

CITY COUNCIL AGENDA

Brainerd, Minnesota

October 6, 2014

7:30 P.M.

Brainerd City Hall

Council Chambers

Showcasing Brainerd – 7:15 P.M.

Mary Corrigan – Northland Arboretum

_____ Mayor Wallin
_____ M. Koep
_____ D. Pritschet
_____ D. Matten
_____ K. Bevans
_____ G. Scheeler
_____ C. Borkenhagen
_____ D. Parks

- 1. Call to Order – 7:30 P.M.**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of Agenda**
- 5. Consent Calendar (NOTICE TO PUBLIC) – All matters listed are considered routine by the Council and will all be enacted by one (1) motion. There will be no separate discussion of these items unless good cause is shown prior to the time the Council votes on the motion to adopt by roll call.**
 - A. Approval of the Minutes of the Regular Meeting held on September 15, 2014 and the Closed Session held on September 15, 2014, as distributed**
 - B. Approval of Licenses – (See Attachment)**
 1. Contractor's Licenses – 2 – New
 2. Contractor's Licenses – 2 – Renewals
 - C. Department Activity Reports – (See Attachments)**
 1. Mayor
 2. Fire Chief
 3. Park Director
 - D. Application and Permit for a 1-Day Temporary On-Sale Liquor License – Submitted by The Crossing Arts Alliance for an Event to be held on October 17, 2014 at the Franklin Arts Center, Brainerd – Approval of**
 - E. Minnesota Lawful Gambling Premises Permit Application – Submitted by Baxter Snowmobile Club to Establish Lease for Lawful Gambling Activity at**

Sud's, 1107 Oak Street, Brainerd – Contingent on Liquor License Completion – Adopt Resolution – (See Attachment)

- F. Application to hold Excluded Raffles at Jack's House during the Weeks of November 9th – November 13th of 2014 and March 23rd – March 27th of 2015 – Submitted by Brainerd/Baxter USBC Bowling Association – Approval of
- G. Minnesota Lawful Gambling – Application for Exempt Permit – Submitted by Brainerd Amateur Hockey Foundation for a Raffle to be held January 17, 2014 at Essentia Health Sports Center, 502 Jackson Street, Brainerd – Approval of
- H. LMCIT Regional Safety Group – Accept Program and Authorize Proper Signatures – (See Personnel & Finance Committee Agenda)
- I. Consulting Contract with Hilde Inc. for GASB 45 Actuarial Services – Approval of and Authorization of Proper Signatures – (See Personnel & Finance Committee Agenda)
- J. Initiative Foundation – “Walkability Audit” Grant in the amount of \$2,000 – Accept Grant and Authorize Proper Signatures – (See Personnel & Finance Committee Agenda)
- K. Fire Department – “Ag Star Fund for Rural America” Grant in the amount of \$3,000 – Accept Grant and Authorize Proper Signatures – (See Personnel & Finance Committee Agenda)
- L. Requests to Defer Assessments – Approval of – (See Personnel & Finance Committee Agenda)
- M. Engineering Department – Authorize City Engineer Hulsether Travel for Conference; October 28-October 31, 2014 – (See Personnel & Finance Committee Agenda)
- N. Police Department – Request Meeting of Police and Fire Civil Service Commission to Conduct a New Police Officer Eligibility List – Approval of – (See Personnel & Finance Committee Agenda)
- O. Police Department – Authorize Promotion of Sandra Anderson to Police Records Management Lead Position Effective October 7, 2014 – Approval of – (See Personnel & Finance Committee Agenda)
- P. Administration Department – Administrative Specialist/Accounts Payable – Darla Johnson – Completion of 6-Month Probation – Change Employment Status to “Regular” and Advance to Step “B” of the Salary Administration Plan (\$20.16/hour) – Effective 9/24/14 – Approval of – (See Personnel & Finance Committee Agenda)
- Q. Resolution Establishing Polling Locations and Setting Pay For Election Judges for the November 4, 2014 General Election – Adoption of – (See Attachment)

R. Set Budget Public Hearing for December 8, 2014 at 6:00 P.M. in the City Hall Council Chambers – Approval of

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

Cable TV Advisory Committee – 1 Term to Expire on 12/31/2016

Transportation Advisory Committee – 1 Term to Expire on 12/31/2015

HRA – 1 Term to Expire on 6/6/2019

EDA – 2 Terms to Expire on 9/7/2020

6. Approval of Bills – Recommended by the Personnel and Finance Committee

7. Council Committee Reports – (See Attached Agendas)

A – Personnel and Finance

B – Safety and Public Works

8. New Business

A. First Reading – Proposed Ordinance No. 1422 – An Ordinance Amending Brainerd City Code Section 1135 Regarding Tobacco, Tobacco Products and Tobacco Related Products – City Administrator Wussow recommends Dispensing with the Actual Reading – Approval of – (Memo Attached)

