

**Brainerd, MN  
January 4, 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 Johnson.

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

**Administer Oath of Office**

City Administrator Bergman administered the Oath of Office to the following:

Dave Badeaux – Mayor  
Dave Pritschet – Alderman, Ward 1  
Tiffany Stenglein – Alderman, Ward 3  
Tad Erickson – Alderman, At Large  
Mike O’Day – Alderman, At Large  
Kevin Stunek – Alderman, At Large

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

**Presentations**

Mayor Badeaux presented Tower Awards to retiring Police Chief Corky McQuiston and Parks Director Tony Sailer. He praised Tony Sailer with the hard work and dedication for our parks and for the ability to pivot directions at a moment’s notice. Mayor Badeaux shared a memory he had of Corky McQuiston when he first became an elected official and commended him for his leadership over the many years of service. Both Mr. Sailer and Mr. McQuiston thanked City Council members past and present, staff, and fellow coworkers for the support and awards.

**Election of President and Vice President of the Council for 2021-2022**

Council President Johnson asked for nominations for Council President and Vice President for calendar years 2021 and 2022.

Alderman Stunek nominated Alderman Bevans to serve as Council President

Alderman Bevans nominated Alderman Johnson to serve as Council Vice President.

As there were no other nominations, Council President Johnson closed nominations and asked for a voice vote to elect Alderman Bevans as Council President and Alderman Johnson as Vice President.

All members voted “aye”. No member voted “nay”. The Chair declared the nominations passed.

**Approval of the Agenda - Approved**

January 4, 2021

MOVED AND SECONDED BY ALDERMEN JOHNSON AND PRITSCHET, DULY CARRIED, TO AMEND THE AGENDA BY ADDING ITEM 9H. APPOINTMENT OF COUNCIL COMMITTEES FOR 2021-2022 UNDER NEW BUSINESS.

**Approval of Consent Calendar - Approved**

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND STUNEK, DULY CARRIED, TO APPROVE THE CONSENT CALENDAR.

**A. Approval of Bills (2020 Year End & January 4, 2021) And Transfers of Funds - Approved**

General Fund to Airport Fund per Budget	\$155,500
General Fund to Mayor Contingency Fund per Budget	2,500
General Fund to IT Capital Fund per Budget	20,000
Public Safety Fund to Fire Capital Fund per Budget	188,310
Public Safety Fund to Debt Service Fund per Budget	148,727
Public Safety Fund to Capital Fund per Budget	65,000

**B. Approval of the Minutes of the Regular Meeting held on December 21, 2020 - Approved**

**C. Approval of Licenses - Approved**

Contractor Licenses – 22

**D. Department Activity Reports - Approved**

1. Fire Chief

**E. Appointment of City Officials Pursuant to City Charter – 2021/2022 Term - Approved**

1. City Engineer – Paul Sandy, P.E.
2. City Building Official – Darrin Deseth
3. City Attorney – Joseph J. Langel

**F. Police Dept. Biennial Body Camera Audit Report - Approved**

**G. Designation of Brainerd Dispatch as Official Newspaper for Calendar Year 2021 Pursuant to City Charter; and Authorize Signature on Contract with the Dispatch - Approved**

**H. Designation of Finance Institutions as Depositories for 2021 Pursuant to City Charter - Approved**

**I. Adoption of a Resolution Approving Signature Authorization for 2021 Capital Projects for the Brainerd Lakes Regional Airport – Adopted Resolution 01:21**

**J. Approval of Off-Sale Liquor License – Submitted by the American Legion Post #255, 708 Front St., Brainerd – Contingent Upon Fire Department Approval - Approved**

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

**Unfinished Business**

**Call for Applicants – Informational:**

**(Application Information at [www.ci.brainerd.mn.us/boards/](http://www.ci.brainerd.mn.us/boards/))**  
**PLEASE NOTE: THIS INCLUDES ANY EXPIRING TERMS UP FOR REAPPOINTMENT - ALL CURRENT MEMBERS ARE REQUIRED TO REAPPLY**

