



NORTH BRANCH

—Minnesota—

Kevin Schieber
Mayor

Robert Canada
Councilmember/Acting Mayor

Jeff Goulet
Councilmember

Jim Ibinger
Councilmember

Patrick Meacham
Councilmember

**CITY COUNCIL
REGULAR AGENDA
WEDNESDAY, JUNE 24, 2026 @ 6:00 PM
CITY HALL, 6408 ELM STREET, NORTH
BRANCH, MN 55056**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. AGENDA APPROVAL
 - a. Approve Agenda ACTION
5. PRESENTATION & PROCLAMATION
6. PUBLIC COMMENT

Provides an opportunity for the public to address the Council on items that are not on the Agenda. Please raise your hand to be recognized. Please state your name and address for the record. This section is for the express purpose of addressing concerns of City services and operations. It shall not be used to clarify individual's views for political purposes.
7. CONSENT AGENDA

All matters listed under Consent Agenda are considered routine and/or non-controversial and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

 - a. Claims ACTION
 - b. Approval of Minutes - Regular Meeting - June 10, 2026, 6:00 PM ACTION
 - c. Receive schedule of activities update for the NW Old Town Project INFO
8. PUBLIC HEARINGS
9. STAFF REPORTS
10. MAYOR/CITY COUNCIL

- a. Advisory Committee updates

VERBAL
UPDATE

11. ADJOURNMENT

Since we do not have time to discuss every point presented, it may seem that decisions are preconceived. However, background information is provided to the City Council on each Agenda item in advance from Staff and appointed Commissions; and decisions are based on this information and past experiences. In addition some items may also have been discussed preliminarily at Council Work Sessions. If you are aware of information that has not been discussed, please raise your hand to be recognized. Comments that are pertinent are appreciated. Items requiring excessive time may be continued to another meeting.



Prepared By:

Presenter:

Date: 01/28/2026

Board & Commission: City Council

Subject: Claims

Claims Summary

Voting Requirements:

Voting Options Simple Majority

City of North Branch

ACH Checks

6171 to 6182 - \$142,314.50

Checks

93607 to 93697 - \$406,818.48

Payroll

6/18/2026 - \$135,792.07

Accounts Payable

Computer Check Proof List by Vendor

User: TiffaniFolstad
 Printed: 06/18/2026 - 2:49PM
 Batch: 00002.06.2026 - 06182026



