



**Draft Regular City Council Meeting Minutes**  
**September 4, 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, and City Engineer Greg Anderson.

Mayor Pederson called the meeting to order at approximately 6:31 p.m. and led the Council in the Pledge of Allegiance.

**Proposed Additions or Deletions to Agenda** – A request was made to add discussion of the CSAH 7 project cost summary and to delete the Dave Hill recognition item. *Motion by Sloan, seconded by Pettie, to approve the agenda as revised. Motion carried by unanimous consent.*

**Consent Agenda** - The consent items include the approval of the Approval of the August 7, 2019, Regular Meeting Minutes, Approval of the August 2019 Expenditures, Approval of the Pine County Fines Reports for July 2019, and Approval of the pass-through Gambling Funds from Rock Creek Lions to Chamber of Commerce. Scholin made note that the purchase of candy for the parade (\$400) is not an allowed expenditure. A noted of a correction needed on the August 7<sup>th</sup>, 2019 meeting minutes was presented as well as an inquiry on the canceled checks in the AP listing. *Scholin made a motion, seconded by Pettie, to approve the consent items as presented with noted comments. Motion carried by unanimous consent.*

**Open Forum** – Robert provided a comment on the Woodpecker ridge project making note of concerns on the road condition and accessibility of the road contrary to the stated project guidelines. He noted concerns with not following time restrictions and safety concerns with holes and bus pickup.

Anderson provided an update on the project and impacts of the soil and weather on the road condition and project timeline.

Cheryl Sharpetier provided a comment on the road conditions at the project and gravel concerns. She also made comment on the water bills and the hose connection to rear of house. She voiced concerns on how the billings will be calculated. A request to have a sign added to indicate if the road is passible or not. Anderson made note of looking into accommodating that request.

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**City of Pine City**

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Annette Horn – Voiced concerns with the medically fragile people in the area and concerns with ambulance service on the roadway as well as fire safety services.

Mike Sauser 105 10<sup>th</sup> St – made comment on the curb on 3<sup>rd</sup> Ave installed with no apron noting a need for sealing the apron. Mr. Sauser stated he had received questions on what is happening with the fishing docks and requested a status report. Montbriand and Smetana provided a status of the docks and the planned repairs to be done by the DNR. Montbriand to look at crack sealing.

Lisa McCormick – Representing Josh Willcoxon, 535 Highview Loop – Presented a summary of the land issue and retaining wall issues noting that there were no permits issues for the retaining walls. She noted the options to repair the wall at a cost of \$30,000, to remove the wall and regrade the property at \$10,000 and to reduce the height of the walls at a cost of approximately \$5,700. Ms. McCormick made a request for the City to consider funding the repair noting the beauty of the entrance area. McCormick made an offer of supplying the used block at another area in the development. A discussion was had on the legal process for the property. Staff to discuss internally what options are allowable by the City.

Ryan Johnson, 23724 Downey Rd, presented a contest to the Fire Call billed to their parcel. Van Steenwyk noted that the provided police report indicated the cause may be arson. Van Steenwyk note that prior arson related fire calls are generally not billed to the land owner. Staff to research and make a determination on the billability of the fire call.

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

**Presentation and approval of Pine City's Parks & Recreation Assessment and Story Map by MSA** – MSA provided an overview of their Park & Recreation Assessment and Story Map. A discussion was had on the use of the assessment for inclusion in the Comprehensive plan and budget discussions. *Motion by Ovick, seconded by Scholin, to accept the Parks & Recreation Assessment and Story Map presented by MSA. Motion carried.*

**Resolution #19-53 and TIF Development Agreement for Pine City Senior Living** – *Motion by Sloan, seconded by Pettie, to approve Resolution #19-53 authorizing the execution of the Pine City Senior Living Development agreement and TIF agreement contingent on no changes needing to be being made following explanation received from Ehlers. On a rollcall vote, the motion passed 5-0, with Pederson, Scholin, Ovick, Sloan, and Pettie voting in favor and none against.*

**Contract with Carlson-McCain for DEED Contamination Clean-Up grant writing** - Sauter provided a summary of the grant request. *Motion by Sloan, seconded by Pettie, to proceed with the Deed contamination clean-up grant writing to be provided by Carlson-McCain for \$1,000. Motion carried.*

**Hotel Developer: DesignWise** – Sauter provided a summary of the responses to the Hotel RFP. A discussion was had on the DesignWise proposal. Staff requested a recommendation from Council on proceeding with the DesignWise proposal or seeking additional RFP response. Consensus from the Council to proceed with the DesignWise proposal.

