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 Vice President Johnson.

Upon roll call, the following members were noted as present: Czeczok, O'Day, Stunek, Stenglein. Mayor Badeaux was noted as present. Members Terry and Bevans were noted as absent.

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

Member O'Day stated that the Safety and Public Works Committee added an item discussing 5th Avenue NE and D Street.

MOVED AND SECONDED BY COUNCIL MEMBERS STUNEK AND CZECZOK, DULY CARRIED, TO APPROVE THE AGENDA WITH THE ADDITION OF DISCUSSION OF 5TH AVENUE NE AND D STREET INTERSECTION TO SAFETY AND PUBLIC WORKS.

MOVED AND SECONDED BY COUNCIL MEMBERS CZECZOK AND O'DAY TO APPROVE THE CONSENT CALENDAR.

A. **Approval of Bills**
B. **Approval of Minutes**
C. **Department Activity Report**
D. **Approve Tobacco License for Limos Etc. LLC DBA Risky Business, 326 Washington St**

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

Presentation

2025 Park Board Budget

Johnathan Miller, Park Board Chair, stated that the continued efforts of the Park Board to maintain a stable budget is a top priority of the Park Board. He gave an overview of the changes to the budget.

Member Czeczok stated that it is not cheap to run a park pointing out the costs of the utility increases. He asked about the lights at the softball field.

City Engineer/Public Works Director Dehn stated that the fix that was completed last spring has been effective. One bay of lights may have been affected by a lightning strike.

Council Committee Reports

Safety and Public Works Committee

Award Police Department Exterior Repairs Project Bid

Committee Chair O’Day stated that originally the ADA sidewalk improvement was taken out of the request for proposal. However, due to the bid coming in under budget, the City can add the sidewalks back into the project and remain under budget.

MOVED AND SECONDED BY COUNCIL MEMBERS O’DAY AND CZECZOK, DULY CARRIED, TO AWARD THE POLICE DEPARTMENT EXTERIOR REPAIRS PROJECT TO HY-TEC CONSTRUCTION IN THE AMOUNT OF $428,000 AND TO FURTHER AUTHORIZE $27,500 TO INCLUDE THE ADA SIDEWALK IMPROVEMENTS IN THE PROJECT.

Award Imp 24-06 - Laurel Street Bridge Repair Project Bid

Committee Chair O’Day stated that the bid was about $50,000 higher than expected. It is hard to find companies to work on big bridges and the project is state aid eligible.

MOVED AND SECONDED BY COUNCIL MEMBERS O’DAY AND STENGLEIN, DULY CARRIED, TO AWARD THE LAUREL STREET BRIDGE REPAIR PROJECT TO URBAN COMPANIES IN THE AMOUNT OF $151,770.

Award South Brainerd Resurfacing Engineering Services Proposal

Committee Chair O’Day stated that in a typical year projects are completed by staff. With this project being an addition, staff is unable to complete the project on its own.

MOVED AND SECONDED BY COUNCIL MEMBERS O’DAY AND CZECZOK, DULY CARRIED, TO AWARD THE SOUTH BRAINERD RESURFACING PROJECT ENGINEERING SERVICES CONTRACT TO BOLTON & MENK IN THE AMOUNT OF $68,450.

Discuss South Brainerd Alley Resurfacing Scope

Committee Chair O’Day stated that parts of Joseph and Ronald streets need to be ripped up, so it just makes sense to resurface them now and extend their useful age and promote mobility.

MOVED AND SECONDED BY COUNCIL MEMBERS O’DAY AND STENGLEIN, DULY CARRIED, TO INCLUDE RESURFACING OF THE ENTIRETY OF JOSEPH STREET AND RONALD STREET BETWEEN S. 6TH STREET AND S. 7TH STREET IN THE SOUTH BRAINERD ALLEY RESURFACING PROJECT SCOPE.

Approve Buffalo Hills Gully Amended Contract Amount and SEH Amendment

Committee Chair O’Day stated that the amount of fill needed exceeded the estimate and SEH needed to provide more management to the project. Crow Wing SWCD has committed $35,000. The additional cost to the City will be about $5,000.

MOVED AND SECONDED BY COUNCIL MEMBERS O’DAY AND CZECZOK, DULY CARRIED, TO AUTHORIZE UP TO $895,000 FOR THE BUFFALO HILLS GULLY PROJECT AND APPROVE OF THE SEH CONTRACT AMENDMENT IN THE AMOUNT OF $8,207.

Approve MnDNR Ash Tree Grant Agreement

Committee Chair O’Day stated that the MnDNR is awarding the City $45,000 for boulevard ash trees. It includes management of the trees. The trees may be replaced at approximately a 1.5:1 ratio.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND CZECZOK, DULY CARRIED, TO APPROVE THE MNDNR EAB MANAGEMENT GRANT AGREEMENT.

