the acquisition of the parcel. Council voiced interest in the potential purchase.

AEM - Contract variance discussion and invoice approval consideration (Inv. 414621 \$16,726.00, Inv. 415693 \$12,642.38, Inv. 417297 \$29,950.00) – Van Steenwyk provided a summary of the documents presented by AEM supporting the billed about. *Motion by Pederson, seconded by Ovick, to approve payment of the invoices minus the indicated finance charges and to provide the one-day training for free. Motion carried by unanimous consent with Pettie and Sloan absent.*

City Hall Project Discussion - Van Steenwyk, Sauter, and Luedtke provided a summary of the staff proposal and the request for direction to proceed. Council noted a need to have a purposeful discussion with each member of Council to determine their views. Staff to schedule individual meetings with Council members.

Discussion on downtown parking – A discussion was had on the proposed revision presented. A discussion was had on the need for yellow curb painting requirements and processes to address what we should paint and what we should not paint. Direction for staff to revise the west parking to parallel parking and address the no parking paint. Direction to present at the Public Works subcommittee for discussion painting and parking analysis on the east side of 5th street.

Update on Crosslake Preserve Park - Timeline – Smetana provided an update on the Crosslake Preserve Park and the current timeline. Smetana provided response to cost estimates for the excavating. No action was taken on this item.

Discussion on Sidewalk Escrow – Van Steenwyk and Sauter provided discussion on the proposed change to the sidewalk agreement in lieu of the up-front escrow requirement. Council indicated support of the proposed change. Staff to initiate the change to the fee schedule and present for approval at a later date.

Discussion regarding Dave Hill’s retirement and after hours call response – A discussion was had on the ordinance enforcement by the Sheriff’s department. Luedtke provided a summary of the current processes. Direction to staff to work with the Sheriff’s department to enforce the after hours calls.

Executive – The drafted Personnel manual is available for review and comment. No action was taken on this item.

Mayor – Anderson provided an update of the infrastructure projects. No action was taken on this item.

A noted was made on the planned ground breaking for the Summit development.

East Central Regional Development Commission – A discussion was had on a proposed nomination. Staff to seek more detail on the obligation. Motion by Scholin, seconded by Pederson, to nominate Sloan to the East Central Regional Development Commission’s Board. Motion carried by unanimous consent with Pettie and Sloan absent.

Motion to adjourn the meeting at approximately 10:03 am.

Matt Van Steenwyk
City Administrator