

CITY COUNCIL AGENDA

Brainerd, Minnesota

January 7, 2013

7:30 P.M.

Brainerd City Hall

Council Chambers

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

1. Call to Order

2. Pledge of Allegiance

3. Administer Oath of Office

David Pritschet – Alderman, Ward 1
Gary Scheeler – Alderman, Ward 3
Mary Koep – Alderman-at-Large
Chip Borkenhagen, Alderman-at-Large

4. Roll Call

5. Mayor Wallin – Prayer for the New Year

6. Election of President and Vice President of the Council for 2013 – 2014

7. Appointment of Council Committees – Council President

8. Consent Calendar (NOTICE TO PUBLIC) – All matter 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 December 17, 2012, as distributed

B. Approval of 2013 Licenses – Recommended by City Administrator Goble – (See Attachment)

1. Contractor's Licenses – 1 – New
2. Contractor's Licenses – 28 – Renewals

3. Garbage License – 1 – Renewal
4. Tobacco License – 1 – Renewal (pending department approval)

C. Department Reports

1. Mayor's report of activities distributed to Council
2. Fire Chief's report of activities distributed to Mayor and Council
3. Park Director's report of activities distributed to Mayor and Council

D. Designation of Brainerd Dispatch as Official Newspaper for Calendar Year 2013 – Required by Charter

E. Designation of Financial Institutions as Depositories for 2013: Bremer Bank, Wells Fargo, Lakewood Bank, US Bancorp, First National Bank of Deerwood, People's National Bank, Frandsen Bank & Trust, Riverwood Bank, RBC Wealth Management, 4M Money Market, PMA Financial Network, Inc. and Morgan Stanley

F. Signature Authorization for 2013 Capital Projects for the Brainerd Lakes Regional Airport – Adoption of Resolution – (See Attachment)

G. Reappointment of City Officials – Pursuant to Charter – Approval of – (See Attachments)

- A. City Engineer – Jeffrey M. Hulsether, P.E.
- B. City Building Official – Timothy Caughey
- C. City Attorney – Thomas A. Fitzpatrick

H. Approval of 2013 Budgeted Transfers (See Attachment)

1. General Fund to Mayor's Contingency Fund #245 - \$2,500
2. General Fund to IT Capital Fund #402 - \$15,000

I. Minnesota Lawful Gambling Application for Exempt Permit – Submitted by Brainerd Fire Department Relief Association to Hold a Raffle on December 3, 2013

J. Set Date for Public Hearing to be held on January 22, 2013 at 7:30 P.M. Required for HRA Housing and Rehabilitation Grant Application for SE Brainerd (See Attached Notice of Public Hearing)

9. Approval of Bills

10. New Business

A. Parks Department – Seasonal Pay Rates – Approval of – (See Attachment)

B. Compensation Study – Direct Staff to Draft RFP – (See Attachment)

C. Authorize Hiring Process in Street and Sewer Department – (See Attachment)

D. Safe Routes to School – City/School Partnership – Approval of – (See Attachment)

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

12. Reports

A – Mayor
B – City Attorney
C – City Administrator
D – City Engineer
E – City Planner
F – Fire Chief
G – Park Director

13. Committee Resignations – Accept with Regret – (Effective 12/31/2012)

A. Charter Commission – Don Crust
B. Planning Commission – Paul Hirst
C. Cynthia Dallaire – Rental Dwelling Board of Appeals
D. Mary Wohl – Rental Dwelling Board of Appeals

14. Committee Recommendations – Recommended by Mayor Wallin.

A. Cable TV Advisory Committee – Reappoint Jeremy Doyle – 3-Year Term to Expire 12/31/2015
B. Charter Commission – Reappoint Bill Dian and Wayne Erickson – 4-Year Term to Expire 12/31/2016
C. Library Board – New Appointments: Sheila DeChantal (Term to Expire 12/31/2015) and Audrae Gruber (Term to Expire 12/31/2017)
D. Parks and Recreation Board – Reappoint Tim Boeder – 5 Year Term to Expire 12/31/2017
E. Public Utilities Commission – New Appointment: Lucy Nesheim as Lay Person – 5-Year Term to Expire 12/31/2017
F. Rental Dwelling License Board of Appeals – Reappoint Rick Fargo, Todd Barnett and Teresa Hettver – 2-Year Term to Expire 12/31/2014

15. Council Liaison Appointments – Recommended by Mayor Wallin.

A. Northland Arboretum – Mayor Wallin – Term Expires 12/31/2014
B. EDA – Council Member Borkenhagen – Term to Expire 12/31/2014

- C. Park Board – Council Member Parks – Term to Expire 12/31/2014
- D. Transit – Council Members Koep and Parks – Terms to Expire 12/31/2014
- E. Senior Center – Council Member Cumberland – Term to Expire 12/31/2014
- F. Region 5 – Council Member Dave Pritschet – Term to expire 12/31/2014

16. Call for Applicants.

- A. Cable TV Advisory Committee – One Term to Expire 12/31/2015
- B. Charter Commission – One Term to Expire 12/31/2015
- C. Planning Commission – One Term to Expire 12/31/2015
- D. Rental Dwelling Board of Appeals:
 - One “Tenant Representative Position” – Term Expires 12/31/2014
 - One “General Public Representative” – Term Expires 12/31/2014
- E. Transportation Committee – Two Terms to Expire 12/31/2014

**17. Adjourn – To Closed Session to Discuss Employee Contract Negotiations –
(Attachment to be Delivered to Council January 4, 2012)**

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