Brainerd, MN
February 20, 2018

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: Bevans, Badeaux, Johnson, Hilgart, Lambert, Stunek and Pritschet. Mayor Menk was noted as absent.

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 JOHNSON AND HILGART TO ADOPT THE CONSENT CALENDAR.

A. Approval of the Minutes of the Regular Meeting held on February 5, 2018 - Approved

B. Approval of Licenses – Approved

Contractor Licenses – 9 – Renewals

C. Department Activity Reports - Approved

1. Police Chief
2. Finance Director

D. Minnesota Lawful Gambling Application for Exempt Permit – Submitted by Council 11679, Saint Mathias, 1844 S. Oakridge Ln, Fort Ripley, MN 56449 for an Event to be Held on April 15, 2018 at St. Francis of the Lakes Catholic School, 817 Juniper St., Brainerd - Approved

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

General Obligation Improvement, Utility Revenue, and Equipment Certificates of Indebtedness – Adopted by Resolution No. 11:18

The Chair recognized Mr. Paul Steinman from Springsted, Inc. Mr. Steinman presented an overview of the City’s bond rating as well as the tabulation of the bid results.

MOVED AND SECONDED BY ALDERMEN BEVANS AND LAMBERT TO ADOPT RESOLUTION NO. 11:18 PROVIDING FOR THE ISSUANCE AND SALE OF GENERAL OBLIGATION BONDS, SERIES 2018A, IN THE PROPOSED AGGREGATE PRINCIPAL AMOUNT OF $5,295,000.

RESOLUTION NO. 11:18

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

Presentations

Brainerd Public Schools – Blueprint 181 Informational Presentation - Informational

The Chair recognized Ms. Laine Larson, Brainerd School Superintendent along with Cori Reynolds, Communications Director. Ms. Larson presented information regarding the upcoming school referendum for the Blueprint 181 project. There are many listening sessions scheduled throughout the area regarding the project which included information on how residents may be affected. Mr. Larson urged the community to attend one of the sessions and all information can be accessed at www.blueprint181.org. The Chair thanked her for the presentation.

Conduct on Premises Update – Presentation by Police Department - Informational

The Chair recognized Police Chief McQuiston who gave an update to the Brainerd Police Department's Conduct on Premises Community Policing Project. The program has been in place since 2015 and refers to the City Ordinance 425.2020 which outlines the definition of conduct on premises. A brief overview was explained on what prompts calls to a premises and what action is taken by the police department. The City is divided into seven grids in which two officers are assigned to each grid to oversee rental properties. Since the inception of the program, there has been a significant decrease in the number of conduct on premises reports and the crimes have been less severe. The Police Department will continue with the program which has proven to enhance communication between property owners and tenants. The Chair thanked him for the presentation.

Council Committee Reports

Personnel and Finance Committee Report

Approval of Bills & Payments to Contractors - Approved

Contractor	Imp. #	Project	Amount Paid	Amount Retained
Braun Intertec	14-03	Jackson St MnDOT Testing thru 1/27/18	$650	$0
Braun Intertec	16-13	Buffalo Hills Lane Resurfacing MnDOT Testing thru 1/27/18	$650	$0
Braun Intertec	14-01	Oak St Mill & Overlay MnDOT Testing thru 1/27/18	$500	$0
CWC Highway Dept	17-01	2017 Street Striping	$11,759	$0
Millsop Assoc.	17-05	LSI Foundry Site 9/16/17 – 12/18/17	$5,653	$0

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

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

2018 Workers' Compensation Renewal - Informational

Committee Chair Johnson indicated the renewal included a drop in the experience modification rating from 1.10 to 1.00. The budgeted work compensation expense will be approximately $21,000 less than anticipated.

Authorization to Dispose of Technology Equipment - Approved

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK, DULY CARRIED, TO USE A PUBLIC SURPLUS WEBSITE TO AUCTION ITEMS THAT MAY HAVE VALUE, TO USE PROCEEDS TO OFFSET COSTS TO DESTROY HARD DRIVES AND DONATE REMAINING USABLE ITEMS TO PC'S FOR PEOPLE.