Direction on Active Code Enforcement Cases

Committee Chair O'Day stated that the home has been a problem for staff and neighbors.

Member Czeczok stated that he has experienced the effects of feces in other places that he has lived so he understands the need to get this taken care of.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND STENGLEIN, DULY CARRIED, TO SEND A $300 CITATION AND ABATEMENT OF 813 HOLLY STREET. ALL FUTURE ANIMAL FECES VIOLATIONS WITHIN ONE YEAR OF THE LAST VIOLATION WILL RECEIVE A $300 CITATION AND ABATEMENT.

Discussion of 5th Avenue NE and D Street (Added Item)

MOVED AND SECONDED BY COUNCIL MEMBERS CZECZOK AND O'DAY, DULY CARRIED, TO STUDY THE PROBLEMS WITH SPEED AND RUNNING THE STOP SIGN AT THE 5TH AVENUE NE AND D STREET INTERSECTION AND PRESENT THEM AT THE NEXT MEETING.

Personnel and Finance Committee

Accept Retirement of Water Plant Operator Daniel Bourassa

MOVED AND SECONDED BY COUNCIL MEMBERS STUNEK AND CZECZOK, DULY CARRIED, TO ACCEPT THE RETIREMENT OF WATER PLANT OPERATOR DANIEL BOURASSA EFFECTIVE NOVEMBER 4, 2024, AND AUTHORIZE HIS SEVERANCE PAYOUT PER THE IBEW LOCAL NO. 31 BPU UNION CONTRACT.

Accept the Resignation of Lineworker Dallas Moorhouse

MOVED AND SECONDED BY COUNCIL MEMBERS STUNEK AND STENGLEIN, DULY CARRIED, TO ACCEPT MR. MOORHOUSE'S RESIGNATION EFFECTIVE SEPTEMBER 3, 2024; FURTHER, TO AUTHORIZE STAFF TO BACKFILL HIS POSITION DURING THE CURRENT LINEWORKER HIRING PROCESS.

Ratify Hiring Jake Sipper for Street Maintenance I Position

MOVED AND SECONDED BY COUNCIL MEMBERS STUNEK AND O'DAY, DULY CARRIED, TO RATIFY THE HIRING OF JAKE SIPPER FOR THE STREET MAINTENANCE I POSITION EFFECTIVE AUGUST 12, 2024; FURTHER, THAT HE BE PLACED ON STEP 3 OF THE MAINTENANCE I WAGE GRID ($27.11 PER HOUR).

Approve Reclassification of Jessie Dehn to City Engineer

Committee Member Stunek stated that this change will not affect the 2024 budget.

MOVED AND SECONDED BY COUNCIL MEMBERS STUNEK AND CZECZOK, DULY CARRIED, TO RECLASSIFY JESSIE DEHN TO THE CITY ENGINEER POSITION EFFECTIVE JANUARY 1, 2025, ASSUMING THE PUBLIC WORKS DIRECTOR POSITION IS FILLED BY THAT TIME; FURTHER, THAT HE BE PLACED ON STEP 5 OF THE CITY

ENGINEER WAGE GRID (CURRRENTLY $52.86 PER HOUR) WHEN HE IS RECLASSIFIED; FURTHER, TO AUTHORIZE STAFF TO MODIFY THE EMPLOYEE POLICY MANUAL TO REMOVE REFERENCES FOR THE MUNICIPAL UTILITY DIVISION MANAGERS AND REPLACE WITH DIVISION MANAGERS; FURTHER, THAT THE CITY ENGINEER POSITION BE INCLUDED AS A DIVISION MANAGER.

Discussion of Preliminary 2025 Debt Levy

Committee Member Stunek stated that Finance Director Hillman did an excellent job on providing information. He also stated that the debt levy will be reduced by $212,000 in 2025.

Member Czeczok asked whether the debt levy lowering will affect the overall levy.

Vice Chair Johnson stated that the debt levy is a component of the overall levy.

Unfinished Business

Mayor Recommendation

Mayor Badeaux recommended Joshua “JD” Berns to the Park Board.

Member Czeczok stated that he had the opportunity to serve with him on the Charter Commission and he thought he did an excellent job.

MOVED AND SECONDED BY COUNCIL MEMBERS CZECZOK AND O’DAY, DULY CARRIED, TO APPOINT JOSHUA “JD” BERNS TO THE PARK BOARD.

Call for Applicants – Informational:

Mayor Recommended: (terms to expire on 12/31 of said year)
Charter Commission – 2 terms (Expire 2026) 2 terms (Expire 2025)
Transportation Advisory Committee- 2 terms (Expire 2025)
Mayor Recommended: (terms to expire on 9/7 of said year)
Economic Development Authority- 1 term (Expire 2026)
Council President Recommended: (terms expire on 12/31 of said year)
Parking Commission-- 1 term (Expire 2026) 1 term (Expire 2028)

New Business

Request from Brainerd Public Utilities to Convert Parking Stalls in the City Hall Parking Lot to Electric Vehicle (EV) Charging Stalls

Interim Public Utilities Director Wussow stated that the Public Utilities Commission is vehemently supporting a grant that would place EV charging at City Hall. This location makes good sense as it is highly visible and maintained year-round.

