Brainerd, MN
October 16, 2017

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 Pritschet.

Upon roll call, the following members were noted as present: Lambert, Stunek, Bevans, Badeaux, Johnson, Hilgart and Pritschet. Mayor Menk was also noted as present.

Council President Pritschet opened the meeting with the Pledge of Allegiance to the Flag.

MOVED AND SECONDED BY ALDERMEN BEVANS AND LAMBERT, DULY CARRIED, TO APPROVE THE AGENDA.

MOVED AND SECONDED BY ALDERMEN BEVANS AND JOHNSON, DULY CARRIED, TO CORRECT THE MINUTES OF THE MEETING HELD OCTOBER 2, 2017 UNDER CLARIFICATION OF FIRE DEPARTMENT PERSONAL VEHICLE WASH GUIDELINES.

MOVED AND SECONDED BY ALDERMEN BEVANS AND JOHNSON TO ADOPT THE CONSENT CALENDAR WITH THE CORRECTED OCTOBER 2, 2017 MINUTES.

A. Approval of the Minutes of the Regular Meeting held on October 2, 2017, as Corrected - Approved

B. Approval of Licenses – Approved

1. Tobacco License – Informational – Location Change Only:

JHT Vape – Location Change from 823 Washington Street to 814 Front Street, Brainerd – Contingent Upon Fire Inspection

C. Department Activity Reports – Approved

1. City Administrators Report
2. Police Chief
3. Finance Director

D. Resolution No. 61:17 – Resolution Accepting Donations & Contributions for 3rd Quarter 2017 – Approved

E. Minnesota Lawful Gambling Application to Conduct Excluded Bingo – Submitted by St. Andrew's Catholic Church, 1108 Willow Street, Brainerd, MN. Bingo Events to be Held November 18, 2017 – Approved

F. Temporary Beer License – Submitted by Friends of the Library for an Event to be Held November 10, 2017 at the Brainerd Public Library, 416 S. 5th Street, Brainerd, MN – Contingent Upon Background Investigation – Approved

G. Tobacco License, Fill Station License and Off-Sale Beer License – Submitted by Casey's General Store, 850 Lum Park Rd., Brainerd, MN – Contingent Upon Background Check and Fire Inspection - Approved

Upon roll call, members Lambert, Stunek, Bevans, Badeaux, Johnson, Hilgart and Pritschet voted "aye." No member voted "nay." The Chair declared the motion carried.

Presentations

MN State Independent Living Council Presentation / Listening Session – Submitted by Ms. Mary Koep – Thursday, October 26, 2017 7:00 – 9:00 pm in City Council Chambers – Informational

The Chair welcomed Ms. Mary Koep. Ms. Koep extended an invitation to attend an upcoming presentation from the MN State Independent Living Council regarding the Olmsted Act on Thursday, October 26, 2017. The Olmsted Act is the result of non-compliance with the Americans with Disabilities Act (ADA). The presentation will give information on what is and what is not working in society for people with disabilities.

Council Committee Reports

Personnel and Finance Committee Report

Approval of Bills & Payments to Contractors - Approved

Contractor	Imp. #	Project	Amount Paid	Amount Retained
Bolten & Menk	16-14	Traffic Study NW 4th St.	$2,730	$0
Tri-City Paving	14-03	Jackson Street Change Order #1	$2,470	$130

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK TO APPROVE THE PAYMENT OF BILLS AND PAYMENTS TO CONTRACTORS AS RECOMMENDED BY PERSONNEL AND FINANCE COMMITTEE.

Upon roll call, members Lambert, Stunek, Bevans, Badeaux, Johnson, Hilgart and Pritschet voted "aye." No member voted "nay." The Chair declared the motion carried.

Deferment of Assessment For Parcel 091220100110009 - Approved

MOVED AND SECONDED BY ALDERMEN JOHNSON AND HILGART, DULY CARRIED, TO APPROVE DEFERMENT FOR THE APPLICANT FOR ASSESSMENT PAYABLE IN 2018 FOR IMPROVEMENTS 08-11 AND 05-27.