**Rental Housing Market Demand Study: Maxfield Research & Consulting** – Sauter provided a summary of the demands study and its relationship with the Mill property. *Motion by Sloan, seconded by Scholin, to proceed with the Maxfield Research & Consulting study with a portion to be paid by the MHP and other grants. Motion carried.*

**GIS Proposals** – Sauter provided a summary of the current GIS system and the purpose of the request noting the SEH, MSA, and County options. A discussion was had with the IWORQ system and the issues presented to staff in it's implementation. Sauter noted the less that satisfied nature of the program. A discussion was had on the pros

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and cons of the presented options. Anderson noted that SEH would cover the conversion costs to ESRI. *Motion tabled for discussion at a later meeting.*

**Consideration of Hegge Conditional Use Permit for In-Vehicle Sales & Service and Resolution #19-51** – Sauter provided a summary of the request to use the car wash on the property as a car wash. A discussion was had on the sound concerns. *Motion by Scholin, seconded by Pettie, to adopt 19-51 approving CUP with adding wording noting the silencers to be at or better than the data sheets provided by the petitioner.*

Mr. Prihoda, 630 5<sup>th</sup> Ave SW, voiced concerns with the sound issues and concerns with guarantees with addressing those noise issues. He requested consideration of the SE neighborhood.

Mr. Hegge provided some information related to the noise concerns and property valuation. Hegge noted the intent to provide the quietest air dryers availability.

Bob Leibel, 625 5<sup>th</sup> Ave SW, provided an inquiry of the snow piling along the west edge of the property causing snow to migrate to his adjacent property. Mr. Libel inquired about the fence size and location and property lines and property stake.

Mr. Hegge addressed the concerns regarding snow plowing and lot line stake concerns.

Mr. Prihoda requested that the City make sure the carwash is designed and constructed correctly.

*On a rollcall vote, the motion passed 5-0, with Pederson, Scholin, Ovick, Sloan, and Pettie voting in favor and none against.*

**Request by Nordic Star LLC for reduction in water charges** – Van Steenwyk provided a summary of the request to reduce the billing for Nordic Star LLC – Acct 20-00003635-00-9. *Motion to deny the request to reduce the billing by Ovick, seconded by Scholin. Motion carried.*

**Sidewalk infill information for Cross Lake Preserve** – Motion tabled until after capital budget discussion.

**Approve the street reconstruction prioritization list** - Motion tabled until after capital budget discussion.

**Discussion on 5th Street Parking Revision– Parallel on East and West Side** - A discussion was had on the current parking plan and concerns with individuals still parking angle parking. Direction to wait until the spring to reassess the parking.

**MDOT CSAH 7** – Anderson provided a summary of the cost summary for the CSAH 7 project costs attributable to City. Maury inquired on a change order to address the reduction in cost related to our pole replacement costs. A discussion was had on the installation of conduit on the south side. *Motion by Ovick, seconded by Pederson, to proceed with the installation of the conduit on the south side of the bridge – total estimated project costs of \$53,201.97. Motion carried.*

**Discussion regarding changing date or cancelling November 28 Council Meeting (Thanksgiving Day)** - *Motion by Sloan, seconded by Pederson, to cancel the meeting scheduled on the 11/28. Motion carried.*

**Approval to enter into negotiations with AFSCME and Teamsters** – Direction proceed with entering into negotiations with Sloan and Ovick on the committee for the Teamster’s agreement and Pettie and Scholin on the committee for AFSCME.

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**Carlson McCain Invoice #0040270 \$12,303.94** – Motion by Pettie, seconded by Ovick, to approve the Carlson McCain invoice in the amount of \$12,303.94. Motion carried.

**SEH Invoice #3722105 \$32,633.34** – Anderson provided a summary of the project and invoice. Motion by Pederson, seconded by Scholin, to approve the SEH invoice in the amount of \$32,633.34. Motion carried.

**Briggs Invoice #639095 \$6,023.61** – Van Steenwyk provided a summary of the intent of the invoice. Motion by Ovick, seconded by Sloan, to approve the Briggs invoice in the amount of \$6,023.61. Motion carried.

**Park Construction, 2019 Street Improvements, Payment #3 \$276,233.40** – Anderson provided a summary of the project and invoice. Motion by Pettie, seconded by Ovick, to approve the Park Construction invoice in the amount of \$276,233.40. Motion carried..

**August 2019 Monthly Liquor Sales Report** – No action was taken on this item.

**Rich Elliot promotion** – Smetana provided a summary of the position request and need. Motion by Ovick, seconded by Pederson to approve promoting Rich Elliot to a Keyholder position at \$12.50 per hour effective September 4<sup>th</sup>. Motion carried.

**Approval of Property Use License Agreement between ISD and PC Youth Hockey Association** – Motion by Ovick, seconded by Scholin, to approve the Property Use License Agreement between the IDS and the PC Youth Hockey Association. Motion carried. Staff to forward to Deb Wagner at the school.

**Pine City Civic Center** – No updated was made or offered.

**Hilltop Park Improvements water connection discussion** – No action was taken on this item.

*Motion to adjourn the meeting at approximately 9:48 pm by Ovick, seconded by Pettie. Motion carried.*

Matt Van Steenwyk  
City Administrator

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