

The Chair welcomed Mr. David Kaul, Avantech CFO, who discussed the history and upcoming expansion of Avantech. He answered questions of the Council and the Chair thanked him for his presentation. For further information on the Avantech, see [www.avantech.com](http://www.avantech.com)

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 Parks.

Upon roll call, the following members were noted present: Pritschet, Matten, Bevans, Scheeler, Borkenhagen, Koep and Parks. Mayor Wallin was also noted as present.

The Chair opened the meeting with the Pledge of Allegiance to the Flag.

The Chair announced that a presentation had been added to the agenda to directly follow the adoption of the Consent Calendar; that being the presentation of the AgStar Emergency Response Equipment Grant to the Brainerd Fire Department.

MOVED AND SECONDED BY ALDERMEN KOEP AND PRITSCHET, DULY CARRIED, TO APPROVE THE AGENDA AS AMENDED.

MOVED AND SECONDED BY ALDERMEN SCHEELER AND PRITSCHET TO ADOPT THE CONSENT CALENDAR AS PRESENTED.

**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 – Approved**

**B. Approval of Licenses – Approved**

1. Contractor's Licenses – 2 – New
2. Contractor's Licenses – 2 – Renewals

**C. Department Activity Reports – Approved**

1. Mayor
2. Fire Chief
3. Park Director

**D. Call for Applicants:**  
**(Application Information at [www.ci.brainerd.mn.us/boards/](http://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

EDA – 2 Terms to Expire on 9/7/2020

Upon roll call, members Pritschet, Matten, Bevans, Scheeler, Borkenhagen, Koep and Parks voted "aye." No member voted "nay." The Chair declared the motion carried.

### **Approval of Bills – Recommended by the Personnel and Finance Committee**

MOVED AND SECONDED BY ALDERMEN BEVANS AND PRITSCHET TO APPROVE THE PAYMENT OF BILLS AS PRESENTED.

Upon roll call, members Pritschet, Matten, Bevans, Scheeler, Borkenhagen, Koep and Parks voted “aye.” No member voted “nay.” The Chair declared the motion carried.

### **Presentation of AgStar Emergency Response Equipment Grant to the Brainerd Fire Department**

The Chair welcomed Ms. Nicki Skroch, Financial Officer for AgStar Financial Services, who presented a grant check to Fire Chief Stunek for Emergency Response Equipment in the amount of \$3,000.

### **Council Committee Reports**

#### **Personnel and Finance Committee Agenda**

#### **Payments to Contractors – Approved**

MOVED AND SECONDED BY ALDERMEN BEVANS AND MATTEN, DULY CARRIED, TO APPROVE THE PAYMENTS TO THE FOLLOWING CONTRACTORS FOR THE PROJECTS AND AMOUNTS LISTED:

| <u>Contractor</u> | <u>Project</u>          | <u>Amount</u> | <u>Retained</u> |
|-------------------|-------------------------|---------------|-----------------|
| Anderson Brothers | Willow St. Sewer Repair | \$21,975      | \$ 0            |
| Anderson Brothers | 2014 Pavement Patching  | \$28,173      | \$ 0            |

### **2015 Budget Update – Workshop set for Monday, November 24, 2014 at 6:00 P.M. in the City Hall Council Chambers – Approved**

The Council discussed the information included in the Packet and elected to hold another budget workshop:

MOVED AND SECONDED BY ALDERMEN BEVANS AND PRITSCHET, DULY CARRIED, TO HOLD A BUDGET WORKSHOP MEETING ON MONDAY, NOVEMBER 24, 2014 AT 6:00 P.M. IN THE CITY HALL COUNCIL CHAMBERS.

### **NJPA – Intern Contract – Approval of Agreement and Authorization of Proper Signatures – Approved**

A copy of the National Joint Powers staffing agreement to provide an intern for the City's Planning Department was included in the Packet.

MOVED AND SECONDED BY ALDERMEN BORKENHAGEN AND MATTEN, DULY CARRIED, TO APPROVE THE NATIONAL JOINT POWERS STAFFING AGREEMENT TO PROVIDE AN INTERN FOR THE CITY'S PLANNING DEPARTMENT; FURTHER, TO AUTHORIZE PROPER SIGNATURES ON REQUIRED DOCUMENTS.

### **Fire Department – FEMA Contract Update – Informational**

Per a memo from Fire Chief Stunek which was included in the Packet, it is not in the Department's best interest at this time to utilize funds to apply for the FEMA, SCBA or SAFER grants at this time.

**Parks Department:**

**Winter Staffing – Informational**

Per a memo from Park Director Sailer which was included in the Packet, the exchange of Park Department employees with the Street Department will be on a "need only" basis for the 2014 winter season and that the open Parks Department Maintenance position will not be filled until on or about April 1, 2015, which will result in an approximately \$30,000 savings to the City.

**Authorize Donations of Excess Items to Food Shelf – Approved**

MOVED AND SECONDED BY ALDERMEN BORKENHAGEN AND PRITSCHET, DULY CARRIED, TO AUTHORIZE THE DONATION OF EXCESS FOOD ITEMS FROM THE PARK DEPARTMENT'S CONCESSION STANDS.