City Share of Future Legislative-Citizen Commission on Minnesota Resources (LCCMR) Grant – Denied

MOVED BY ALDERMEN JOHNSON AND BADEAUX TO APPROVE A RESOLUTION TO COMMIT UP TO $100,000 TO A LEGISLATIVE-CITIZEN COMMISSION ON MINNESOTA RESOURCES (LCCMR) GRANT AS THE CITY'S PORTION OF THE THREE BRIDGES TRAIL DESIGN PHASE.

Committee Chair Johnson indicated there have been many committees within the last several years working on the Riverfront. In 2013, the City Council codified a strategic plan to design and develop a Riverwalk. The Riverfront Committee is currently working on this and on design phase 4 and has submitted a grant application to which the City Council approved without a financial match. As leaders of the City, we need to support this committee to move forward with the strategic plan of designing and developing a Riverwalk. It has been suggested for the Riverfront Project to go to referendum.

Council Member Bevans inquired where the $100,000 would come from to support the Riverwalk. Committee Chair Johnson explained it would come from Capital Funds.

Finance Director Hillman clarified that a check is not being cut for the funds. This is only if we are a part of the LCCMR grant. Without this match, we will probably not be considered for the grant. It is unknown of the chances of receiving the grant even with the matching funds. The funds would just be set aside to use towards the Riverwalk.

Mayor Menk stated he met last week with Senator Ruud to talk about the Three Bridges Trail. If the City can commit to 10% or 20% towards the funding and get the balance in Legacy Funds to finish the plans, there is a chance to work on obtaining funding for the construction in a bonding bill. Without the plans, the project may not occur. There may be the need to go to the State two or three times to obtain bonding for the full project. However, we will not be a part of a bonding bill until the planning process is completed. A lot of work has already been done.

Council discussion took place about the importance of the project when there are many other needs in the City. The original approval from council was just an approval to submit the grant application, and there was nothing said about a monetary city match.

Upon roll call, members Badeaux, Johnson and Pritschet voted “aye.” Members Lambert, Stunek, Bevans and Hilgart voted “nay.” The Chair declared the motion failed.

Facilities Assessment - Approved

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK TO AUTHORIZE STAFF TO ENTER INTO AN AGREEMENT WITH WIDSETH SMITH NOLTING (WSN) AND CONTEGRITY GROUP TO PERFORM A FACILITIES ASSESSMENT FOR THE CITY OF BRAINERD TO BE COMPLETED PRIOR TO BUDGET WORK FOR 2019.

Committee Chair Johnson explained staff was authorized to send out a Request For Proposals on a Facilities Assessment that was planned for the 2018 Budget with $30,000 set aside for the study. The only proposal received was from Widseth Smith Nolting working together with Contegrity Group in the amount of $77,640.

Council discussion took place whether or not a full assessment is needed or if the obvious concerns can be taken care of without an assessment. The issues involve the City Hall building, Police Department, Parks Department and Fire Department. Without a full assessment, we do not know what priorities are.

Upon roll call, members Stunek, Johnson and Pritschet voted “aye.” Members Lambert, Bevans, Badeaux and Hilgart voted “nay.” The Chair declared the motion failed.

MOVED AND SECONDED BY ALDERMEN BEVANS AND LAMBERT TO AUTHORIZE STAFF TO CONTACT WSN AND REQUEST A SMALLER STUDY ON CITY HALL HEATING AND VENTILATION AND FRONT STEPS, AND HEATING AND VENTILATION AT BOTH THE POLICE DEPARTMENT AND THE FIRE DEPARTMENT.

Committee Chair Johnson explained this would be a waste of money. If this study is completed as proposed and the rest of the study is requested at a later date, we are piecing it out in an attempt to save money which in the long run would not.