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 1002 2492	Chisago Lakes Bus Service 4.0 School Services PARKS TOUR BUS RENTAL 6/8/2026	400.00	06/17/2026	Check Sequence: 1 403-46500-50300	ACH Enabled: False
	Check Total:	400.00			
Vendor: 1817 1930	911 TECH INC COPFTO Annual Subscription	1,389.15	06/17/2026	Check Sequence: 2 101-41420-50242	ACH Enabled: False
	Check Total:	1,389.15			
Vendor: 2059 525282 525282 525282 525282 525282 525282 525282 525282	Abdo LLP 2025 AUDIT 2025 AUDIT 2025 AUDIT 2025 AUDIT 2025 AUDIT 2025 AUDIT 2025 AUDIT 2025 AUDIT	1,589.25 244.50 5,990.25 489.00 2,934.00 244.50 489.00 244.50	06/17/2026 06/17/2026 06/17/2026 06/17/2026 06/17/2026 06/17/2026 06/17/2026 06/17/2026	Check Sequence: 3 602-49450-50301 620-49600-50301 101-41500-50301 612-49700-50301 615-49550-50301 201-46500-50301 609-49750-50301 609-48000-50301	ACH Enabled: False
	Check Total:	12,225.00			
Vendor: 1648 INV11957	ABM Equipment & Supply, LLC VALVE	305.08	06/17/2026	Check Sequence: 4 620-49600-50404	ACH Enabled: False
	Check Total:	305.08			
Vendor: 2346 MP 15266	AIR PRO LLC REFUND MP 15266 7460 ST CROIX TRL	89.00	06/17/2026	Check Sequence: 5 101-00000-32217	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	89.00			
Vendor: 2140	ALERT 360 OPCO, INC.			Check Sequence: 6	ACH Enabled: False
17341507	MONITORING	56.16	06/17/2026	101-41420-50300	
17341508	MONITORING	70.45	06/17/2026	101-41420-50300	
	Check Total:	126.61			
Vendor: 1662	AMAZON CAPITAL SERVICES			Check Sequence: 7	ACH Enabled: False
IDNF-NFFT-R3LD	LAPTOP BATTERIES X 5	419.95	06/17/2026	101-41420-50201	
IFR4-TP7Q-NVWT	Quick Connect Mounting System	42.99	06/17/2026	101-42110-50237	
1KWP-N1G3-6K6Y	UNIFORMS	168.69	06/17/2026	101-42110-50237	
1MHJ-16TN-LGYD	OFFICE SUPPLIES	169.88	06/17/2026	101-42110-50210	
1NFJ-TX1J-1434	75" TV & Mount & Cork Sheet	876.39	06/17/2026	101-41420-50207	
1P7J-CDXM-3MKM	HEADSET	48.99	06/17/2026	101-41420-50201	
1YLW-CF6Q-KYK9	MOUSE PADS	16.97	06/17/2026	101-41420-50210	
	Check Total:	1,743.86			
Vendor: 1646	Ameritas			Check Sequence: 8	ACH Enabled: False
0618 AMER	06/18/2026 PAYROLL DEF COMP	90.00	06/17/2026	101-00000-21705	
	Check Total:	90.00			
Vendor: 1029	Artisan Beer Company			Check Sequence: 9	ACH Enabled: False
3863336	THC	431.00	06/17/2026	609-49750-50254	
3863337	THC	427.00	06/17/2026	609-49750-50254	
	Check Total:	858.00			
Vendor: 1031	Aspen Mills			Check Sequence: 10	ACH Enabled: False
376714	UNIFORMS	514.00	06/17/2026	101-42280-50237	
	Check Total:	514.00			
Vendor: 1036	AT & T MOBILITY			Check Sequence: 11	ACH Enabled: False
287291265529X06	CITY MOBILE PHONES	1,362.71	06/17/2026	101-41420-50321	
	Check Total:	1,362.71			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 2144 4379956118	AT&T BILLING @ HAND ACCT	31.14	06/17/2026	Check Sequence: 12 101-41420-50321	ACH Enabled: False
	Check Total:	31.14			
Vendor: 1049 0111233200	BELLBOY CORPORATION OPERATING SUPPLIES	253.61	06/17/2026	Check Sequence: 13 609-49750-50210	ACH Enabled: False
0111233300	OPERATING SUPPLIES	138.63	06/17/2026	609-48000-50210	
0111261600	N/A SALES	59.07	06/17/2026	609-49750-50250	
0211558400	LIQUOR	735.25	06/17/2026	609-49750-50251	
0211558900	LIQUOR	549.25	06/17/2026	609-48000-50251	
0211586500	LIQUOR CREDIT	-107.65	06/17/2026	609-48000-50251	
0211633300	LIQUOR	1,037.05	06/17/2026	609-49750-50251	