Safety and Public Works Committee Report

Authorization to Solicit Bids – Street Department Salt/Sand Storage Building - Approved

MOVED AND SECONDED BY ALDERMEN BEVANS AND BADEAUX, DULY CARRIED, TO AUTHORIZE STAFF TO SOLICIT BIDS FOR THE SALT / SAND STORAGE BUILDING ONCE THE GEOTECHNICAL REPORT IS COMPLETED.

Notice of Hearing – Petition to Vacate a Portion of Vine Street in Harrison and White's Addition - Approved

MOVED AND SECONDED BY ALDERMEN BEVANS AND LAMBERT, DULY CARRIED, TO SET THE PUBLIC HEARING TO HEAR TESTIMONY FOR OR AGAINST THIS PROPOSED VACATION OF A PORTION OF VINE STREET IN HARRISON AND WHITE'S ADDITION TO THE CITY OF BRAINERD FOR MONDAY, MAY 7, 2018 AT 7:30 P.M.

Proposal for Soil Borings and Geotechnical Evaluation - Approved

MOVED AND SECONDED BY ALDERMEN BEVANS AND BADEAUX, DULY CARRIED, TO APPROVE THE SCOPE OF SERVICES AT THE COST OF $3,450 FROM NORTHERN TECHNOLOGIES LLC. AND AUTHORIZE PROPER SIGNATURES ON THE SCOPE FOR SERVICES FOR THE BRAINERD STREET DEPARTMENT SALT/SAND BUILDING SITE.

Improvement 17-13 Feasibility Report and Setting the Improvement Hearing – Adopted by Resolution No. 12:18

MOVED AND SECONDED BY ALDERMEN BEVANS AND LAMBERT TO ADOPT RESOLUTION NO. 12:18 RECEIVING THE FEASIBILITY REPORT AND SETTING THE IMPROVEMENT HEARING FOR 7:30 P.M. ON MARCH 19, 2018.

RESOLUTION NO. 12:18

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

Unfinished Business

None

New Business

New On-Sale Liquor/Sunday Licenses – Submitted by Barboza's Inc. dba Senor Patron Mexican Cuisine, 314 South 7th Street, Brainerd - Approved

MOVED AND SECONDED BY ALDERMEN JOHNSON AND HILGART, DULY CARRIED, TO APPROVE THE ON-SALE LIQUOR / SUNDAY LICENSE FOR BARBOZA'S INC., DBA SENOR PATRON MEXICAN CUISINE, 314 SOUTH 7TH STREET CONTINGENT UPON THE APPROVAL FROM THE FIRE CHIEF.

Downtown Creative Placemaking Initiatives Presentation and Support Request - Approved

City Planner Ostgarden indicated the upcoming construction of South 6th Street will affect our downtown businesses. Creative Placemaking is the collaboration of a coalition of people working to establish an initiative to bring arts and events to the downtown area during the construction and the City wants to try something new. The idea of Creative Placemaking is to attract people to the downtown area with activities and social gathering spaces in hopes of supporting the downtown area businesses and property owners. There are many activities and events that can take place such as sculptures, mobile art carts, chalk and sidewalk painting along with music events and farmers markets. City Planner Ostgarden is requesting the support of the City Council in this project.

The Chair recognized Ms. Cheryal Hill, Region Five Director who explained the Crowd Funding process, the grants received to assist in the initiative and the role of Region Five in the project.

The Chair recognized Mr. Jamie Bieser, Brainerd Restoration board member who spoke on behalf of Michael Angland, President of Brainerd Restoration. The goal of Brainerd Restoration is to aid in the revitalization and the redevelopment of the historic downtown area. Mr. Bieser reviewed the input they have towards the project and their plans to go forward with the initiative.

MOVED AND SECONDED BY ALDERMEN JOHNSON AND HILGART, DULY CARRIED, TO DONATE $3,000 TO SUPPORT THE DOWNTOWN CREATIVE PLACEMAKING INITIATIVE.