Council discussion took place about how the facilities assessment for the City of Brainerd combines all of the systems together and how they interact. If only one piece of the system is corrected, it affects other aspects in the buildings and correcting one thing now and waiting to do the rest may not be the best solution. What may be thought of as a priority may not be in the eyes of a contractor i.e. the HVAC system, roofing issues and ADA compliancy concerns.

Council member Bevans withdrew his motion.

MOVED AND SECONDED BY ALDERMEN BEVANS AND LAMBERT TO AUTHORIZE STAFF TO ENTER INTO AN AGREEMENT WITH WIDSETH SMITH NOLTING (WSN) AND CONTEGRITY GROUP TO PERFORM A FACILITIES ASSESSMENT FOR THE CITY OF BRAINERD IN THE AMOUNT OF $77,640 TO BE COMPLETED PRIOR TO BUDGET WORK FOR 2019.

Upon roll call, members Lambert, Stunek, Bevans, Johnson and Pritschet voted “aye.” Members Badeaux and Hilgart voted “nay.” The Chair declared the motion carried.

Safety and Public Works Committee Report

Downtown Snow Removal Bids - Approved

MOVED AND SECONDED BY ALDERMEN BEVANS AND BADEAUX, DULY CARRIED, TO ACCEPT THE BIDS WITH THE UNIT PRICES AS PRESENTED FROM TOM’S BACKHOE SERVICE FOR THE 2017-2018 DOWNTOWN SNOW REMOVAL.

Council discussion took place. Due to receiving only the one bid, staff will pursue researching the issue of not receiving more by sending out a simple questionnaire for the contractors to complete before next year’s bids are solicited.

Event/Street Closure Application – St. Francis School Marathon - Approved

MOVED AND SECONDED BY ALDERMEN BEVANS AND LAMBERT, DULY CARRIED, TO AUTHORIZE THE STREET CLOSURE WITH THE CONDITIONS THAT THE APPLICANT ORGANIZE THE TRAFFIC CONTROL NEEDED WITH STREET DEPARTMENT PERSONNEL AND ENGINEERING STAFF.

Local Road Improvement Program Grant Opportunity – Authorization to Apply for Grant – Adopted by Resolution No. 62:17

MOVED AND SECONDED BY ALDERMEN BEVANS AND BADEAUX TO AUTHORIZE STAFF TO SUBMIT A LOCAL ROAD IMPROVEMENT PROGRAM (LRIP) APPLICATION TO THE STATE OF MINNESOTA FOR THE NW 4TH STREET (CSAH 20) CORRIDOR IMPROVEMENTS FOR CONSTRUCTION YEAR 2020 AND TO ADOPT RESOLUTION 62:17 SUPPORTING THE PURSUIT OF LRIP FUNDS AND CROW WING COUNTY ACTING AS THE PROJECT SPONSOR.

RESOLUTION 62:17

Upon roll call, members Lambert, Stunek, Bevans, Badeaux, Johnson, Hilgart and Pritschet voted "aye." No member voted "nay." The Chair declared the motion carried.

Tax Forfeit Non-Conservation Parcels – Approved

MOVED AND SECONDED BY ALDERMEN BEVANS AND LAMBERT, DULY CARRIED, TO AGREE WITH THE NON-CONSERVATION CLASSIFICATION OF THESE PARCELS AND ALLOW CROW WING COUNTY TO OFFER THE SALE OF THE PARCELS TO THE PUBLIC. THE BUILDING OFFICIAL WILL SEND LETTERS TO THE COUNTY ALONG WITH THE LETTER ON NON-CONSERVATION CONCURRENCE THEREBY NOTIFYING THE COUNTY OF THE CONDITIONS TO REMOVE CONDEMNED STRUCTURES ON PARCELS 3 AND 5.

Unfinished Business

Public hearing – Designation of Brainerd Lakes Area Economic Development Corporation (BLAEDC) as the City's Local Development Organization (LDO) – Adopted by Resolution No. 63:17

The Chair Opened the public hearing at 8:20 p.m.