0211633300	WINE	521.90	06/17/2026	609-49750-50253	
0211633700	LIQUOR	930.20	06/17/2026	609-48000-50251	
	Check Total:	4,117.31			
Vendor: 1052 10500100	BERNICKS THC	90.00	06/17/2026	Check Sequence: 14 609-48000-50254	ACH Enabled: False
10500101	BEER	1,542.55	06/17/2026	609-48000-50252	
10500110	N/A SALES	175.20	06/17/2026	609-49750-50250	
10500110	BEER	3,205.90	06/17/2026	609-49750-50252	
10500117	BEER CREDIT	-22.17	06/17/2026	609-49750-50252	
10502341	BEER	2,427.25	06/17/2026	609-49750-50252	
10502341	N/A SALES	65.00	06/17/2026	609-49750-50250	
10502342	BEER CREDIT	-17.82	06/17/2026	609-49750-50252	
4367171	BEER	1,582.50	06/17/2026	609-48000-50252	
	Check Total:	9,048.41			
Vendor: 1921 FW501578	Bituminous Roadways, Inc. SPWEA340B(R)	194.56	06/17/2026	Check Sequence: 15 101-43000-50224	ACH Enabled: False
	Check Total:	194.56			
Vendor: 1066 127420876	BREAKTHRU BEVERAGE MN WINE & SPIRITS, LLC LIQUOR	1,052.30	06/17/2026	Check Sequence: 16 609-48000-50251	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
127421048	LIQUOR	210.66	06/17/2026	609-49750-50251	
127421049	LIQUOR	1,765.05	06/17/2026	609-49750-50251	
	Check Total:	3,028.01			
Vendor: 1082	Capitol Beverage Sales LP			Check Sequence: 17	ACH Enabled: False
30440383	BEER CREDIT	-26.85	06/17/2026	609-48000-50252	
3302281	BEER	1,600.00	06/17/2026	609-49750-50252	
3302281	N/A	54.50	06/17/2026	609-49750-50250	
3302281	LIQUOR	450.00	06/17/2026	609-49750-50251	
3302304	BEER CREDIT	-220.50	06/17/2026	609-49750-50252	
3302304	N/A SALES CREDIT	-21.50	06/17/2026	609-49750-50250	
3302312	LIQUOR	494.25	06/17/2026	609-48000-50251	
3302312	N/A	42.00	06/17/2026	609-48000-50250	
3302312	BEER	706.75	06/17/2026	609-48000-50252	
	Check Total:	3,078.65			
Vendor: 2315	CENTRAL-MCGOWAN, INC			Check Sequence: 18	ACH Enabled: False
503141	CYLINDER RENTAL	64.03	06/17/2026	101-43000-50210	
	Check Total:	64.03			
Vendor: 2209	Wendy Chelberg			Check Sequence: 19	ACH Enabled: False
Q1 2026	Q1 2026 PTOS COMMISSION	50.00	06/17/2026	101-41110-50331	
Q2 2026	Q2 2026 PTOS COMMISSION	50.00	06/17/2026	101-41110-50331	
	Check Total:	100.00			
Vendor: 1095	Chisago Co. Training Assoc.			Check Sequence: 20	ACH Enabled: False
NBPD2026	2026 DUES	300.00	06/17/2026	101-42110-50433	
	Check Total:	300.00			
Vendor: 2124	Steve Cich			Check Sequence: 21	ACH Enabled: False
Q1 2026	Q1 2026 PLANNING COMMISSION	75.00	06/17/2026	101-41110-50331	
Q2 2026	Q2 2026 PLANNING COMMISSION	75.00	06/17/2026	101-41110-50331	
	Check Total:	150.00			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 1109	CINTAS			Check Sequence: 22	ACH Enabled: False
4271335900	UNIFORMS	31.02	06/17/2026	602-49450-50237	
4271335900	DUST MOP	2.05	06/17/2026	602-49450-50210	
4271336045	UNIFORMS	2.57	06/17/2026	620-49600-50237	
4271336045	UNIFORMS	9.12	06/17/2026	602-49450-50237	
4271336045	UNIFORMS	4.35	06/17/2026	101-41940-50237	
4271336045	UNIFORMS	27.24	06/17/2026	615-49550-50237	
4271336045	UNIFORMS	6.42	06/17/2026	612-49700-50237	
4271336045	MATS/MOPS	10.85	06/17/2026	101-43000-50210	
4271336045	UNIFORMS	75.71	06/17/2026	101-43000-50237	
4271336045	UNIFORMS	2.77	06/17/2026	101-45500-50237	
4271336045	UNIFORMS	9.50	06/17/2026	101-45000-50237	
4271336045	UNIFORMS	0.40	06/17/2026	609-49750-50237	
4271336045	UNIFORMS	1.34	06/17/2026	101-42110-50237	