B. Set Special Council Meeting for Thursday, October 9, 2014 at 6:00 P.M. to Consider an Interim Use Permit as applied for by Brainerd Industrial Center – Approval of – (Memo Attached)

9. Public Forum. Time allocated for citizens to bring matters not on the agenda to the attention of the Council. Time limits may be imposed

10. Reports

A – Mayor

B – City Attorney

C – City Administrator

D – City Engineer – See Memo

E – City Planner

F – Fire Chief

G – Park Director

H – Council President

11. Council Other Committee Reports

12. Committee Recommendations – Recommended by Mayor Wallin

- A. Ms. Mary Aegerter – Appointment to both the Green Step City Committee and the Walkable Bikeable City Committee – (Ad Hoc Committees, no Expiration)

13. Adjourn – To October 9, 2014 Special Council Meeting at 6:00 P.M. at City Hall

NOTE: Safety and Public Works Committee will meet at 6:00 P.M.

Personnel and Finance Committee will meet at 6:30 P.M.

ANY INDIVIDUAL NEEDING SPECIAL ACCOMMODATIONS, PLEASE CALL 828-2307.

Visit the City's website at www.ci.brainerd.mn.us

MISSION

“Provide high quality, cost effective public services and leadership in creating a sustainable city”

CITY OF BRAINERD
PERSONNEL AND FINANCE COMMITTEE
AGENDA
October 6, 2014

City Hall Conference Room
6:30 P.M.

1. Approval of Bills
2. 2015 Health Insurance – Accept Plans and Rates – (See Memo)
3. Discussion of Personnel Policy Section 5 Subd. 4 – Conflicts of Interest – (See Memo)
4. LMCIT Regional Safety Group – Accept Program and Authorize Proper Signatures on Agreement – (See Memo/Consent Calendar)
5. Consulting Contract with Hilde Inc. for GASB 45 Actuarial Services – Approval of and Authorization of Proper Signatures – (See Memo/Consent Calendar)
6. Initiative Foundation – “Walkability Audit” Grant in the amount of \$2,000 – Accept and Authorize Proper Signatures – (See Letter/Consent Calendar)
7. Fire Department – “Ag Star Grant for Rural America” Grant in the amount of \$3,000 and Accept Grant and Authorize Proper Signatures – (See Memo/Consent Calendar)
8. Requests to Defer Assessments – Approval of – (See Memo/Consent Calendar)
9. Engineering Department – Authorize City Engineer Hulsether Travel for Conference; October 28-October 31, 2014 – (See Memo/Consent Calendar)
10. Police Department – (See Memos/Consent Calendar)
 - A. Request Meeting of Police and Fire Civil Service Commission to Prepare New Police Officer Eligibility List
 - B. Authorize Promotion of Sandra Anderson to Police Records Management Lead Position Effective October 7, 2014 – Approval of
11. Administration Department – Administrative Specialist/Accounts Payable – Darla Johnson – Completion of 6-Month Probation – Change Employment Status to “Regular” and Advance to Step “B” of the Salary Administration Plan (\$20.16/hour) – Effective 9/24/14 – Approval of – (See Memo/Consent Calendar)
12. Safety Committee Update – Informational – (See Committee Minutes)
13. Other

**COMMITTEES WILL ADJOURN BY 7:15 IN ORDER TO ATTEND “SHOWCASING BRAINERD”
PRESENTATION IN COUNCIL CHAMBERS**

**CITY OF BRAINERD
SAFETY AND PUBLIC WORKS COMMITTEE
AGENDA**

Monday, October 6, 2014
6:00 p.m.
City Council Chambers

1. Set Time for Street Tour
2. 2014 Improvements – Adoption of a Resolution Declaring Costs to be Assessed and Ordering Public Hearing for Monday, October 20, 2014 at 7:30 p.m. – (see attachment)
3. 2014 Downtown Special Services and Nuisances - Adoption of a Resolution Declaring Costs to be Assessed and Ordering Public Hearing for Monday, October 20, 2014 at 7:30 p.m. – (see attachment)
4. Improvement 13-17 – Willow Street Resurfacing – Quote for Sewer Wye Connection Repair – (see attachment)
5. 2015 Capital Improvement Program – (see attachment)
6. LRIP Applications – (see attachment)
7. Improvement 13-16 Tree Removal – (see attachment)
8. 712 4th Avenue NE Cleanup – (see attachment)
9. Street Light Requests – (see attachment)
10. Request for Connection Charge Reconsideration – (see attachment)
11. 1420 Quince Street – (see attachment)

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