The Chair recognized Ms. Sheila Haverkamp, Executive Director of Brainerd Lakes Area Economic Development Corporation (BLAEDC). The City of Brainerd and BLAEDC have had a long term relationship for many years. As companies shown interest in making investment in the City, BLAEDC looks into ways to support them and meet the financing needs. One of many tools to assist companies is a grant program to a local unit of government who in turn loans to the company. As the loan is paid back it is used to establish revolving funds at a local level. The Unified Fund will serve as a one-stop shop to tap into a level of funds available for a company to borrow. The applicant will only need to complete one application as well as keep it more private in nature. Ms. Haverkamp stated if the City of Brainerd names BLAEDC as the Local Development Organization (LDO), to consider the federal pool and ideally, both federal and state would be considered.

The Chair recognized Ms. Kim Ellingson, Bremer Bank President. Ms. Ellingson spoke in favor of the Unified Fund and sees the need for the streamlined access to capital. It is a confusing process for the clients and the bankers. This would be one way to help that need of capital for the clients and the bankers.

The Chair recognized Mr. Tom Haglin, owner and president of Lindar Corporation. Mr. Haglin is in favor of the Unified Fund and have used the services of BLAEDC for 24 years. When there are funds available, they are very difficult to access to new entrepreneurs and companies just starting out. This fund will put these dollars to better use.

The Chair recognized Mr. Jerry Sinner, member of the Economic Development Authority (EDA) as well as president of Stern Companies. Mr. Sinner explained the growth process of Stern Companies over the years. It is important for businesses to grow at their own pace and the Unified Fund will make it easier for businesses to access funds and grow.

The Chair recognized Mr. Mike Larson, CEO of Essentia Health Medical Center. Mr. Larson stated the value of the Unified Fund will get the funds out there working for the community.

The Chair recognized Mr. Paul Means, chairman and director of Riverwood Bank. Mr. Means stated the money has been sitting idle and the Unified Fund will get the money out into the community faster. The sooner the funds are put to work in the form of loans, the better it will be for the community.

The Chair recognized Mr. Eric Charpentier, Cuyuna Range Economic Development Inc. director. Mr. Charpentier supports the Unified Fund and says regionality is the key to the Unified Fund. Funds may be used outside of the City of Brainerd, but the entire region will benefit from the funding.

The Chair recognized Mr. Jeff Grunenwald, owner of GreenForest Recycling Resources Inc. Mr. Grunenwald's company was the first recipient of a loan from the Unified Fund. There will be many positive effects on GreenForest Recycling from accessing these funds and allowing the company to grow.

Council Chair Pritschet asked Ms. Haverkamp if it would include both federal and state funds. Ms. Haverkamp stated the City of Brainerd has two revolving loan funds that are geared towards economic development, which is job creation and private sector investment. The City has the option of contributing one or both to the fund along with the opportunity to participate in the one-time exception of state MIF funds.

The Chair Closed the public hearing at 8:36 p.m.

MOVED BY ALDERMAN BEVANS TO TRANSFER 100% OF THE CASH BALANCE OF BOTH THE STATE AND FEDERAL MIF FUNDS TO THE UNIFIED FUND.

The motion fails for lack of a second.

MOVED AND SECONDED BY ALDERMEN LAMBERT AND BEVANS, DULY CARRIED, TO TRANSFER 100% OF THE FEDERAL MIF FUNDS TO THE UNIFIED FUND.

MOVED BY ALDERMEN BEVANS TO TRANSFER 50% OF THE CASH BALANCE OF THE STATE FUNDS TO THE UNIFIED FUND.

The motion fails for lack of a second.

MOVED AND SECONDED BY ALDERMEN BEVANS AND LAMBERT TO ADOPT RESOLUTION NO. 63:17 APPROVING AGREEMENTS CONCERNING PARTICIPATION IN THE BLAEDC UNIFIED FUND BETWEEN THE CITY OF BRAINERD AND THE BRAINERD LAKES AREA DEVELOPMENT CORPORATION, AND DESIGNATING THE BRAINERD

LAKES AREA DEVELOPMENT CORPORATION AS THE CITY'S LOCAL DEVELOPMENT ORGANIZATION (LDO).

