

**Brainerd, MN
July 6th, 2021**

Pursuant to due call and notice thereof, the regular meeting of the Brainerd City Council was called to order at 7:30 P.M. by Council President Bevans.

Upon roll call, the following members were noted as present: O'Day, Stunek, Johnson, Pritschet, Stenglein, Erickson, and Bevans. Mayor Badeaux was noted as present.

Council President Bevans opened the meeting with the Pledge of Allegiance to the flag.

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND JOHNSON, DULY CARRIED, TO APPROVE THE AGENDA WITH ADDITION OF WATER TOWER COMMITTEE PRESENTATION AND DW JONES PRESENTATION AS THE FIRST ITEM OF PERSONNEL AND FINANCE COMMITTEE REPORT.

MOVED AND SECONDED BY ALDERMEN STUNEK AND ERICKSON TO APPROVE THE CONSENT CALENDAR.

- A. Approval of Bills- Approved
- B. Approval of the Minutes of the Regular Meeting held on June 21st, 2021- Approved
- C. Approval of Licenses-Approved
- D. Department Activity Reports
- E. Temporary On-Sale Liquor License Application- Submitted by Brainerd Jaycee's for an Event to be held July 31- August 1, 2021, at Memorial Park (updated dates)- Approved
- F. Minnesota Lawful Gambling Application for Exempt Permit- Submitted by Minnesota Deer Hunters Association Brainerd Chapter for an Event to be held on September 10, 2021, at the Crow Wing County Fair Grounds Curling Club- Approved
- G. Temporary On-Sale Liquor License Application- Submitted by Brainerd Sports Boosters for an Event to be held on September 11, 2021 (rescheduled due to COVID)-Approved
- H. Temporary On-Sale Liquor License Application- Submitted by Brainerd Jaycee's for an Event to be held September 18-19, 2021, at Memorial Park (updated dates)-Approved
- I. Minnesota Lawful Gambling Application for Exempt Permit- Submitted by Brainerd Fire Relief Assoc. for an Event to be held on December 6, 2021, at the Brainerd Fire Department-Approved

Upon roll call, members O'Day, Stunek, Johnson, Pritschet, Stenglein, Erickson, and Bevans voted "aye". No member voted "nay". The Chair declared the motion carried.

Presentations

Lakes Area Media Collaborative Presentation

David Henschke, 21535 Rose Lake Ln, Ironton, Executive Director, Lakes Area Media Collaborative was recognized by the chair to present to the Council. Mr. Henschke provided

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information about Public Access Education and Government (PEG) channels in communities as well as the background and goals of the Lakes Area Media Collaborative. The collaborative functioned for 15 years out of the Brainerd High School with use of their equipment and studio. However, it is now looking for a different space and needs to purchase equipment. Anticipating the need for these things is the reason, Mr. Henschke, stated for a large fund balance held by the collaborative. The Chair recognized Chris Ford, B Johnson & Associates, who is the accountant for Lakes Area Media Collaborative to clarify financial questions.

Citizens to Save the Water Tower Committee Update

The Chair recognized Paul Skogen, 11347 Norway Dr, Baxter, Chair of the Citizens to Save the Water Tower Committee. Mr. Skogen explained the work scope and cost estimate for phase one to preserve the water tower. He also shared the importance the water tower has in Brainerd and the preservation of its history. The Chair asked Mr. Skogen to submit a formal ask to the Council so it can be put on the agenda for the next meeting. The Chair also asked Member Johnson to reproduce the original motion having to do with the \$300,000 that is set aside in the capital fund for the water tower.

Council Committee Reports

Safety and Public Works

Adopt Resolution- 2022 Capital Transit Bus Purchase- Approved

Committee Chair O'Day explained again that 80% of the cost is covered by the State and of the remaining the City is responsible for 46% of the remaining cost, less \$13,000 that is being covered by insurance. The City's portion is roughly \$2400 for the cost of the bus.

MOVED AND SECONDED BY ALDERMEN O'DAY AND ERICKSON, TO ADOPT RESOLUTION 35:21 TO AUTHORIZE USE OF 2022 CAPITAL FUNDING TO PURCHASE A TRANSIT BUS FROM NORTH CENTRAL BUS SALES OF ST. CLOUD AT A TOTAL COST OF \$91,073.

RESOLUTION 35:21

Upon roll call, members O'Day, Stunek, Johnson, Pritschet, Stenglein, Erickson, and Bevans voted "aye". No member voted "nay". The Chair declared the motion carried.

Event/Alley Closure Application- Shep's On 6th- Elbow Convention- Approved

Committee Chair O'Day stated that this event is from August 27th through 29th it is the 29th annual event.

MOVED AND SECONDED BY ALDERMEN O'DAY AND PRITSCHET, DULY CARRIED, TO ACCEPT THE EVENT APPLICATION WITH UNDER THE CONDITION THAT AN INSURANCE CERTIFICATE IS SUBMITTED AND REQUEST TRAFFIC CONTROL 1 WEEK PRIOR TO THE EVENT.

