



**Regular City Council Meeting Minutes**  
**August 7, 2019 – 6:30pm**  
**Council Chambers**  
315 Main Street South

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

**Absent:** None.

**Staff in attendance:** City Administrator Matthew Van Steenwyk, Public Works Supervisor Maury Montbriand, Liquor Store Manager Lara Smetana, Community Development Director Lezlie Sauter, Fire Chief Tom Miller, and City Engineer Greg Anderson.

Mayor Pederson called the meeting to order at approximately 6:30 p.m. and led the Council in the Pledge of Allegiance.

**Proposed Additions or Deletions to Agenda** – No additions or deletions were presented. *Motion by Pettie, seconded by Sloan, to approve the agenda as presented. Motion carried by unanimous consent.*

**Consent Agenda** - The consent items include the approval of the July 2, 2019 Special Combined City Council & Planning Commission Meeting Minutes, July 10, 2019 Regular Meeting Minutes and July 25, 2019 Regular Meeting Minutes, approval of the July 2019 Paid Bills and Financial Reports, approval of invoice from Kvien for scanning service for \$9752.28; invoices from SEH (\$5,730.16 for Lift Station replacement, \$6,246.35 for general engineering, \$45,645.69 for 2019 Street Improvements, \$7,617.56 for Lift Station replacement and \$56,021.65 for 2019 Street Improvements); invoice from Stansky Construction for \$12,383.00 for 5th Ave NW project; invoices from Redpath for \$8,000.00 for progress billing on 2018 audit and 9735.50 for final billing on 2018 audit; invoice from Geislinger and Sons, Inc. for \$123,288.59 for Payment No. 5 for Snake River Utility Crossing and Lift Station project; invoice from Geislinger and Sons, Inc. for \$84,964.52 for Payment No. 4 for 2018 Street Improvements; Park Construction for \$418,362.80 for Payment No. 2 for 2019 Street Improvements, and Metering & Technology Solutions for \$5,139.82 for water meters, approval of the Pine County Fines Report for June 2019, and approval of the application for 1-Day Liquor License for Pine Center for the Arts, September 13, 2019.

Anderson provided information related to the SEH invoices and streets projects and a general project update (Snake River Lift Station, Industrial Street Project, and the 2019 Streets Project).

*Scholin made a motion, seconded by Ovick, to approved the consent items as revised. Motion carried by unanimous consent.*

**Open Forum** – Kevin Anderson made an inquiry as to the tar road into Chaleen Park with concerns with runoff. Greg Anderson provided a response related to Park use, parking, noting that the runoff is generally toward the west and east into the grass. No action was taken on the item.

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**City of Pine City**

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**Sheriff's Report** – No representative was available.

***A Public hearing was opened at approximately 6:41***

**Proposed Final Assessments for 2018 Street Improvements (Industrial Street NE, Rypkema Road and Madeline Court) Resolution #19-46 –**

Anderson provided a summary of the Felt Addition and Industrial street assessments by PID.

Kevin Hofsted, representing Kevin and Mary Anderson, presented a written object to the Council and presented other deficiencies and objections to the appraisal provided by Sampair noting the concerns included in the written objection.

Robert Menne, Menne Holdings Inc., made objection to the assessments amounts and issues experiences with access to his building during the construction work.

Joyce Rypkema, made note of Rykema Rd being a collector street, she noted that she be taken into consideration in the assessments.

The resolution was tabled for staff to the assess and correct the public noticing requirements and allow for the appraiser at REAA to be present to answer questions related to the appraisal. It was noted that the resolution would be re-noticed for the August 29<sup>th</sup> regular Council meeting. No action was taken on this item.

***The Public hearing closed at approximately 7:13pm***

***A Public hearing opened at 7:14pm***

**Proposed Final Assessments for the 2019 Street Improvements and Lift Station for Beaver Ponds, Resolution # 19-47 –**

Anderson provided a summary of the proposed assessments and Beaver Pond subdivision proposed project including the street, televising, lift station, and storm sewer work. Anderson noted the City's intention to accept the lift station but not to accept the horseshoe roadway area in front of the development.

