Brainerd, MN
September 8, 2020

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 Johnson.

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

Due to Alderwoman Lambert participating in the meeting remotely, all motions will be made by roll call vote for accuracy.

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

MOVED AND SECONDED BY ALDERMEN BEVANS AND W. ERICKSON TO APPROVE THE AGENDA.

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

MOVED AND SECONDED BY ALDERMEN BEVANS AND PRITSCHET TO APPROVE THE CONSENT CALENDAR.

A. Approval of the Minutes of the Regular Meeting held on August 17, 2020 - Approved

B. Approval of Licenses - Approved

Contractor Licenses - 5

C. Department Activity Reports - Approved

1. Fire Chief
2. Parks Director

D. EDA Annual Report to Council - Approved

E. Last Turn Saloon Building Permit Denial Findings Of Fact – Adopted by Resolution No. 33:20

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

Presentations

Splash Pad Presentation

The Chair welcomed Ms. Emily Noble and Ms. Meta Mandich via WebEx, who have been working on raising funds for a splash pad. They indicated they have raised $85,000, with another $3,000 being raised this past Labor Day weekend and are asking the Council for a

match of funds. Ms. Noble and Ms. Mandich gave a brief update of the activities and community outreach that has taken place.

Ms. Kara Schaefer and Mr. Kevin Yeager, members of the Park Board were attending via WebEx and answered questions regarding the possible location change from Gregory Park to the Memorial Park during the park renovation. Mr. Yeager explained the different types of splash pads that could be constructed and the pros and cons of each. He stated the pump and dump system would be the most cost effective and most popular with other municipalities.

MOVED AND SECONDED BY ALDERMEN STUNEK AND LAMBERT TO DISCUSS THE POSSIBILITY OF A FUNDS MATCH, UP TO $100,000 TOWARDS THE CONSTRUCTION OF THE SPLASH PAD AT THE 2021 BUDGET WORKSHOP BEING HELD ON MONDAY, SEPTEMBER 14, 2020.

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

Brainerd Lakes Regional Airport Annual Report

The Chair welcomed Mr. Steven Wright, director of the Brainerd Lakes Regional Airport, via WebEx who thanked the Council for the opportunity to present the 2019 Annual Report. Mr. Wright explained strategic, financial, and operating highlights as well as enplanement information and the monthly fuel reports. He reviewed the details of the CARES Act 2020 funding and the proposed development projects being planned to use those funds. Mr. Wright answered questions and the Council thanked him for the presentation.

Council Committee Reports

Personnel and Finance Committee Report

Approval of Bills - Approved

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

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

Ratification of Hiring Street and Sewer Maintenance I Personnel - Approved

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND T. ERICKSON TO RATIFY THE HIRING OF THE FOLLOWING INDIVIDUALS AS STREET MAINTENANCE I EMPLOYEES:

- ROBERT ANDERSON (TRANSFER FROM PARKS DEPARTMENT) AT STEP 6 ($25.86 PER HOUR) EFFECTIVE 8/31/20
- MICHAEL JENSEN AT STEP 4 ($23.79 PER HOUR) EFFECTIVE 9/8/20
- CHAD LARDY AT STEP 2 ($21.73 PER HOUR) EFFECTIVE 9/14/20

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

Retirement of Police Chief Corky McQuiston - Approved

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND STUNEK TO ACCEPT WITH REGRET THE RETIREMENT OF POLICE CHIEF MCQUISTON, AUTHORIZE HIS SEVERANCE PAYOUT PER CITY POLICY AND REQUEST THE CIVIL SERVICE COMMISSION BEGIN THE HIRING PROCESS.

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

Long-Term Disability Insurance Request for Proposals Results - Approved

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND T. ERICKSON TO ACCEPT THE LONG-TERM DISABILITY PROPOSAL SUBMITTED BY MADISON NATIONAL LIFE INSURANCE COMPANY AT $.15 PER $100 OF MONTHLY PAYROLL FOR 2021, 2022, AND 2023.

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

Update on 2021 Health Insurance Request for Proposals - Approved

HR Director Schubert explained the details of the RFP and responses that were received. She stated the recommendation is to request a Council Member be a part of the Insurance Committee to review the proposals and make a selection for the Council to consider at the October 5, 2020 meeting.

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND STUNEK TO APPOINT ALDERMAN T. ERICKSON AS A COUNCIL REPRESENTATIVE TO THE EMPLOYEE INSURANCE COMMITTEE.

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

Loan Subordination - Approved

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND T. ERICSKON TO APPROVE THE SUBORDINATION REQUEST FOR MS. WANDA LANE, 1107 PINE STREET, BRAINERD.

