

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 Bevans.

Upon roll call, the following members were noted as present: O'Day, Stunek, Johnson, Stenglein, Erickson, and Bevans. Council Member Pritschet was noted as absent. Mayor Badeaux was also noted as absent.

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

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND ERICKSON, DULY CARRIED, TO APPROVE THE AGENDA.

MOVED AND SECONDED BY COUNCIL MEMBERS STUNEK AND JOHNSON TO APPROVE THE CONSENT CALENDAR.

- A. Approval of Bills and Transfer of Funds
- B. Approval of Minutes of the Regular City Council Meeting held on July 5th, 2022
- C. Approval of Licenses
- D. Department Activity Reports
- E. Minnesota Lawful Gambling Application for Exempt Permit- Submitted by Brainerd Fire Relief Association for an Event to be held at Brainerd Fire Station 23 Laurel St on December 5th, 2022
Temporary On-Sale Liquor License Application- Submitted By Brainerd Jaycees For An Event To Be Held July 22 & 23 Downtown Brainerd 6th St And Front St
- F. Minnesota Lawful Gambling Application for Exempt Permit- Submitted by Brainerd Jaycees for an Event to be held at Brainerd High School 702 S 5th St on August 6th, 2022
- G. Minnesota Lawful Gambling Application for Exempt Permit- Submitted by Minnesota Deer Hunters Association Brainerd Chapter for an Event to be held at the Crow Wing County Curling Club 2000 SE 13th St on September 9, 2022

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

Community Member of the Month

Council Member Johnson recognized Monty Jensen of Level Contracting as the July Community Member of the Month. In 2016 the City entered into a development agreement to get 3 developments in the City off of the tax forfeit rolls. Since then, Level Contracting has developed over 80 homes, with a majority of them lying in Ward 4. For that reason, Council Member Johnson nominated Mr. Jensen for Community Member of the Month.

Monty Jensen, Level Contracting, thanked his staff, sub-contractors, and suppliers for their hard work for the accomplishment. He thanked City Staff for the welcoming culture and making Brainerd a place that he wants to continue to develop in.

2021 Audit Presentation

The Chair recognized Mary Reedy, CliftonLarsonAllen, and Finance Director Hillman to present the 2021 Audit Results. Ms. Reedy stated that the results of the audit overall were positive and similar to other years. The results were submitted by June 30th to the State of Minnesota. Finance Director Hillman provided an overview of City spending for 2021 in comparison to the budget.

Chair Bevans requested that Personnel and Finance Committee decide how to report the public safety, parks, and streets for the 2023 ACFR with the change of the Charter.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND O'DAY, DULY CARRIED, TO ACCEPT THE AUDIT AS PRESENTED.

Council Committee Reports

Safety and Public Works

Request to Apply for Clean Water Funds Fiscal Year 2023 for Gully Remediation Project

Committee Chair O'Day stated that the grant would fund 75% of the estimated project cost through the state funded program with a 25% match from the City if awarded. The City's responsibility is estimated at \$210,000 to fix the gully in South Brainerd which would come from the Storm Sewer Fund or other local funding sources. The gully remediation is needed for compliance with the City's MS4 permit.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND ERICKSON, DULY CARRIED, TO AUTHORIZE STAFF TO APPLY FOR CLEAN WATER FUNDS FISCAL YEAR 2023 IN THE AMOUNT OF \$630,000.

Direction on Active Code Enforcement

Committee Chair O'Day stated that there are seven active cases presented.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND ERICKSON, DULY CARRIED, TO ACCEPT THE STAFF RECOMMENDATIONS ON THE ATTACHED MEMO.

Community Development Director Kramvik stated that the property that staff was asked to follow-up on from the last meeting was determined to have been repossessed by the Bank. Staff has contacted the bank.

Personnel and Finance Committee

Accept Retirement of Street Maintenance III/ Sewer Lead Gary Thompson

Committee Chair Johnson stated that it is with great regret that we accept the retirement of Mr. Gary Thompson. He has vast knowledge that has been valuable to the City.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO ACCEPT THE RETIREMENT OF STREET MAINTENANCE III/SEWER LEAD GARY THOMPSON EFFECTIVE OCTOBER 15, 2022, AND TO AUTHORIZE HIS

SEVERANCE PAYOUT PER THE IUOE LOCAL NO. 49 STREET DEPARTMENT UNION CONTRACT; FURTHER, TO AUTHORIZE STAFF TO POST THE REPLACEMENT POSITION.