Janet Weiner made a question on the \$8,000 and the which properties would be included in the lift station and the ongoing maintenance. A discussion was had on the proper split of the shared costs of the association noting the property owned by DK Development.

Janey Pangrel made an inquiry of need for a lift station and the impacts of the failure of the developer's agreement. Anderson responded as to the functional need of the lift station.

A discussion was had on proceeding with the project or not and the impact of the proposed assessments.

A question was posed on why the streets cost increased so markedly. Anderson indicated that the costs of paving has gone up this year.

A citizen made an inquiry on the developer's responsibility. Staff noted that there is no tool to hold the previous developers to any actional steps.

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The discussion was tabled to allow SEH to revised the assessment table to reflect the split between the Condo Association and DK Development. It was noted that the resolution would be re-noticed for the August 29<sup>th</sup> regular Council meeting. No action was taken on this item.,

**Public hearing closed at approximately 7:57pm**

**Resolution #19-45, Variance – Freeland Dwelling Unit Addition** -Sauter provided a summary of the variance request. A discussion was had on the proposed maintenance easement. Freeland provided a summary of the project. A discussion was had with the concerns related to lot coverage and the small setbacks and the impacts on safety and the neighboring property. A discussion was had on the proposed setbacks and related concerns. *Sloan made a motion, seconded by Pederson, to approving Resolution 19-45, denying the variance request for the Freeland Dwelling Unit Addition, 95 3<sup>rd</sup> Street NE, noting concerns with the lot coverage and limits to the setbacks proposed, also noting concerns with impacts to drainage, fire safety, and neighboring property value and drainage. On a rollcall vote, the motion passed 4-1, with Pederson, Scholin, Ovick, and Sloan voting in favor and Pettie against.*

**Resolution #19-48, Amendment to Resolution 19-18, Berg Rezoning** – Sauter provided a summary of the resolution. A discussion was had on the definition of riparian and the impacts of this change. *Scholin made a motion, seconded by Pettie, to adopt Resolution 19-48, approving the amendment to Resolution 19-18, the Rezoning request of Kati and Jeremy Berg. On a rollcall vote, the motion passed 5-0, with Pederson, Scholin, Ovick, Sloan, and Pettie voting in favor and none against.*

**Consideration and approval of revised position description** – Van Steenwyk provided a summary of the revised position request. *Motion by Pederson, seconded by Sloan, to approve the revised position description and to proceed with the modified recruitment. Motion carried with Pederson, Ovick, Sloan, Pettie, and Scholin in favor and none against.*

**Approval of Resolution #19-49, Approving County Project within Municipal Corporate Limits** -Anderson provided a summary of the proposed project. The Resolution was tabled until the regular Council meeting on August 29th for Council to have the opportunity to review the project plans. No action was taken on this item.

**Update on AEM agreement** – Van Steenwyk provided an update on the discussions held with AEM. Van Steenwyk noted that AEM will be waiving the finance charges that were previously assessed and will be providing the single day of training at no cost to the City. No action was taken on this item.

**Update on Scanning Project / Laserfiche (verbal)** – Van Steenwyk provided an update on the scanning project and the transition to Laserfiche. No action was taken on this item.

**Parks & Recreation:**

Smetana noted that concrete has being prepared to be poured at the Cross Lake Preserve Park.

Smetana noted that the last week of swimming lessons is underway.

**July 2019 Monthly Liquor Sales Report** - Smetana provided an overview of the July activity. No action was taken on this item.

**Mayor** - Pederson provided a note of the increase of the proposed LGA.

A discussion was had on National Night Out and related success.

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A discussion was had on the pending meetings related to the 2020 budget and the various funds and projects that should be under consideration noting the Liquor Store, 2008B fund balance of \$51k, Capital Plan, and Crosslake Preserve sidewalks,

*Motion to adjourn the meeting at approximately 8:48 pm by Ovick, seconded by Pettie. Motion carried with Pederson, Pettie, Ovick, and Scholin in support and non against.*

Matt Van Steenwyk  
City Administrator

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