4272104954	UNIFORMS	31.02	06/17/2026	602-49450-50237	
4272105025	UNIFORMS	4.35	06/17/2026	101-41940-50237	
4272105025	UNIFORMS	27.24	06/17/2026	615-49550-50237	
4272105025	UNIFORMS	9.12	06/17/2026	602-49450-50237	
4272105025	UNIFORMS	9.50	06/17/2026	101-45000-50237	
4272105025	UNIFORMS	75.71	06/17/2026	101-43000-50237	
4272105025	UNIFORMS	6.42	06/17/2026	612-49700-50237	
4272105025	UNIFORMS	2.77	06/17/2026	101-45500-50237	
4272105025	UNIFORMS	0.40	06/17/2026	609-49750-50237	
4272105025	SUPPLIES	10.85	06/17/2026	101-43000-50210	
4272105025	UNIFORMS	2.57	06/17/2026	620-49600-50237	
4272105025	UNIFORMS	1.34	06/17/2026	101-42110-50237	
4272114818	SUPPLIES	58.32	06/17/2026	609-49750-50210	
4272114885	SUPPLIES	48.49	06/17/2026	609-48000-50210	
	Check Total:	471.44			
Vendor: 2323	CITY OF STACY			Check Sequence: 23	ACH Enabled: False
1324	HAZ MAT OPS	2,025.00	06/17/2026	101-42280-50332	
	Check Total:	2,025.00			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 1122	Crystal Springs Ice			Check Sequence: 24	ACH Enabled: False
03-602074	N/A SALES	63.36	06/17/2026	609-48000-50250	
03-602076	N/A SALES	118.88	06/17/2026	609-49750-50250	
03-602135	N/A SALES	195.84	06/17/2026	609-49750-50250	
03-602137	N/A SALES	62.48	06/17/2026	609-48000-50250	
	Check Total:	440.56			
Vendor: 1129	DAHLHEIMER DISTRIBUTING			Check Sequence: 25	ACH Enabled: False
2792657	LIQUOR	1,275.43	06/17/2026	609-49750-50251	
2792658	THC	278.00	06/17/2026	609-49750-50254	
2792659	N/A SALES	168.60	06/17/2026	609-49750-50250	
2792660	BEER	7,432.70	06/17/2026	609-49750-50252	
2792731	THC	69.00	06/17/2026	609-48000-50254	
2792750	N/A SALES	49.50	06/17/2026	609-48000-50250	
2792751	LIQUOR	349.12	06/17/2026	609-48000-50251	
2792752	BEER	5,191.85	06/17/2026	609-48000-50252	
2792933	BEER CREDIT	-16.00	06/17/2026	609-49750-50252	
2793105	BEER CREDIT	-125.40	06/17/2026	609-49750-50252	
2793106	BEER CREDIT	-55.20	06/17/2026	609-48000-50252	
2798419	N/A SALES	28.25	06/17/2026	609-48000-50250	
2798420	LIQUOR	105.20	06/17/2026	609-48000-50251	
2798421	THC	193.00	06/17/2026	609-48000-50254	
2798422	BEER	2,466.55	06/17/2026	609-48000-50252	
2799076	THC	258.00	06/17/2026	609-49750-50254	
2799077	LIQUOR	707.60	06/17/2026	609-49750-50251	
2799078	KEG DEPOSIT	60.00	06/17/2026	609-00000-11560	
2799078	N/A SALES	529.68	06/17/2026	609-49750-50250	
2799079	BEER	9,806.30	06/17/2026	609-49750-50252	
	Check Total:	28,772.18			
Vendor: 2132	Data-Smart Computers, Inc.			Check Sequence: 26	ACH Enabled: False
99466	Data Smart Labor	145.00	06/17/2026	101-41420-50244	
	Check Total:	145.00			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 1133	Dell Marketing, L.P.			Check Sequence: 27	ACH Enabled: False
10877976950	Docking Station	916.19	06/17/2026	101-41420-50207	
10878054250	Adjustable Stand Monitor	609.35	06/17/2026	101-41420-50207	
10878752687	Keyboard and Mouse x7	220.43	06/17/2026	101-41420-50207	
	Check Total:	1,745.97			
Vendor: 2256	NATHAN EHALT			Check Sequence: 28	ACH Enabled: False
Q1 2026	Q1 2026 PLANNING COMMISSION	75.00	06/17/2026	101-41110-50331	
Q2 2026	Q2 2026 PLANNING COMMISSION	75.00	06/17/2026	101-41110-50331	
	Check Total:	150.00			
Vendor: 1175	F.I.R.E.			Check Sequence: 29	ACH Enabled: False
8185	CHEMICALS/TRAINING	700.00	06/17/2026	101-42280-50199	
	Check Total:	700.00			
Vendor: 1179	Fastenal Company			Check Sequence: 30	ACH Enabled: False