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

Cable TV Advisory Committee – 1 term (Expire 2021) - 1 term (Expire 2022)  
Charter Commission – 2 terms (Expire 2024)  
Housing & Redevelopment Authority (HRA) – 1 term (Expire 2025)  
Park Board – 1 term (Expire 2025)  
Public Utilities Commission – 1 term (Expire 2025)  
Rental Dwelling License Board of Appeals – 5 terms (Expire 2022)  
Transportation Advisory Committee (TAC) – 3 terms (Expire 2022)

**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

**New Business**

**Ratification of Hiring Police Officer Brandon Anderson - Approved**

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK, DULY CARRIED, TO AFFIRM HIRING OF POLICE OFFICER BRANDON ANDERSON, STARTING AT LELS 2021 STEP 1 RATE OF \$28.26/HOUR, WITH A STARTING DATE OF JANUARY 25, 2021.

**Authorize Promotion of James Kramvik to Assistant Planner - Approved**

MOVED AND SECONDED BY ALDERMEN STUNEK AND O'DAY TO AUTHORIZE THE PROMOTION OF JAMES KRAMVIK TO ASSISTANT PLANNER AT STEP 1 (\$25.15 PER HOUR), EFFECTIVE JANUARY 5, 2021.

Council member Johnson stated he will be voting against the motion, as he was told at previous council meetings this position would not be created.

Members Pritschet, Stenglein, Erickson, O'Day, Stunek, and Bevans voted "aye". Member Johnson voted "nay". The Chair declared the motion carried.

January 4, 2021

MOVED AND SECONDED BY ALDERMEN ERICKSON AND STENGLEIN TO AUTHORIZE STAFF TO CONDUCT THE HIRING PROCESS FOR AN ADMINISTRATIVE SPECIALIST 2 POSITION TO REPLACE THE VACANT ZONING SPECIALIST/PERMIT TECH POSITION.

Community Development Director Chanski indicated this position would essentially be the last position held by Laurie Johnson prior to her retirement.

Members Pritschet, Stenglein, Erickson, O'Day, Stunek, and Bevans voted "aye". Member Johnson voted "nay". The Chair declared the motion carried.

**Authorize Promotion of Marvin Bush to Street Maintenance III - Approved**

MOVED AND SECONDED BY ALDERMEN JOHNSON AND PRITSCHET, DULY CARRIED, TO APPROVE THE PROMOTION OF MARVIN BUSH TO STREET MAINTENANCE III, EFFECTIVE JANUARY 5, 2021 AT STEP 3 OF THE STREET MAINTENANCE III WAGE GRID (\$27.66 PER HOUR).

**Update of Police Chief Hiring - Approved**

HR Director Schubert explained Mr. Gary Weiers from DDA will be giving the update to the Council.

Mr. Weiers gave a brief update of the negotiations that were discussed with Mr. George Vinson and Mr. Vinson's letter withdrawing from the City's conditional job offer that was extended to him. Mr. Weiers stated he has been in contact with the next available candidate, Mr. Brent Baloun, who is still interested in the position but only at Step 6 of the wage grid.

Council discussion took place.

MOVED AND SECONDED BY ALDERMEN STUNEK AND ERICKSON TO APPROVE A CONDITIONAL JOB OFFER TO MR. BRENT BALOUN AT STEP 6 AND THE \$2,000 RELOCATION EXPENSE.

Council member Stunek withdrew his motion with Council member Erickson in agreement.

MOVED AND SECONDED BY ALDERMEN STUNEK AND ERICKSON TO APPROVE A CONDITIONAL JOB OFFER TO MR. BRENT BALOUN AT STEP 6 AND OFFICIALLY WITHDRAW THE CITY'S CONDITIONAL JOB OFFER TO MR. GEORGE VINSON.

Members Pritschet, Erickson, O'Day, Stunek, Johnson, and Bevans voted "aye". Member Stenglein voted "nay". The Chair declared the motion carried.