Personnel & Finance

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DW Jones Presentation

Skip Duchesneau, PO Box 175, Walker, DW Jones Management, was recognized by the chair to present the concept and funding needs for Eight05 Laurel Housing Development. DW Jones is applying for tax increment financing through the State of Minnesota Housing and Finance. The resolution presented is needed to get points for the application to show that the local housing market is in need and that the City is in support of the housing development.

Andrew Duchesneau, 7015 County Road 50, Walker, DW Jones Management, was recognized by the chair to present the potential plan and layout of the Eight05 Laurel Housing Development.

Adopt Resolution of Support for the use of Tax Increment Financing (TIF) for a Rental Housing Development Project- Approved

Committee Chair Johnson reiterated that passage of the resolution would be support of the concept of a TIF district housing development it is not a commitment of tax dollars. The HRA also has passed a similar resolution as part of the application for funding to help the project move forward.

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK, TO ADOPT RESOLUTION 36:21 SUPPORTING THE USE OF TAX INCREMENT FINANCING FOR EIGHT05 HOUSING.

RESOLUTION 36:21

Upon roll call, members O'Day, Stunek, Johnson, Pritschet, Stenglein, Erickson, and Bevans voted "aye". No member voted "nay". The Chair declared the motion carried.

Accept Resignation of Community Service Officer Hunter Furstenberg- Approved

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STENGLEIN, DULY CARRIED, TO ACCEPT RESIGNATION OF COMMUNITY SERVICE OFFICER (CSO) HUNTER FURSTENBERG AND AUTHORIZE FILLING THE VACANCY AT THE CURRENT HOURLY RATE OF \$14 PER HOUR.

Accept Resignation of Officer Brandon Anderson- Approved

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK, DULY CARRIED, TO ACCEPT THE RESIGNATION OF OFFICER BRANDON ANDERSON.

Approve Promotion of Miranda Halverson to Police Records Lead Position- Approved

Committee Chair Johnson stated Ms. Halverson started out as a Community Service Officer with the police department, then moved into police record management technician position, and now lead position which is exciting for the department.

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STENGLEIN, DULY CARRIED, TO AUTHORIZE PROMOTION OF MIRANDA HALVERSON TO POLICE RECORDS LEAD POSITION EFFECTIVE JULY 7TH, 2021; FURTHER THAT SHE BE PLACED ON STEP 5

OF THE POLICE RECORDS MANAGEMENT LEAD WAGE GRID AND AUTHORIZE STAFF TO START THE HIRING PROCESS TO BACKFILL THE POLICE RECORDS MANAGEMENT TECHNICIAN POSITION.

Adopt Resolution Approving State of Minnesota BCA Joint Powers Agreement and Authorize Appropriate Signatures- Approved

Committee Chair Johnson stated that this was standard resolution that allows the City Prosecutor to access the Bureau of Criminal Apprehension (BCA) database.

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK TO ADOPT RESOLUTION 37:21 AUTHORIZING THE CITY ADMINISTRATOR AND MAYOR TO SIGN AND EXECUTE THE MASTER JOINT POWERS AGREEMENT AND AMENDMENT FOR THE CITY PROSECUTOR'S ACCESS TO THE CDJN SUBSCRIBER AGREEMENT.

RESOLUTION 37:21

Upon roll call, members O'Day, Stunek, Johnson, Pritschet, Stenglein, Erickson, and Bevans voted "aye". No member voted "nay". The Chair declared the motion carried.

Approve Memorandum of Agreement for Accounting Supervisor to Perform Accountant I Duties- Approved

Committee Chair Johnson stated that this is a Memorandum of Agreement in order for Ms. Pernula to continue to perform her current duties while she is training to become the Accounting Supervisor. This has already been approved by the Brainerd Public Utilities Commission (PUC) and is pending negotiation by the IBEW Union.

MOVED AND SECONDED BY JOHNSON AND STENGLEIN, DULY CARRIED, TO APPROVE MEMORANDUM OF AGREEMENT (MOA) BETWEEN THE CITY AND THE IBEW (BPU) UNION SUBJECT TO UNION NEGOTIATION ALLOWING MS. JANA PERNULA TO CONTINUE TO PERFORM ACCOUNTANT I DUTIES WHICH IS COVERED BY THE UNION CONTRACT UNTIL MARCH 25, 2022.

Adopt Resolution to Authorize Submission for the Coronavirus Local Fiscal Recovery Fund Established Under the American Rescue Plan Act (ARPA)- Approved

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK, TO ADOPT RESOLUTION AUTHORIZING SUBMISSION OF DATA TO THE STATE TO OBTAIN CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS UNDER THE AMERICAN RESCUE PLAN ACT (ARPA).