Planning Commission

Final Reading of Proposed Ordinance No. 1477 – An Ordinance Amending Section 17-8 C. Accessory Buildings, Uses and Equipment – Adopted by Ordinance No. 1477

MOVED AND SECONDED BY ALDERMEN BEVANS AND BADEAUX, DULY CARRIED, TO AMEND THE PROPOSED ORDINANCE NO. 1477 APPROVED AT THE FEBRUARY 5, 2018 MEETING BY OMITTING THE COMMERICAL DISTRICT FROM THE PROPOSED DRAFT ORDINANCE.

MOVED AND SECONDED BY ALDERMEN BEVANS AND BADEAUX, DULY CARRIED, TO HOLD THE FINAL READING OF THE AMENDED PROPOSED ORDINANCE NO. 1477 – AN ORDINANCE TO AMEND ZONING ORDINANCE SECTION 17-8 C. ACCESSORY BUILDINGS, USES AND EQUIPMENT TO PERMIT FABRIC CONSTRUCTION MATERIAL FOR INDUSTRIAL OR PUBLIC/SEMI-PUBLIC ACCESSORY BUILDINGS.

MOVED AND SECONDED BY ALDERMEN BEVANS AND BADEAUX TO ADOPT ORDINANCE NO. 1477 – AN ORDINANCE TO AMEND ZONING ORDINANCE SECTION 17-8 C. ACCESSORY BUILDINGS, USES AND EQUIPMENT TO PERMIT FABRIC CONSTRUCTION MATERIAL FOR INDUSTRIAL OR PUBLIC/SEMI-PUBLIC ACCESSORY BUILDINGS.

ORDINANCE NO. 1477

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

Public Forum

The Chair opened the Public Forum at 9:35 p.m.

No one came forward.

The Chair closed the Public Forum at 9:35 p.m.

Staff Reports

City Engineer Sandy announced the two open house events coming up for the South 6th Street Reconstruction project. The first one will be a business owner Meet and Greet at The Chamber of Commerce on March 5, 2018 at 5:30 p.m. The second open house is for the public to attend and will take place at Trinity Lutheran Church on March 20, 2018 at 5:00.

City Administrator Torstenson stated the Mayor sends his regrets tonight for his absence as he is attending a chamber event with legislatures in St. Paul. He is discussing the activities taking place in the City with the revitalization efforts downtown.

City Administrator Torstenson indicated Lakes Media Collaborative to make some adjustments to the sound system in council chambers to improve the quality for the viewing public.

City Administrator Torstenson attended a summit regarding Revitalizing Downtowns and Economic Development which was very informative and learned many great ideas. The Creative Placemaking Initiative was the number one suggestion at the summit in the revitalization of downtowns spaces.

Council Announcement – CoRE Program Opportunity – Informational

City Administrator Torstenson explained this was an informational mailing we received regarding pipeline safety as there is a proposed pipeline going through the northern part of Crow Wing County. There will be a free informational session coming up March 13th in Walker.

Council Member Reports

Council Members Hilgart and Lambert attended the BLAEDC meeting recently and had an opportunity to meet with other elected members in the area. There was a very interesting presentation from the Federal Reserve.

Council Member Bevans met recently with Tad Erickson from Region Five and discussed the Comprehensive Plan.

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

PLEASE NOTE: *THIS INCLUDES ANY EXPIRING TERMS UP FOR REAPPOINTMENT* ***– ALL CURRENT MEMBERS ARE REQUIRED TO REAPPLY***

Mayor Recommended: (all terms expire on 12/31 of said year)
Charter Commission – 1 term (Expire 2020) – 1 term (Expire 2021)
Housing & Redevelopment Authority – 1 term (Expire 2022)

Adjourn to:

River to Rail Event at The Luminary Fern, 1561 Northern Pacific Road at 5:00 p.m. on Monday, February 26, 2018

Business Meet and Greet Open House Regarding South 6th Street Reconstruction on Monday, March 5, 2018 at 5:30 p.m. at the Chamber of Commerce, 224 West Washington Street

The Chair adjourned the meeting at 9:45 p.m.

Cassandra Torstenson
City Administrator