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

Safety & Public Works Committee Report

Event/Street Closure Application – Fire Department Open House - Approved

MOVED AND SECONDED BY ALDERMEN BEVANS AND W. ERICKSON TO ACCEPT STAFF’S RECOMMENDATION AND APPROVE THE EVENT/STREET CLOSURE APPLICATION FOR THE FIRE DEPARTMENT OPEN HOUSE ON OCTOBER 8, 2020 UNDER

THE CONDITION THE FIRE DEPARTMENT OBTAIN ALL STATE APPROVALS FOR LARGEEVENTS AND THE EVENT FOLLOWS ALL GUIDANCE PROVIDED BY THE GOVERNOR'S EXECUTIVE ORDERS OR OTHER GUIDANCE OBTAINED IN THE APPROVAL PROCESS AND THAT REQUESTS FOR TRAFFIC CONTROL BE MADE THROUGH THE STREET DEPARTMENT PRIOR TO THE EVENT.

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

Improvement 20-03 – 2020 Large Patching Project Final Pay Estimate - Approved

MOVED AND SECONDED BY ALDERMEN BEVANS AND W. ERICKSON TO APPROVE THE INVOICES FROM ANDERSON BROTHERS CONSTRUCTION FOR IMPROVEMENT 20-03 AND THE LAST INVOICE FOR THE WILD AVENUE PATCHING IN THE TOTAL AMOUNT OF $50,000, WHICH IS $44,557 AND $5,443, RESPECTIVELY.

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

Request to Construct Police Impound Lot - Approved

MOVED AND SECONDED BY ALDERMEN BEVANS AND PRITSCHET TO ACCEPT STAFF'S RECOMMENDATION AND APPROVE THE PLAN TO PROCEED WITH CONSTRUCTING A SEPARATE POLICE DEPARTMENT IMPOUND LOT ON THE INDUSTRIAL PARK PARCEL PID 41010549.

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

Garbage Haulers and Canisters – Discussion Item - Approved

MOVED AND SECONDED BY ALDERMEN BEVANS AND LAMBERT TO WORK WITH STAFF AND GARBAGE HAULERS TO ENFORCE THE REMOVAL OF WASTE CANISTERS FROM THE RIGHT-OF-WAY AFTER PICKUP THROUGH COMMUNICATION AND ENACT A WASTE HAULERS COMMITTEE TO MEET YEARLY TO DISCUSS PENDING ISSUES; APPOINTING ALDERWOMAN LAMBERT AS A COUNCIL LIAISON TO SAID COMMITTEE.

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

Unfinished Business

Committee Resignations – Accept with Regret - Approved

MOVED AND SECONDED BY ALDERMEN BEVANS AND PRITSCHET TO ACCEPT WITH REGRET THE RESIGNATION OF YVETTE CAMPBELL FROM THE ECONOMIC DEVELOPMENT AUTHORITY.

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

Committee Recommendations – Recommended by Mayor Badeaux - Approved

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND BEVANS TO RENEW THE APPOINTMENT OF MICHAEL O'DAY TO THE ECONOMIC DEVELOPMENT AUTHORITY WITH A TERM TO EXPIRE 09/07/2026.

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

Committee Recommendations – Recommended by Council President - Approved

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND W. ERICKSON TO APPOINT KEITH RIEDEL TO THE AIRPORT COMMISSION WITH A TERM TO EXPIRE 12/31/2021.

Upon roll call, members Stunek, Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, and Johnson 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: (terms to expire on 12/31 of said year)
Cable TV Advisory Committee – 1 term (Expire 2021) - 2 terms (Expire 2022)
Charter Commission – 2 terms (Expire 2020)

Mayor Recommended: (terms to expire 09/07 of said year)
Economic Development Authority (EDA) – 1 term (Expire 2021)

Council President Recommended: (term to expire 12/31 of said year)
Airport Commission – 1 term (Expire 2021) – *pending appointment*

Other
Water Tower Fundraising Committee
Parking Commission

New Business

New On-Sale Liquor, Sunday Liquor and Off-Sale Liquor License Applications – Submitted by Northern Pacific Hospitality LLC dba Notch 8, 1551 Northern Pacific Rd., Brainerd - Approved

Finance Director Hillman explained the details of the applications being requested.

The Chair recognized Mr. Nick Miller, owner of 3 Cheers Hospitality, who was present for the meeting via the WebEx call in option. Council asked about the off-sale license that is being requested. Mr. Miller indicated this would allow a patron to purchase a bottle of wine, drink kit or a six-pack of beer to take home.

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND BEVANS TO APPROVE THE ON-SALE LIQUOR, SUNDAY, AND OFF-SALE LIQUOR LICENSES FOR NORTHERN PACIFIC HOSPITALITY LLC DBA NOTCH 8, 1551 NORTHERN PACIFIC RD, CONTINGENT UPON APPROVAL FROM THE POLICE CHIEF AND FIRE CHIEF.

Upon roll call, members Stunek, Pritschet, Bevans, T. Erickson, Lambert, and Johnson voted “aye”. Member W. Erickson abstained from voting. No member voted “nay”. The Chair declared the motion carried.