**Appointment of Acting Police Chief - Approved**

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK, DULY CARRIED, TO APPOINT ACTING DEPUTY CHIEF BESTUL AS AN INTERIM ACTING POLICE CHIEF EFFECTIVE JANUARY 16, 2021, AND UNTIL A NEW POLICE CHIEF IS ON

BOARD. FURTHER, BESTUL'S RATE OF PAY FOR THIS TEMPORARY APPOINTMENT SHALL BE AT STEP 3 OF THE 2021 POLICE CHIEF WAGE GRID.

HR Director Schubert stated the Employee Policy Manual indicates Deputy Chief Bestul should start at the lowest step of the Police Chief wage grid, which is Step 2. However, placing him at that step would only increase his wage by \$.56/hour. She said it is recommended to appoint him at Step 3, which would be a \$2.81/hour wage increase. Police Chief McQuiston concurred, due to the increase in responsibility and job duties.

**Accept Resignation of Community Service Officer (CSO) Masen Barton – Approved**

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND ERICKSON, DULY CARRIED, TO ACCEPT WITH REGRET THE RESIGNATION OF COMMUNITY SERVICE OFFICER (CSO) MASEN BARTON.

**Planning Commission Terms – Direction Given**

Community Development Director Chanski explained the Planning Commission is concerned with the current term expiration dates. He indicated three of the members will expire in 2021, and the remaining three will expire in 2022. The Commission felt these terms should be staggered more evenly due to the large projects they are working on.

Council discussion took place, and it was determined for staff to bring the current policy back to the Council with suggested changes.

**(Added Item) Appointment of Council Committees - Approved**

Council President Bevans nominated the following members to the Personnel and Finance Committee and the Safety Public Works Committee:

Personnel and Finance Committee

Kevin Stunek, Tiffany Stenglein, and Gabe Johnson as Chair

Safety and Public Works Committee

Dave Pritschet, Tad Erickson, and Michael O'Day as Chair

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK, DULY CARRIED, TO APPOINT THE MEMBERS TO THE COMMITTEES AS INDICATED ABOVE.

**Public Forum**

The Chair opened the public forum at 8:20 p.m.

No one came forward.

The Chair closed the public forum at 8:21 p.m.

**Staff Reports**

January 4, 2021

City Administrator Bergman indicated she has completed Performance Evaluations for Department Heads and stated the evaluation form could use a few minor changes for future reviews. She stated she will have the framework for her performance review available at the January 19, 2021 Council meeting and requests a closed session after that meeting.

City Engineer Sandy thanked the Council for the additional two-year appointment as City Engineer.

Community Development Director Chanski indicated he has completed two years with the City and thanked the Council for the opportunity. He said the Parking Commission has started to meet and will meet the third Thursday each month at 4:00 p.m.

### **Mayor's Report**

Mayor Badeaux stated a fellow classmate who went on to become a teacher has asked him to speak at his economics class about the City and financials. He thanked the Council for the work that has been done in the past to make his presentation to the class a positive one. Mayor Badeaux said one of his goals as Mayor is to speak to as many students as possible about our great city.

### **Council Member Reports**

Council member Stunek thanked the street crews for the great job plowing.

Council member Johnson thanked the Council for the opportunity to serve as Council President the last two years and wished good luck to the new committee appointees.

Council member Erickson welcomed the new members to the Council.

Council member Bevans announced the EDA meeting will be taking place on Thursday, January 7<sup>th</sup> at 7:30 a.m. via WebEx teleconference.

Council member O'Day is looking forward to being involved as a City Council member.

### **Adjourn to Closed Session Pursuant to MN Statute 13D.05, Subd. 3(B), Attorney-Client Privilege To Discuss Tom's Backhoe Services, Inc. v. City of Brainerd Pending Litigation – 8:30 p.m.**

The Council reconvened at 8:51 p.m.

### **Adjourn to Closed Session Pursuant to MN Statutes 13D.03 to Discuss Labor Negotiation Strategy – 8:54 p.m.**

The Council reconvened at 9:09 p.m.

The Chair adjourned the meeting at 9:10 p.m.

---

Jennifer Bergman

City Administrator

January 4, 2021