Approve Updated Brainerd Public Utilities Contribution Rate Policy

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STENGLEIN, DULY CARRIED, TO APPROVE THE ATTACHED AMENDED CONTRIBUTION POLICY BETWEEN BRAINERD PUBLIC UTILITIES AND THE CITY OF BRAINERD.

Discussion of Meals for Election Judges

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO APPROVE MEALS FOR ELECTION JUDGES UP TO \$2,000 FOR BOTH THE PRIMARY AND GENERAL ELECTIONS.

Update on the Request for Funds to be Returned from Lakes Area Media Collaborative

Committee Chair Johnson stated that there is no update. Administrator Bergman will reach out to the Board members.

Unfinished Business

Interview Candidates and Appoint a Council Member for Ward 1

Administrator Bergman stated that Council Member Pritschet submitted his resignation from the City Council as of July 31, 2022. The Ward 1 seat will be on the Primary and General Election as a special election to finish Mr. Pritschet's term. Since the seat is vacant from August 1, 2022, until December 31, 2022, the Council elected to fill the seat until the end of 2022. There are three applicants: William Bieser, Leonard Skillings, and Kara Terry.

Chair Bevans stated that since there are 6 members in attendance tonight, the voting will be voice vote. In the event of a tie there will be a second voice vote. If the tie persists the Council will rank vote on paper.

Each of the Applicants had the opportunity to give background information about themselves in alphabetical order.

William Bieser, 160 Pineview Drive
Leonard Skillings, 920 S 7th Street
Kara Terry, 810 Paul Circle

Council Vote 1-

O'Day- Bieser
Stunek- Bieser
Johnson- Bieser
Stenglein- Terry
Erickson- Bieser
Bevans- Bieser

Chair Bevans thanked the applicants and declared that the Council appointed William Bieser to the Brainerd City Council Ward 1 as of August 1, 2022, through December 31st, 2022.

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 – 2 terms (Expire 2022) --1 term (Expire 2024)
Charter Commission – 1 term (Expire 2022) 1-term (Expire 2025)
Rental Dwelling License Board of Appeals – 2 terms (Expire 2022)

Mayor Recommended: (terms to expire 09/07 of said year)

Economic Development Authority (EDA) – 1 term (Expire 2022) – 1 term (Expire 2026)

Council President Recommended: (terms to expire 12/31 of said year)

Planning Commission—1 term (Expire 2023)

Ad Hoc Committees – Applicants Needed

Water Tower Fundraising Committee – 1 position available

Public Forum

The Chair opened public forum at 8:17 p.m.

Troy Scheffler, 26359 Shandy Trail, Merrifield, stated that at the 4th of July Parade held by Brainerd Community Action Council Member Erickson disrupted the line up of the parade by moving spaces. It frustrated many people in the parade. He hopes that Community Action will take action to prevent this from happening again.

The Chair closed public forum at 8:21 p.m.

Staff Report

Community Development Director Kramvik stated that the Planning Commission will hear a variance request for the fence at 401 Holly Street, Conditional Use Permit for Teeny Bubbles, and Interim Use Permit for Bridges of Hope Warming Shelter at their meeting on July 20th.

Chair Bevans apologized to Mr. Kramvik for the way the fence matter was handled at the previous meeting.

Interim City Engineer Sandy stated that the construction on South 6th Street is getting its first layer of asphalt. The Mississippi Landing Trailhead is underway, grading for the storm sewer has begun, the contractor is waiting on materials, beginning to stub in utilities and flat work.

City Administrator Bergman stated that the Charter Commission met on July 13th. The ordinance that was previously presented to the City Council will be brought back in three ordinances in the future. The Arboretum work group met last week; the Arboretum does have some ideas for future plans. The Initiative Foundation is preparing to execute an agreement with DEED Mainstreet Revitalization Program. As soon as the agreement is executed BLAEDC will start the applications process. Finally, CLC President Charlier met with Administrator Bergman and HRA Director Charpentier to talk about student housing needs in the City of Brainerd.

HRA Director Charpentier stated that hopefully the HRA can be a part of solutions for student housing.

Council Member Reports

Member O'Day stated that he has been monitoring the South 6th Street construction, it will hopefully be safer for pedestrians. He thanked the applicants for Ward 1.

Member Erickson stated that Planning Commission is on July 20, Arboretum Board of Directors is on July 28th, and Transportation Advisory Committee is on August 18th.

Chair Bevans stated that he went to the Lion's 100 Year Celebration, he thanked the Lions for 100 years of service.

Adjourn

MOVED AND SECONDED BY COUNCIL MEMBERS STUNEK AND O'DAY, DULY CARRIED, TO ADJOURN.

The Chair adjourned the meeting at 8:30 p.m.



Jennifer Bergman
City Administrator

