

Brainerd, MN
September 7, 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: Stunek, Johnson, Pritschet, Stenglein, Erickson, O'Day, and Bevans. Mayor Badeaux was also noted as present.

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

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO APPROVE THE AGENDA.

MOVED AND SECONDED BY COUNCIL MEMBERS PRITSCHET AND JOHNSON TO APPROVE THE CONSENT CALENDAR.

- A. Approval of Bills- Approved
- B. Approval of the Minutes of the Regular Meeting held on August 16th, 2021, and City Council Budget Workshop held on August 30, 2021- Approved
- C. Approval of Licenses-Approved
- D. Department Activity Reports- Approved
- E. Retirement of K9 Keno and Authorize Sale of Asset- Approved
- F. Mississippi Landing Trailhead Grant Agreement- Approved
- G. Minnesota Lawful Gambling Application to Conduct Excluded Bingo- Submitted by St. Andrew's Church of Brainerd, 1108 Willow St, Brainerd.- Bingo Events to be held at St. Andrew's on November 20, 2021.- Approved
- H. Minnesota Lawful Gambling Application for Exempt Permit Submitted by the Brainerd Jaycee's for an Event to be held on September 18, 2021, at Intersection of East River Road and Laurel St, Brainerd, MN.- Approved

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

Community Member of the Month

Tom Swanson was recognized by Council Member Stunek as Community Member of the Month for his service to his community as a member of the American Legion and Veteran. He organizes all of the volunteers for the county fair parking, pancake breakfasts, and many other events that the Legion puts on. He has coordinated these events since 2006. The Council thanked Mr. Swanson for all that he does for the community.

Council Committee Reports

Personnel & Finance

Accept the Resignation of CSO Andrew Thielke Effective August 12, 2021, and Request to Hire- Approved

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Committee Chair Johnson stated that Mr. Thielke will be attending school in Bemidji.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED TO ACCEPT THE RESIGNATION OF CSO THIELKE; FURTHER TO AUTHORIZE HIRING BREVON LESNER AND CARTER DAVIS AS COMMUNITY SERVICE OFFICERS AT A RATE OF \$14.00 PER HOUR.

Authorize Hiring Nick Karsnia as Community Service Officer- Approved

Committee Chair Johnson stated that Nick was the police intern this summer and wants to stay active with the Department.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STENGLEIN, DULY CARRIED TO AUTHORIZE HIRING NICK KARSNIA AS COMMUNITY SERVICE OFFICER EFFECTIVE AUGUST 21, 2021, AT A RATE OF \$14.00 PER HOUR.

Approve Hiring Alexander Korte as Police Records Management Technician- Effective September 15, 2021, at Step 4 at a rate of \$24.38 per hour- Approved

Committee Chair Johnson stated that Mr. Korte is being placed at step 4 because of years of experience in a similar position, education, and other factors that warrant step 4.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO AUTHORIZE HIRING OF ALEXANDER KORTE EFFECTIVE SEPTEMBER 15, 2021; FURTHER, THAT HE BE PLACED ON STEP 4 OF THE RECORDS MANAGEMENT TECHNICIAN WAGE GRID AT A RATE OF \$24.38 PER HOUR.

Approval of 2022 Sourcewell Health Insurance Rates- Recommended by the Employee Insurance Committee- Approved

Committee Chair Johnson stated that this was a rate that was brokered by our agent, saving the City about \$50,000.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STENGLEIN, DULY CARRIED, TO APPROVE THE 2022 SOURCEWELL HEALTH INSURANCE RATES WITH A 3.7% AVERAGE INCREASE; FURTHER TO CONTINUE UTILIZING SOURCEWELL'S SMART PLANS NUMBERS 1, 3, AND 7 AS OUR 2022 HEALTH PLAN OPTIONS.

Authorize Switching to VSP for Vision Insurance Effective January 1, 2022- Approved

Committee Chair Johnson stated that this plan is paid 100% by employees, so it has no budgetary effect on the City. The recommended change is a suggestion from the employee insurance committee and the change allows for more local vendors.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO APPROVE SWITCHING TO THE VSP VISION PLAN OFFERED THROUGH THE MN HEALTHCARE CONSORTIUM EFFECTIVE JANUARY 1, 2022.