**Safety and Public Works Committee**

**Nuisance Assessment Objections – See Individual Motions on Properties:**

*MOVED AND SECONDED BY ALDERMEN SCHEELER AND KOEP, DULY CARRIED, TO WAIVE THE NUISANCE ASSESSMENT FOR THE DOUCETTE PROPERTY AT 214 4<sup>TH</sup> AVE NE AND 405 B ST NE.*

*MOVED AND SECONDED BY ALDERMEN SCHEELER AND KOEP, DULY CARRIED, TO WAIVE THE NUISANCE ASSESSMENT FOR THE LORIMOR PROPERTY AT 1114 PINE ST AND 519 2<sup>ND</sup> AVE NE.*

*MOVED AND SECONDED BY ALDERMEN SCHEELER AND KOEP, DULY CARRIED, TO WAIVE THE NUISANCE ASSESSMENT FOR THE DK INVESTMENTS PROPERTY AT 620 N 6<sup>TH</sup> ST.*

*MOVED AND SECONDED BY ALDERMEN SCHEELER AND BORKENHAGEN, DULY CARRIED, TO REDUCE THE NUISANCE ASSESSMENT FOR THE SVENDSEN PROPERTY AT 1302 OAK ST TO \$125.*

*MOVED AND SECONDED BY ALDERMEN SCHEELER AND KOEP, DULY CARRIED, TO ACCEPT \$90 MONTHLY PAYMENTS FOR THE NUISANCE ASSESSMENT FOR THE HAMMER PROPERTY AT 206 NW 5<sup>TH</sup> ST.*

*MOVED AND SECONDED BY ALDERMEN SCHEELER AND BORKENHAGEN, DULY CARRIED, TO WAIVE THE NUISANCE ASSESSMENT AS RECOMMENDED BY STAFF FOR THE KELLING PROPERTY AT 1101 S 10<sup>TH</sup> ST.*

MOVED AND SECONDED BY ALDERMEN SCHEELER AND KOEP TO REQUIRE PAYMENT OF THE NUISANCE ASSESSMENT FINE FROM THE OWNERS OF THE KINDER-HANSON PROPERTY LOCATED AT 1420 QUINCE ST.

MOVED AND SECONDED BY ALDERMEN SCHEELER AND KOEP, DULY CARRIED, TO FOLLOW STAFF RECOMMENDATIONS FOR THE NEBERG PROPERTY LOCATED AT 1309 QUINCE ST.

**Assessment at 1223 Pine Street – No Action Taken**

**Code Enforcement Stats – No Action Taken**

**1306 10<sup>th</sup> Avenue Ramp Modification – Accept Bid from Herget Building, Inc for \$550 – Approved**

MOVED AND SECONDED BY ALDERMEN SCHEELER AND KOEP, DULY CARRIED, TO ACCEPT THE BID FROM HERGET BUILDING, INC IN THE AMOUNT OF \$550 FOR THE 1306 10<sup>TH</sup> AVENUE RAMP MODIFICATION.

**13<sup>th</sup> Street Update – Informational**

City Engineer Hulsether reported that Crow Wing County has delayed the 13<sup>th</sup> Street project.

**Crow Wing SWCD Request – Held Over to November 17, 2014 Committee Meeting**

**Resolution No. 60:14 Adopted – Supporting Local Road Improvement Program Funding and Authorizing the City of Brainerd as the Sponsoring Agency**

MOVED AND SECONDED BY ALDERMEN SCHEELER AND KOEP TO ADOPT RESOLUTION NO. 60:14 – SUPPORTING LOCAL ROAD IMPROVEMENT PROGRAM FUNDING AND AUTHORIZING THE CITY OF BRAINERD AS THE SPONSORING AGENCY.

**RESOLUTION NO. 60:14**

Upon roll call, members Pritschet, Matten, Bevans, Scheeler, Borkenhagen, Koep and Parks voted “aye.” No member voted “nay.” The Chair declared the motion carried and the resolution adopted.

**Community Recognition Sign Proposal – Authorize “Blue Ribbon School” Recognition Signs to be placed on area Population Signs as requested by the Brainerd Public School District – Approved**

A request was included in the Packet from Brainerd Public Schools for authorization to install community signs recognizing the school districts “Blue Ribbon

School” accomplishment; all application, fabrication and installation costs will be paid by Brainerd Public Schools.

MOVED AND SECONDED BY ALDERMEN SCHEELER AND PRITSCHET, DULY CARRIED, TO AUTHORIZE THE PLACEMENT OF “BLUE RIBBON SCHOOL” RECOGNITION SIGNS BELOW THE POPULATION SIGNS IN THE BRAINERD AREA AS REQUESTED BY THE BRAINED PUBLIC SCHOOL DISTRICT.

**Request to Permit Right-of-Way Encroachments – Fences – Held Over**

*Clyde and Donna Wind – 701 19<sup>th</sup> St SE*

*Kim Brown – 708 19<sup>th</sup> St SE*

**Bridge Inspection – No Action Taken**

**Snow Plowing – Held Over**

**New Business**

**Canvass of Returns – Set Meeting for November 7, 2014 at 1:30 P.M. at City Hall Council Chambers**

MOVED AND SECONDED BY ALDERMEN SCHEELER AND PRITSCHET, DULY CARRIED, TO HOLD THE CANVASS OF RETURNS FOR THE 2014 ELECTION RESULTS ON FRIDAY, NOVEMBER 7, 2014 AT 1:30 P.M. IN THE CITY HALL COUNCIL CHAMBERS.

The following Council Members will be attending: Scheeler, Borkenhagen, Parks and Koep.

**Public Forum – None**

**Council Other Committee Reports**

Council Member Koep reported on the LMC Regional Meeting she attended last week.

**Adjourn – To the Canvass of Elections to be held on Friday, November 7, 2014 at 1:30 P.M. in the City Hall Council Chambers**

The Chair adjourned the meeting at 8:12 P.M.

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Patrick Wussow  
City Administrator