RESOLUTION NO. 63:17

Upon roll call, members Lambert, Stunek, Bevans, Badeaux, Johnson, Hilgart and Pritschet voted "aye." No member voted "nay." The Chair declared the motion carried.

MOVED AND SECONDED BY ALDERMEN BEVANS AND LAMBERT, DULY CARRIED, TO APPOINT COUNCIL MEMBER JOHNSON AS THE CITY'S REPRESENTATIVE TO THE UNIFIED FUND BOARD AND AUTHORIZE SIGNATURES ON THE FEDERAL MIF AGREEMENT.

Public Hearing – Ordering the Special Assessments of the Downtown Special Services, Downtown Snow Removal and 2017 Nuisance Assessments – Adopted by Resolution No. 64:17

The Chair Opened the public hearing at 8:44 p.m.

City Engineer Sandy indicated the assessment rolls for nuisances included in the packet have since been updated from what was presented at the meeting. Building Official Caughey has been working this week with property owners on waivers and some assessments had been paid.

City Engineer Sandy stated letters were submitted from the following residents in objection to the assessments applied to their property: Ed Shaw Law to object to the downtown snow removal assessment and Mr. Richard Weiss of 319 N. 9th St. who is objecting to nuisance abatement and administrative citations.

Mr. Tim Caughey, Building Official explained Mr. Weiss could not attend the meeting. A photo of the issue in question was submitted to Mr. Weiss with the first notification of assessment. Mr. Weiss received multiple letters in 2016 and 2017 on the nuisance abatement and this is the only response the City has received back.

The Chair recognized Ms. Amber Sellers, 1504 8th Ave. NE. Ms. Sellers indicated she has received nine citations for nuisance abatements. Ms. Sellers explained she cannot afford to repair the siding on her home at this time. She is not sure how many she has on the structure; some were for long grass and building codes infractions.

The Chair recognized Mr. Tim Voss, 911 Kingwood St. Mr. Voss received nuisance notices for an unlicensed automobile parked on his property. Mr. Voss indicated he takes full responsibility for letting the issue go for as long as it did. However, the amount of fines has escalated to an amount he is not able to pay.

The Chair continued the public hearing to November 6, 2017 for consideration on assessments for Ed Shaw Law, Mr. Richard Weiss, Ms. Amber Sellers and Mr. Tim Voss.

Council discussion took place regarding the fee schedule for nuisance abatements.

MOVED AND SECONDED BY ALDERMEN BEVANS AND JOHNSON TO ADOPT RESOLUTION NO. 64:17 ORDERING THE SPECIAL ASSESSMENTS OF THE DOWNTOWN SPECIAL SERVICES, DOWNTOWN SNOW REMOVAL AND 2017 NUISANCE ASSESSMENTS EXCLUDING THE ASSESSMENT CONTESTMENTS AS SHOWN ABOVE AND ADJOURNING THE PUBLIC HEARING TO NOVEMBER 6, 2017 TO HEAR THE SAME.

RESOLUTION NO. 64:17

Upon roll call, members Lambert, Stunek, Bevans, Badeaux, Johnson, Hilgart and Pritschet voted “aye.” No member voted “nay.” The Chair declared the motion carried.

Public Hearing – Ordering the Special Assessments of Improvement 14-03 and 16-13 Assessments – Adopted by Resolution No. 65:17

The Chair Opened the public hearing at 9:06 p.m.

City Engineer Sandy received a formal objection letter from Gammello-Pearson Attorneys at Law representing Brainerd Amateur Hockey Foundation for the assessment on Improvement 14-03 for Jackson Street.

The Chair continued the Public hearing to November 6, 2017 for consideration on the assessment for Brainerd Amateur Hockey Foundation.