Member O’Day asked whether the Commission is aware that the City Hall parking lot is a priority for sale by the EDA.

Vice Chair Johnson stated that this is a great point. He would want to let the EDA know that this parcel may need to be unlisted for sale.

Member Czeczok asked whether this would be EV exclusive use only and the amount of the grant. He asked whether the grant is contingent upon having a specific location.

Vice Chair Johnson asked whether the City would be the ones selling the power.

Interim Public Utilities Director Wussow stated that it would be EV exclusive use, the grant is for up to $64,000, and that the cost would be about $5-10 per charge that the City would charge. He also stated that this is not an approval of the grant application, rather the location.

Community Development Director Kramvik stated that the City Hall parking lot is not conveyed to the EDA. Therefore, the City Council has the ultimate decision. The EDA has put work into potential site plans.

Member Stenglein stated that of all of the other locations downtown, City Hall parking lot is ideal due its visibility. This could prevent vandalism.

Member Czeczok asked about a deadline for the grant.

Interim Public Utilities Director Wussow stated that the grant is first come first served and is currently open.

MOVED AND SECONDED BY COUNCIL MEMBERS CZECZOK AND O'DAY, DULY CARRIED, TO AUTHORIZE BPU TO APPLY FOR A GRANT AND CONVERT FIVE PARKING STALLS TO EV CHARGING STATIONS.

Public Forum

The Vice Chair opened the public forum at 8:02 p.m.

No one came forward.

The Vice Chair closed the public forum at 8:02 p.m.

Staff Reports

Police Chief Davis stated that Brainerd Night Out was held on August 15th. He gave a huge thank you to the Brainerd Northside Neighborhood Association for their partnership. It was a successful event. He hopes to include more neighborhoods next year.

City Engineer/Public Works Director Dehn stated that MnDOT will be holding a public input session for the highway 210/371 interchange in Baxter, on September 10th at the MnDOT office from 4:00-6:00 p.m. The South Brainerd reconstruction is progressing well. CenterPoint has provided the City with feedback on franchise fees, he is hoping to have a presentation at an upcoming meeting.

Community Development Director Kramvik stated that at its next meeting, the Planning Commission will be holding public hearings for elimination of the garage requirement for single and multi-family homes and restricting crypto mining and other similar uses in outdoor storage. Planning Commission will begin discussion of mixed use along Washington St. Finally, he reached out to the property owner on County Rd 45 with the offer, the property owner did decline the purchase. The property will be listed on the EDA website.

HR Director Schubert asked that Council please complete Administrator Broyles' performance evaluation by Friday, August 23rd.

Interim Public Utilities Director Wussow stated that he will be in his position to onboard the new Public Utilities Director until about September 5th. Mr. Evans plans to be at the budget workshop on August 26th.

City Administrator Broyles stated that he is looking forward to Chris Evans coming onboard. Regarding reviews, staff is also looking at the process for employees to strengthen the process.

HRA Director Charpentier stated that there are improvements being made to the Northstar Building.

Mayor's Report

Mayor Badeaux stated that he does not like franchise fees. He also stated that there are three events this week in the City of Brainerd. Police and Fire Softball will be on Thursday, August 22nd at Mills Field come for a circus like atmosphere, Shep's Elbow Convention is on Friday and Saturday, and the Movie in the Park featuring "Back to the Future" is on Saturday at 8:30 p.m. at Lyman P. White Park.

Council Member Reports

Member Stenglein stated that she attended the groundbreaking at Creekside North, it was exciting to see so much of the community there.

Member Czeczok complimented Council for their diligence in having Council give direction to staff as a whole via a vote at a meeting.

Adjourn

MOVED AND SECONDED BY COUNCIL MEMBERS CZECZOK AND STUNEK, DULY CARRIED, TO ADJOURN TO THE CLOSED SESSION PER MN STATUTE 13D.03 SUBD. 1(B) TO PREPARE FOR NEGOTIATIONS WITH THE IBEW 31 (PUBLIC UTILITIES) UNION.

The Chair adjourned the meeting at 8:12 p.m.

Council adjourned to the closed session after a five-minute break.

The Chair reconvened the meeting at 8:45 p.m.

MOVED AND SECONDED BY COUNCIL MEMBERS CZECZOK AND STUNEK, TO ADJOURN THE MEETING TO THE COUNCIL BUDGET WORKSHOP ON AUGUST 26TH AT 6:00 P.M. IN THE CITY COUNCIL CHAMBERS.

The Chair adjourned the meeting at 8:45 p.m.

Nicholas W. Broyles
City Administrator