2022 HRA Levy Request Discussion- Information only

Committee Chair Johnson stated that the committee directed staff to include the 2022 HRA levy request with the preliminary levy resolution. The levy requested is the maximum allowed per state statute.

Safety and Public Works

Approve Event/ Street Closure Application- Brainerd Fire Department Open House- Approved

Committee Chair O'Day stated that the annual open house is on October 7th, 2021, from 5-7 p.m.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND PRITSCHET, DULY CARRIED, TO APPROVE THE EVENT/ STREET CLOSURE APPLICATION FOR THE BRAINERD FIRE DEPARTMENT OPEN HOUSE UNDER THE CONDITION THAT THE APPLICANT REQUEST TRAFFIC CONTROL FOR THE STREET CLOSURE ONE WEEK PRIOR TO THE EVENT.

Approve Event/ Street Closure Application- ECFE Touch a Truck- Approved

Committee Chair O'Day stated that this event is on October 9th, 2021, from 10 a.m.-12 p.m. as a chance for families to get up close to community vehicles.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND ERICKSON, DULY CARRIED, TO APPROVE THE EVENT/ STREET CLOSURE APPLICATION FOR THE ECFE TOUCH A TRUCK EVENT UNDER THE CONDITION THAT THE APPLICANT REQUEST TRAFFIC CONTROL FOR STREET CLOSURE ONE WEEK PRIOR TO THE EVENT.

Approve Event/ Street Closure Application- Flapjack Festival- Approved

Committee Chair O'Day stated that this is the final event for the Sesquicentennial Celebration put on by the Save the Water Tower Committee.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND PRITSCHET, DULY CARRIED, TO APPROVE THE EVENT/ STREET CLOSURE APPLICATION FOR THE FLAPJACK FESTIVAL UNDER THE CONDITIONS THAT THE APPLICANT SUBMIT THE NECESSARY INSURANCE CERTIFICATE, THE REQUEST FOR TRAFFIC CONTROL BE MADE ONE WEEK PRIOR TO THE EVENT, ALL SIGNS AND BANNERS BE REMOVED AFTER THE EVENT, THAT THE APPLICANT WORK WITH POLICE STAFF FOR THE CLOSURE OF THE STREET, AND THAT THE APPLICANT NOTIFY THE ADJACENT BUSINESSES OF THE EVENT.

Approve Event/ Street Closure Application- Here for Good Market- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND ERICKSON, DULY CARRIED, TO APPROVE THE EXTENSION OF THE HERE FOR GOOD MARKET PERMIT UNDER THE SAME CONDITIONS AS THE PRIOR PERMIT.

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Approve Event/ Street Closure Application- DDBC Spooktacular- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND PRITSCHET, DULY CARRIED, TO APPROVE THE EVENT/ STREET CLOSURE APPLICATION FOR THE DESTINATION DOWNTOWN BRAINERD COALITION SPOOKTACULAR WITH THE CONDITIONS THAT THE APPLICANT COORDINATE POWER NEEDS WITH BPU STAFF, REMOVE ALL SIGNS AND BANNERS AFER THE EVENT, AND GET APPROVAL FROM NEIGHBORING BUSINESSES.

Approve Improvement 21-03 Final Pay Application- Approved

Committee Chair O'Day stated that the City budgets \$50,000 for this purpose every year.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND ERICKSON, DULY CARRIED, TO APPROVE THE FINAL PAY APPLICATION TO KNIFE RIVER IN THE AMOUNT OF \$48,938 FOR IMPROVEMENT 21-03- 2021 LARGE PATCH PROJECT.

Discussion of Whistle Free/ Quiet Zones- Information only

Committee Chair O'Day stated that the committee directed staff to learn from Baxter's study and expenditures. No action at this time, information only.

Unfinished Business

Public Hearing- Proposed Street Vacation- SW 7th Street South of Ethel Street- Approved

City Engineer/ Interim Public Works Director stated that at the August 2nd, 2021, City Council Meeting the Council accepted a petition to vacate a portion of SW 7th Street. The Council then set the public hearing for the August 16th meeting.