RESOLUTION: 38:21

Upon roll call, members O'Day, Stunek, Johnson, Pritschet, Stenglein, Erickson, and Bevans voted "aye". No member voted "nay". The Chair declared the motion carried.

Unfinished Business

Committee Recommendations- Mayor Badeaux Recommended- Approved

Andrew Shipe- Parks and Recreation Board, 1 term (expires 12/31/24)

MOVED AND SECONDED BY ALDERMEN JOHNSON AND PRITSCHET, DULY CARRIED, TO APPROVE ANDREW SHIPE TO THE PARKS AND RECREATION BOARD FOR 1 TERM EXPIRING DECEMBER 31ST, 2024.

Call for Applicants – Informational:
(Application Information at www.ci.brainerd.mn.us/boards/)

Mayor Recommended: (terms to expire on 12/31 of said year)

Cable TV Advisory Committee – 1 term (Expire 2021) – 2 terms (Expire 2022)

Charter Commission – 1 term (Expire 2022)

Park Board – 1 term (Expire 2024)

Rental Dwelling License Board of Appeals – 3 terms (Expire 2022)

Transportation Advisory Committee (TAC) – 1 term (Expire 2022)

Mayor Recommended: (terms to expire 09/07 of said year)

Economic Development Authority (EDA) – 1 term (Expire 2021) – 1 term (Expire 2026)

Council President Recommended: (terms to expire 12/31 of said year)

Police & Fire Civil Service Commission – 1 term (Expire 2023)

Ad Hoc Committees – Applicants Needed

Water Tower Fundraising Committee – Two positions available

Public Forum

The Chair opened public forum at 8:58

None came forward.

The Chair closed public forum at 8:59

Staff Reports

City Administrator Bergman stated that she attended the virtual League of Minnesota Cities Annual Conference, and she is excited to connect with people in person. Ad Hoc committees are expected to be brought back by resolution at the August 2nd meeting. On July 8th Administrator Bergman and Human Resources Director Schubert will be attending the IAFF mediation in Saint Paul and are hopeful that it will be the last mediation. The Charter Commission is meeting on July 14th. Ms. Bergman participated in the Rotary Change of Gavel Ceremony for Brainerd Rotary; she is happy to turn the gavel over to Treavor Harting. Finally, Member O'Day spoke to the City's Float in the Brainerd Independence Day parade that was a "blast" to be a part of. The City's float was based on the movie Fargo which received 1st Place in the Parade.

City Engineer/ Interim Public Works Director Sandy spoke about 4th street construction which is nearing the end of phase two. The signals are on back order which will delay the end of the project until August, but there will be a temporary solution until the signals are put in. The TH210 project has been announced by MnDOT as a partnership between the MnDOT, Crow Wing

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County and the City of Brainerd. There will be a joint presentation for the City and County by MnDOT on August 2nd, at 4:00 p.m.

Community Development Director Chanski stated that Governor Walz approved the Fiscal Year 2021 Environmental Resource Trust Fund appropriations as a part of the Department of Natural Resources Legislative- Citizen Commission on Minnesota Resources (LCCMR) to the City in the amount of \$2.85 million dollars for the Mississippi Landing Trailhead Park project.

Human Resources Director Schubert stated that in preparation for union negotiations this fall, staff are starting to conduct market surveys for wages and benefits for City positions. Planning on having a closed union negotiation strategy session on August 2nd.

Mayors Report

Mayor Badeaux thanked the citizens, staff for participating in the parade, but most of all the Fire Department, Police Department, and Firework Staff for their hard work on the Independence Day Celebration.

Council Member Reports

Member Erickson commented that as an observer of the celebrations it was a great experience. Congratulated the float winners.

Member Pritschet stated that it was wonderful to see everyone celebrating but reminded everyone that we are not celebrating the "4th of July" rather the Declaration of Independence from Great Britain.

Member O'Day commented again how much fun it was to participate in the celebrations.

Member Johnson congratulated the Mayor and Brainerd Community Action for planning the celebration in a month. The fireworks were suspenseful and to be remembered. Mr. Johnson read in the Brainerd Dispatch that one of the City's Police Officer's rescued a woman from a burning house, he stated it is so great to hear another positive story from the police department. He is very happy and excited about the grant for the Trailhead Park and stated he will be proposing an ad hoc committee to include the citizens on the development of the park. Finally, Brainerd Public Utilities approved engineering services to improve wastewater treatment to reduce the amount of waste hauled to other facilities.

Adjourn to Council Workshop- Zoning Code Update, July 12, 2021, at 6:00 P.M. at the Fire Department Training Room- Approved

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STENGLEIN, DULY CARRIED, TO ADJOURN TO THE COUNCIL WORKSHOP- ZONING CODE UPDATE ON JULY 12TH, 2021 AT 6:00 P.M. AT THE FIRE DEPARTMENT TRAINING ROOM.



Jennifer Bergman
City Administrator

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