Proposed Ordinance No. 1510 – Amending the Rural Service District – Public Hearing & First Reading - Approved

Community Development Director Chanski explained the details of the request from Mr. Ken Jedlenski to add his property PID 41330756 to the rural service district, as his adjacent property PID 41330716 is located in the district.

The Chair opened the public hearing at 8:26 p.m.

No one came forward.

The Chair closed the public hearing at 8:27 p.m.

MOVED AND SECONDED BY ALDERMEN BEVANS AND W. ERICKSON TO DISPENSE WITH THE ACTUAL READING AND HOLD THE FIRST READING OF ORDINANCE NO. 1510 – AN ORDINANCE TO AMEND THE RURAL SERVICE DISTRICT.

Community Development Director Chanski indicated the Planning Commission will be reviewing the Rural Services District ordinances to assess the usefulness of the district going forward.

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

Public Works Department – Approved

City Administrator Bergman stated the Park Board is exploring options and ideas for the possibility of a public works department, due to Park Director Sailer’s retirement. She indicated the Park Board is requesting the Council’s participation in researching this option.

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND BEVANS TO MOVE FORWARD IN DISCUSSION WITH THE PARK BOARD REGARDING THE POSSIBILITY OF A PUBLIC WORKS DEPARTMENT, APPOINTING ALDERMEN W. ERICKSON AND JOHNSON AS COUNCIL LIAISONS.

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

Planning Commission

Variance Request – 515 S. 9th St. – Setbacks for Duplex Development - Approved

Community Development Director Chanski explained the details of the variance application, submitted by Stangler Properties to construct a duplex at 515 S. 9th Street. He stated the public hearing will be held tonight to hear testimony for or against the variance.

The Chair opened the public hearing at 8:33 p.m.

Community Development Chanski stated he received a phone call from Ms. Jean Haurum who owns the property at 508 S. 9th Street. Ms. Haurum had some concerns about a duplex being constructed on a parcel that narrow.

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

MOVED AND SECONDED BY ALDERMEN W. ERICKSON AND LAMBERT TO APPROVE THE VARIANCE REQUEST AT 515 S. 9TH ST. FOR A REDUCED SIDE SETBACK OF THREE FEET FOR THE DEVELOPMENT OF A DUPLEX WITH THE CONDITION THAT THE NORTH LOT LINE SETBACK SHALL BE NO LESS THAN THREE FEET AND ALL OTHER SETBACKS SHALL BE MET AS REQUIRED BY ORDINANCE AS WELL AS THE RECOMMENDATION THE APPLICANT CONSIDER THE PLACEMENT OF THE PROPOSED GARAGE FURTHER FROM THE NORTH LOT LINE DUE TO THE PROXIMITY TO THE NEIGHBORING GARAGE.

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

Public Forum

The Chair opened the public forum at 8:37 p.m.

The Chair recognized Mr. Jeff Czeczok, 511 D Street, who thanked staff and/or others that contributed in obtaining residents to apply to serve on the Charter Commission. He stated the street reconstruction of D Street looks great and he also thanked Chief McQuiston for his service.

The Chair closed the public forum at 8:40 p.m.

Staff Reports

City Administrator Bergman asked Council members to participate in the Employee Appreciation Day on September 16th from 11:30-12:30. She said the board members from the Evergreen Cemetery will be addressing the Council at the September 21st Council meeting and the Charter Commission will be holding a meeting very soon. She stated she participated in the History Walk that took place last week and encouraged everyone to participate in future walks. She also requested that City Council meetings be opened to the public, starting on September 21st.

Community Development Director Chanski stated the Walkable Bikeable Committee is requesting new participants to join in their meetings, which take place on the 4th Monday of the month at 5:00 p.m. He announced the Planning Commission is holding a Special Meeting to interview six respondents to the zoning rewrite RFP on September 9th at 6:00 p.m.

Mayor’s Report

Mayor Badeaux also attended the meeting with the Evergreen Cemetery Board, and the History Walk which both were very well conducted.

Council Member Reports

Council Member Johnson also participated in the History Walk and thanked Chief McQuiston for his years of service.

Council Member Bevans requested an update regarding the water tower committee fundraising efforts prior to the October deadline.

Council Member Pritschet was happy to be a part of the first in-person day of school today.

Council Member T. Erickson gave an update to the Northland Arboretum and the Riverfront Committee meetings that took place recently and he wished Chief McQuiston well on his retirement.

Council Member Stunek announced there will be some exciting things happening at the airport very soon and he also wished Chief McQuiston well.

Council Member Lambert stated the Rental Housing Code review committee will resume meeting in October to continue with the code review.

Adjourn to Budget Workshop to be Held Monday, September 14, 2020, 6:00 P.M. at the Fire Department Training Room

The Council adjourned at 8:51 p.m.

Jennifer Bergman
City Administrator