MNTC3244116	FLOWER BASKET REPAIRS	350.51	06/17/2026	101-43000-50210	
	Check Total:	350.51			
Vendor: 2205	FES, Inc.			Check Sequence: 31	ACH Enabled: False
21972	Bi-Swing Coat/SUSPENDERS	6,009.21	06/17/2026	101-42280-50201	
21984	Bi-Swing Coat -LK	2,744.69	06/17/2026	101-42280-50201	
21989	5 COATS/5 PANTS	4,601.84	06/17/2026	101-42280-50201	
	Check Total:	13,355.74			
Vendor: 1706	Flaherty & Hood, P.A.			Check Sequence: 32	ACH Enabled: False
25194 MAY EMP	MAY 2026 LABOR&EMP MATTERS	345.00	06/17/2026	101-41610-50304	
25314 MAY 2026	MAY 2026 MUNI REAL ESTATE MATTERS	506.25	06/17/2026	101-00000-21165	
25314 MAY 2026	MAY 2026 MUNI REAL ESTATE MATTERS	1,021.25	06/17/2026	101-41610-50304	
25314 MAY 2026	MAY 2026 MUNI REAL ESTATE MATTERS	430.00	06/17/2026	201-46500-50304	
25314 MAY 2026	MAY 2026 MUNI REAL ESTATE MATTERS	215.00	06/17/2026	101-41500-50301	
25314 MAY 2026	MAY 2026 MUNI REAL ESTATE MATTERS	1,827.50	06/17/2026	101-00000-21175	
25314 MAY 2026	MAY 2026 MUNI REAL ESTATE MATTERS	2,418.75	06/17/2026	101-41910-50304	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	6,763.75			
Vendor: 1190	Flexible Pipe Tool Company			Check Sequence: 33	ACH Enabled: False
32663	Vacuum Tube Holder	240.75	06/17/2026	602-49450-50404	
	Check Total:	240.75			
Vendor: 1204	Gateway Sign Co.			Check Sequence: 34	ACH Enabled: False
290622	SQUAD UPFITTING 326 & 426	1,850.00	06/17/2026	701-70100-50550	
290643	PW Veh R/M	1,140.00	06/17/2026	101-43000-50404	
	Check Total:	2,990.00			
Vendor: 1227	Greenworld Greenhouses			Check Sequence: 35	ACH Enabled: False
3462	6 FLOWER BASKETS	300.00	06/17/2026	101-41940-50401	
	Check Total:	300.00			
Vendor: 1239	Hawkins, Inc.			Check Sequence: 36	ACH Enabled: False
7446848	CHEMICALS	1,415.27	06/17/2026	602-49450-50272	
7451925	CHEMICALS	7,905.23	06/17/2026	615-49550-50272	
7456794	CHEMICALS	5,982.33	06/17/2026	602-49450-50272	
	Check Total:	15,302.83			
Vendor: 1246	HOHENSTEINS, INC.			Check Sequence: 37	ACH Enabled: False
937850	BEER	171.20	06/17/2026	609-49750-50252	
	Check Total:	171.20			
Vendor: 1251	Hose Pros, LLC			Check Sequence: 38	ACH Enabled: False
12117	Water R/M Equip RPZ Cart	260.06	06/17/2026	615-49550-50404	
	Check Total:	260.06			
Vendor: 1252	Hotsy Equipment Of Minnesota			Check Sequence: 39	ACH Enabled: False
29385	REPAIRS/MAINT BLDGS	304.98	06/17/2026	101-42280-50401	
	Check Total:	304.98			
Vendor: 1265	Isanti-Chisago County Star			Check Sequence: 40	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
1002500	ADVERTISING	70.00	06/17/2026	609-49750-50340	
1960309	ORD NO 412-26	6.48	06/17/2026	101-41400-50351	
1960310	NB 2025 WATER REPORT	170.66	06/17/2026	101-43000-50351	
	Check Total:	247.14			
Vendor: 1268	IUOE Local #49			Check Sequence: 41	ACH Enabled: False
JUNE 2026	PW JUNE 2026 UNION DUES	490.00	06/17/2026	101-00000-21708	
	Check Total:	490.00			
Vendor: 1757	JACK CORP			Check Sequence: 42	ACH Enabled: False
263947	Parks R & M Tennis Court	323.74	06/17/2026	101-45000-50400	
	Check Total:	323.74			
Vendor: 1954	Dennis Johnson			Check Sequence: 43	ACH Enabled: False
Q1 2026	Q1 2026 EDA COMMISSION	75.00	06/17/2026	101-41110-50331	
	Check Total:	75.00			
Vendor: 1279	JOHNSON BROTHERS LIQUOR CO			Check Sequence: 44	ACH Enabled: False
1068326	LIQUOR	668.20	06/17/2026	609-49750-50251	