MOVED AND SECONDED BY ALDERMEN BEVANS AND LAMBERT TO ADOPT RESOLUTION NO. 65:17 ORDERING THE SPECIAL ASSESSMENTS OF IMPROVEMENTS 14-03 AND 16-13 EXCLUDING THE ASSESSMENT CONTESTMENT FROM BRAINERD AMATEUR HOCKEY FOUNDATION AND ADJOURNING THE PUBLIC HEARING TO NOVEMBER 6, 2017 TO HEAR THE SAME.

RESOLUTION NO. 65:17

Upon roll call, members Lambert, Stunek, Bevans, Badeaux, Johnson, Hilgart and Pritschet voted “aye.” No member voted “nay.” The Chair declared the motion carried.

Public hearing – Ordering the Special Assessments for Improvement 15-12 and 16-10 Assessments – Adopted by Resolution No. 66:17

The Chair Opened the public hearing at 9:08 p.m.

No one came forward.

The Chair Closed the public hearing at 9:09 p.m.

MOVED AND SECONDED BY ALDERMEN BEVANS AND HILGART TO ADOPT RESOLUTION NO. 66:17 ORDERING THE SPECIAL ASSESSMENTS OF IMPROVEMENTS 15-12 AND 16-10.

RESOLUTION NO. 66:17

Upon roll call, members Lambert, Stunek, Bevans, Badeaux, Johnson, Hilgart and Pritschet voted “aye.” No member voted “nay.” The Chair declared the motion carried.

Public hearing – Ordering the Special Supplemental Assessments Related to Improvement 05-28 and 09-02 – Adopted by Resolution No. 67:17

The Chair Opened the public hearing at 9:09 p.m.

No one came forward.

The Chair Closed the public hearing at 9:09 p.m.

MOVED AND SECONDED BY ALDERMEN BEVANS AND LAMBERT TO ADOPT RESOLUTION NO. 67:17 ORDERING THE SPECIAL ASSESSMENTS OF IMPROVEMENTS 05-28 AND 09-02.

RESOLUTION NO. 67:17

Upon roll call, members Lambert, Stunek, Bevans, Badeaux, Johnson, Hilgart and Pritschet voted “aye.” No member voted “nay.” The Chair declared the motion carried.

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

Mayor Recommended: (all terms expire on 12/31 of said year)

Charter Commission – 1 term (Expire 2020)
Transportation Advisory Committee – 2 terms (Expire 2018)
Park Board – 1 term (Expire 2021)

New Business

None

Planning Commission

Comprehensive Plan Steering Committee Appointments - Informational

City Planner Ostgarden requested the Council complete the appointments for the Comprehensive Plan Steering Committee as there are still openings to fill. Council member Bevans appointed Mr. Brian Moon, employee of Easy Riders and a small business owner to the committee to represent small business. City Planner Ostgarden urges the Council to complete these remaining five appointments as the plan cannot proceed without the needed committee.

Variance Request – 113 Carol Lane, Brainerd, MN – Construct an Accessory Building (Garage) – Approved

City Planner Ostgarden indicated Mr. Bruce Thompson, 113 Carol Lane applied for a variance to be able to construct a 28’ x 24’ garage at the southwest corner of his property by encroaching into the setbacks. There is a ravine that runs northwest / southeast across his property. He is requesting a 5’ encroachment into the 20’ street side yard setback and a 3’ encroachment into the 10’ rear yard setback to be able to build the garage and not have a concern about encroaching on the ravine stability. There is also a storm sewer pipe located on his property that does not have an easement. It would be extremely difficult for staff to replace or repair the pipe if the variance is not granted and the garage was built within the allowed setbacks.

City Planner Ostgarden expressed the importance of following the guidelines of the Findings of Fact before approving the variance. All three of the following criteria must be met in order to approve

1. Using the property in a reasonable manner
2. Unique circumstances not created by the landowner
3. The variance would not alter the essential character of the locality

The Planning Commission recommended denial of the variance based on the findings of fact and they did not see a practical difficulty to approve the variance. They felt there are options to relocate the garage to another area on the property, the possible future expansion of Buffalo Hills Lane and soil stability issues in that location.