The Chair opened the public hearing at 7:47

No one came forward.

The Chair Closed the public hearing at 7:48

MOVED AND SECONDED BY COUNCIL MEMBERS PRITSCHET AND O'DAY TO ADOPT RESOLUTION TO VACATE SW 7TH STREET SOUTH OF ETHEL STREET.

RESOLUTION 50:21

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

Committee Recommendations- Recommended by Mayor Badeaux- Approved

Mayor Badeaux recommended the reappointment of Marie Kirsch to the EDA term expiring September 7th, 2027.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND PRITSCHET, DULY CARRIED, TO APPROVE THE REAPPOINTMENT OF MARIE KIRSCH TO THE EDA WITH TERM EXPIRING SEPTEMBER 7TH, 2027.

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)

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 2027) – 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

New Business

Authorize Plaque for Babe the Ox- Approved

The Chair recognized Brenda Billman-Arndt, 719 Laurel St, as a representative of the Destination Downtown Brainerd Council. The Waabigwan Ox is ready to be installed downtown with the approval of the plaque.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO PLACE THE PLAQUE AS PRESENTED.

Final Plat- Lots 1 through 17, Block 1, Northtown First Addition- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND ERICKSON, DULY CARRIED, TO APPROVE THE FINAL PLAT FOR LOTS 1 THROUGH 17, BLOCK 1, NORTHTOWN FIRST ADDITION, INCLUDING THE CONSERVATION EASEMENT.

Public Forum

The Chair opened public forum at 7:55 p.m.

No one came forward.

The Chair closed public forum at 7:58 p.m.

Staff Reports

City Engineer/ Interim Public Works Director Sandy stated that there were two business open houses for the 210 project that were well attended. The online open house for the project will close on September 13th.

Community Development Director Chanski stated that the zoning code is in the language writing stage to the residential, commercial/ industrial, and miscellaneous standards. There will be three workshops for language writing the first will be on October 11th. For public transparency there will be many opportunities coming up to engage citizens, the first being a pop-up open house on September 22nd, at the Here for Good Market. The Park Board chose WSB to be the design firm for the Mississippi Landing Trailhead Park. The EDA voted to request for proposals for economic development services for the City, the commission formed a subcommittee to work with staff to develop the RFP. Parking Commission is requesting to present their parking plan to the City Council at a workshop at a later date.

Fire Chief Holmes stated that Louisiana has requested firefighter support to fill vacancies in house for Hurricane Ida. The City has sent two firefighters to respond to this request.

Human Resources Director Schubert stated that the employee appreciation meals will be taking place the week of September 15th. The Council and Mayor are encouraged to attend these events. She requested that Council members let her know about their availability for these events to attend.

Administrator Bergman stated that the Park Board will be submitting their master plan for Lum Park for review. She stated that she felt the Senate Bonding tour was incredibly successful, Mayor Badeaux and Member Stenglein were in attendance. The House Capital Investment Committee will be present on September 23rd, and staff will be meeting with Representative Heintzeman on September 20th. Staff will be submitting monthly department reports going forward. Finally, the Sesquicentennial is September 18-25th. She thanked the community partners for holding 25 events during that week. The ribbon cutting for Memorial Park is on September 23rd at 1:30 p.m. The Rotary Riverside Park will also hold a ribbon cutting on September 21st at 12 p.m.

Mayors Report

Mayor Badeaux stated that the Parking Commission has developed a plan for parking downtown. The plan may pose disagreements for some citizens. The commission will request a workshop after their next meeting.

Council Member Reports

Council Member Pritchet congratulated the students, staff, and faculty on their first day back in school.

Council Member O'Day stated that he is looking forward to being a part of meetings on September 8th for the subcommittee for the EDA to RFP Economic Development Services for the

City as well as the Charter Commission that will be working with the Public Utilities Staff and Commission to update that section of the Charter.

Council Member Johnson is also looking forward to going through the RFP for Economic Development Services.

Adjourn

MOVED AND SECONDED BY COUNCIL MEMBERS STUNEK AND PRITSCHET, DULY CARRIED, TO ADJOURN THE MEETING.

The Chair adjourned the meeting at 8:10 p.m.


Jennifer Bergman
City Administrator