1068327	WINE	1,340.39	06/17/2026	609-49750-50253	
1068329	LIQUOR	1,065.80	06/17/2026	609-49750-50251	
1068330	WINE	1,784.95	06/17/2026	609-49750-50253	
1068331	LIQUOR	963.40	06/17/2026	609-49750-50251	
1068332	LIQUOR	750.40	06/17/2026	609-48000-50251	
1068333	WINE	419.40	06/17/2026	609-48000-50253	
1068334	LIQUOR	288.90	06/17/2026	609-48000-50251	
1068335	WINE	1,021.35	06/17/2026	609-48000-50253	
1073702	LIQUOR	1,162.80	06/17/2026	609-49750-50251	
1073703	WINE	215.80	06/17/2026	609-49750-50253	
1073704	LIQUOR	1,101.90	06/17/2026	609-49750-50251	
1073705	WINE	119.60	06/17/2026	609-49750-50253	
1073706	LIQUOR	415.69	06/17/2026	609-48000-50251	
1073707	LIQUOR	237.00	06/17/2026	609-48000-50251	
1073708	WINE	83.80	06/17/2026	609-48000-50253	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	11,639.38			
Vendor: 2311	KEOCHER, CASSANDRA			Check Sequence: 45	ACH Enabled: False
Q1 2026	Q1 2026 EDA COMMISSION	50.00	06/17/2026	101-41110-50331	
	Check Total:	50.00			
Vendor: 1949	Farfum Ladroma			Check Sequence: 46	ACH Enabled: False
Q1 2026	Q1 2026 PTOS COMMISSION	75.00	06/17/2026	101-41110-50331	
Q2 2026	Q2 2026 PTOS COMMISSION	75.00	06/17/2026	101-41110-50331	
	Check Total:	150.00			
Vendor: 1685	Lakes Brewing Company			Check Sequence: 47	ACH Enabled: False
002708	BEER	108.00	06/17/2026	609-49750-50252	
	Check Total:	108.00			
Vendor: 1878	Larkin Hoffman Attorneys			Check Sequence: 48	ACH Enabled: False
876327-APR 2026	Legislative Representation	2,500.00	06/17/2026	101-41800-50300	
	Check Total:	2,500.00			
Vendor: 1308	LegalShield			Check Sequence: 49	ACH Enabled: False
JUNE 2026	LEGAL SHIELD JUNE 2026	46.85	06/17/2026	101-00000-21712	
	Check Total:	46.85			
Vendor: 1317	LMCIT-Berkley Risk Administrators Co. LLC			Check Sequence: 50	ACH Enabled: False
1004793-9	FIREWORKS INSURANCE	225.00	06/17/2026	851-49990-50430	
	Check Total:	225.00			
Vendor: 2347	LMS PRODUCTIONS LLC			Check Sequence: 51	ACH Enabled: False
2026 DEV	iDEAL INTERACTIONS WORKSHOP	1,875.00	06/17/2026	101-41430-50300	
	Check Total:	1,875.00			
Vendor: 1327	MACQUEEN EQUIPMENT INC.			Check Sequence: 52	ACH Enabled: False
P71982	Storm Sewer Sweeper R/M	2,635.45	06/17/2026	612-49700-50404	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	2,635.45			
Vendor: 1643	McDonald Distributing			Check Sequence: 53	ACH Enabled: False
863883	LIQUOR	122.40	06/17/2026	609-49750-50251	
863884	BEER	3,589.10	06/17/2026	609-49750-50252	
863894	BEER	281.90	06/17/2026	609-48000-50252	
863894	LIQUOR	67.50	06/17/2026	609-48000-50251	
864968	LIQUOR	124.15	06/17/2026	609-48000-50251	
864968	N/A SALES	75.25	06/17/2026	609-48000-50250	
864968	BEER	2,328.77	06/17/2026	609-48000-50252	
864968	THC	134.75	06/17/2026	609-48000-50254	
864979	LIQUOR	165.20	06/17/2026	609-49750-50251	
864980	N/A SALES	204.23	06/17/2026	609-49750-50250	
864980	THC	130.33	06/17/2026	609-49750-50254	
864980	BEER	10,671.59	06/17/2026	609-49750-50252	
865262	BEER CREDIT	-86.40	06/17/2026	609-49750-50252	
8740919	THC CREDIT	-10.67	06/17/2026	609-49750-50254	
8740920	BEER CREDIT	-86.40	06/17/2026	609-48000-50252	
	Check Total:	17,711.70			
Vendor: 1405	MN UI FUND - UNEMPLOYMENT			Check Sequence: 54	ACH Enabled: False
19600411	Q1 2026 UNEMPLOYMENT	6,139.33	06/17/2026	101-49990-50142	
	Check Total:	6,139.33			
Vendor: 2203	Morris Electronics, Inc.			Check Sequence: 55	ACH Enabled: False