Council discussion took place and it was determined the reasonableness, uniqueness and essential character are met as follows:

- **LAND USE GOAL #3:** *Plan for the orderly, efficient and fiscally responsible growth of residential development in Brainerd.*
  Strategies
  Continue to guide residential growth in an orderly and compact manner so that new developments can be effectively served by public improvements and that the character and quality of the city's existing neighborhoods can be maintained and enhanced.

- Orderly growth and compact development is supported by permitting the encroachments and based on the building's size and design in relation to the properties that have frontage within this area along Buffalo Hills Lane the character and quality of the neighborhood will be maintained.

- It is reasonable to permit the 15' setback where a 20' setback is required along the street side yard and a 7' setback where a 10' rear yard setback is required because of the limits placed on building placement by the ravine and by the location of the storm sewer line.

- The property is unique in that the ravine and slope limits the placement of accessory buildings on the property.

- The accessory building is 28' x 24' a typical garage size. There are 3 other dwellings along 580' this section that front on Buffalo Hills Lane. The garage can be constructed at the southwest corner of the property. The 15' setback where a 20' is required along the street side yard and 7' setback where a 10' rear yard setback is required, will not be noticeable and based on the limited number of properties affected, the encroachments will not alter the essential character of the neighborhood.

MOVED AND SECONDED BY ALDERMEN HILGART AND BEVANS, DULY CARRIED, TO APPROVE THE VARIANCE SUBMITTED BY MR. BRUCE THOMPSON, 113 CAROL LANE, BRAINERD BASED ON THE CRITERION AND FINDINGS OF FACT SHOWN ABOVE.

Public Forum

The Chair Opened the public forum at 9:32 p.m.

No one came forward.

The Chair Closed the public forum at 9:32 p.m.

Staff Reports

City Attorney Langel reported the Brainerd Public Utilities (BPU) annexation hearing will be held November 3, 2017 at the Crow Wing County Land Services building.

City Engineer Sandy reported the first public informational hearing for the Safe Routes to School (SRTS) project will be held at 6:30 p.m. on October 23, 2017 at the NE Fire Station.

Finance Director Hillman reported the HRA is organizing a city bus tour of Fergus Falls, Fargo and Detroit Lakes on November 2, 2017 from 7:00 a.m. to 6:00 p.m.

Council Member Reports

Council member Lambert indicated she will be attending the presentation from the Minnesota State Independent Living Council on October 26, 2017.

Council member Bevans attended the Eagle Scout award ceremony for Ben Soukop and accepted the donation of the bicycle rack for Gregory Park.

Council member Pritschet announced the first school debate tournament took place last week and the group took first place in open public forum.

Council member Johnson will be attending the HRA bus tour on November 2, 2017.

Mayor Menk gave the welcome at the Park Director's Conference last week at Cragun's.

Mayor Menk thanked Spencer Bickett, staff writer at the Brainerd Dispatch for his hard work at council meetings as he is moving out of the area.

City Planner Ostgarden reported the purchase agreement for the Brainerd Hotel has fallen through for the Exodus Boys Academy. The property is being looked at by someone else for a different use.

Committee Recommendations – Recommended by Mayor Menk

Mayor Menk held over his recommendation for appointment to the Park Board to the November 6, 2017 council meeting.

Adjournment to

Tuesday, October 17, 2017 at 6:00 p.m. in City Hall 2nd Floor Conference Room to Conduct the City Administrator Applicant Review Process

Wednesday, October 18, 2017 at 6:00 p.m. Planning Commission Meeting in City Hall Council Chambers for a Presentation from ISD181 on School Facilities Planning Status

Monday, October 23, 2107 at 6:30 p.m. at the NE Fire Station for the SRTS discussion

Thursday, October 26, 2017 at 7:00 p.m. in City Hall Council Chambers for a presentation from the Minnesota State Independent Living Council

The Chair adjourned the meeting at 9:44 p.m.

James M. Thoreen
City Administrator