20540	1 CERTIFICATE - 1 YEAR	99.99	06/17/2026	101-41420-50242	
	Check Total:	99.99			
Vendor: 1691	MOTOROLA SOLUTIONS, INC			Check Sequence: 56	ACH Enabled: False
1411254412	CAR VIDEO SYSTEM - PD	7,920.00	06/17/2026	701-70100-50550	
1411254569	BODY WORN CAMERA - PD	828.00	06/17/2026	101-41420-50242	
	Check Total:	8,748.00			
Vendor: 2344	MUELLER INC			Check Sequence: 57	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
00111396	OPERATING SUPPLIES	220.00	06/17/2026	101-43000-50210	
	Check Total:	220.00			
Vendor: 1432	NCPERS Group Life Ins.			Check Sequence: 58	ACH Enabled: False
661602072026	NCPERS for JULY 2026	48.00	06/17/2026	101-00000-21714	
	Check Total:	48.00			
Vendor: 1440	North Central Bus & Equip Inc.			Check Sequence: 59	ACH Enabled: False
333008X1	PD Veh R/M	650.00	06/17/2026	101-42110-50404	
	Check Total:	650.00			
Vendor: 1446	Northland Business Systems Inc			Check Sequence: 60	ACH Enabled: False
113186	PD SOFTWARE 8/14/2026 to 8/13/2027	1,246.95	06/17/2026	101-41420-50242	
113186	PD SOFTWARE 8/14/2026 to 8/13/2027	2,078.25	06/17/2026	101-00000-15500	
	Check Total:	3,325.20			
Vendor: 1763	OFFICE OF MNIT SERVICES-ACCOUNTS RECEIVABLE			Check Sequence: 61	ACH Enabled: False
26050451	WAN SERVICES MONTHLY	1,150.00	06/17/2026	101-41420-50243	
	Check Total:	1,150.00			
Vendor: 1453	Olson Power & Equipment			Check Sequence: 62	ACH Enabled: False
P31804	Parks Equip R/M TriDeck	752.57	06/17/2026	101-45000-50404	
	Check Total:	752.57			
Vendor: 2293	On-Line Retrievers			Check Sequence: 63	ACH Enabled: False
MAY 2026	ANIMAL CONTROL MAY 2026	400.00	06/17/2026	101-42700-50310	
	Check Total:	400.00			
Vendor: 2310	OTTO, ROSS			Check Sequence: 64	ACH Enabled: False
Q1 2026	Q1 2026 PLANNING COMMISION	50.00	06/17/2026	101-41110-50331	
Q2 2026	Q2 2026 PLANNING COMMISION	75.00	06/17/2026	101-41110-50331	
	Check Total:	125.00			
Vendor: 1955	Sara Paul			Check Sequence: 65	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Q1 2026	Q1 2026 EDA COMMISSION	75.00	06/17/2026	101-41110-50331	
	Check Total:	75.00			
Vendor: 1465	Paustis Wine Company			Check Sequence: 66	ACH Enabled: False
295866	WINE	1,188.50	06/17/2026	609-49750-50253	
295868	WINE	726.00	06/17/2026	609-48000-50253	
	Check Total:	1,914.50			
Vendor: 1472	Petersons North Branch Mill			Check Sequence: 67	ACH Enabled: False
171053	PW Street Maint Material	379.66	06/17/2026	101-43000-50224	
	Check Total:	379.66			
Vendor: 1474	PHILLIPS WINE & SPIRITS, INC			Check Sequence: 68	ACH Enabled: False
5184499	LIQUOR	420.50	06/17/2026	609-49750-50251	
5184500	WINE	688.50	06/17/2026	609-49750-50253	
5184500	LIQUOR	235.15	06/17/2026	609-49750-50251	
5184501	N/A SALES	63.55	06/17/2026	609-49750-50250	
5184502	LIQUOR	121.70	06/17/2026	609-48000-50251	
5184503	WINE	504.90	06/17/2026	609-48000-50253	
5188025	LIQUOR	1,918.85	06/17/2026	609-49750-50251	
5188026	LIQUOR	2,827.85	06/17/2026	609-48000-50251	
5188027	WINE	137.90	06/17/2026	609-48000-50253	
	Check Total:	6,918.90			
Vendor: 2027	POLE PAINTING PLUS, INC.			Check Sequence: 69	ACH Enabled: False
2469	HYDRANT PAINTING	10,250.00	06/17/2026	615-49550-50300	
	Check Total:	10,250.00			
Vendor: 1482	Post Haste Business Solutions			Check Sequence: 70	ACH Enabled: False
147954	Interstate Business Park Marketing Signage	2,450.00	06/17/2026	201-46500-50343	
	Check Total:	2,450.00			
Vendor: 2232	Pryes Brewing Company LLC			Check Sequence: 71	ACH Enabled: False
W-123576	BEER	107.00	06/17/2026	609-48000-50252	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	107.00			
Vendor: 2019	QUADIENT, INC			Check Sequence: 72	ACH Enabled: False
30280874*	POSTAGE	700.00	06/17/2026	101-41940-50322	
Q2388857	POSTAGE MACHINE LEASE	184.77	06/17/2026	101-41420-50210	
	Check Total:	884.77			
Vendor: 2066	RMB Environmental Laboratories, Inc.			Check Sequence: 73	ACH Enabled: False
B022413	TESTING SERVICES	105.00	06/17/2026	615-49550-50315	
B022551	TESTING SERVICES	151.20	06/17/2026	602-49450-50315	
B022698	TESTING SERVICES	105.00	06/17/2026	615-49550-50315	
B022701	TESTING SERVICES	151.20	06/17/2026	602-49450-50315	
B022813	TESTING SERVICES	151.20	06/17/2026	602-49450-50315	
B022955	TESTING SERVICES	105.00	06/17/2026	615-49550-50315	
B022956	TESTING SERVICES	289.80	06/17/2026	602-49450-50315	
	Check Total:	1,058.40			
Vendor: 2257	Row Sewer Service			Check Sequence: 74	ACH Enabled: False
438	PARKS BATHROOM RENTALS	2,145.00	06/17/2026	101-45000-50415	
	Check Total:	2,145.00			
Vendor: 1510	Rydberg & Sons Inc.			Check Sequence: 75	ACH Enabled: False
6/12/2026	7,163.39 tons of Class 5 gravel	93,912.04	06/17/2026	101-43000-50231	
	Check Total:	93,912.04			
Vendor: 2126	Marshall Saunders			Check Sequence: 76	ACH Enabled: False
Q1 2026	Q1 2026 EDA COMMISSION	75.00	06/17/2026	101-41110-50331	
	Check Total:	75.00			
Vendor: 1525	Siteone Landscape Supply Hldg			Check Sequence: 77	ACH Enabled: False
167005037-001	PW R/M ESSBY Irrigation	456.00	06/17/2026	101-43000-50404	
167454870-001	Parks Equip R/M Irrigation	2,342.30	06/17/2026	101-45000-50404	
	Check Total:	2,798.30			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 1534	SOUTHERN GLAZERS WINE & SPIRITS OF MINNESOTA			Check Sequence: 78	ACH Enabled: False
2765356	LIQUOR	1,492.87	06/17/2026	609-48000-50251	
2765898	LIQUOR	219.17	06/17/2026	609-49750-50251	
2765899	WINE	231.68	06/17/2026	609-49750-50253	
2768088	WINE	94.12	06/17/2026	609-48000-50253	
2768088	LIQUOR	393.15	06/17/2026	609-48000-50251	
	Check Total:	2,430.99			
Vendor: 1542	Staples			Check Sequence: 79	ACH Enabled: False
7010185461	OFFICE SUPPLIES	283.77	06/17/2026	101-41940-50210	
	Check Total:	283.77			
Vendor: 1550	STREICHERS			Check Sequence: 80	ACH Enabled: False
I1830274	NEW HIRE UNIFORM	1,816.73	06/17/2026	101-42110-50237	
I1830398	UNIFORM-JS	23.99	06/17/2026	101-42110-50237	
	Check Total:	1,840.72			
Vendor: 1956	Jessica Thelander			Check Sequence: 81	ACH Enabled: False
Q1 2026	Q1 2026 EDA COMMISSION	75.00	06/17/2026	101-41110-50331	
	Check Total:	75.00			
Vendor: 1803	Transit Authority Inc.			Check Sequence: 82	ACH Enabled: False
JUL 7 2026	7/7/2026 CONCERT DOWN PAYMENT	400.00	06/17/2026	403-46500-50300	
	Check Total:	400.00			
Vendor: 1827	Urban Growler Brewing Company, LLC			Check Sequence: 83	ACH Enabled: False
E-43401	BEER	267.00	06/17/2026	609-49750-50252	
	Check Total:	267.00			
Vendor: 1598	Viking Coca-Cola Bottling Co.			Check Sequence: 84	ACH Enabled: False
3937675	N/A SALES	364.10	06/17/2026	609-48000-50250	
3937676	N/A SALES	262.30	06/17/2026	609-49750-50250	
3937738	N/A SALES	225.30	06/17/2026	609-49750-50250	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	851.70			
Vendor: 1601	VINOCOPIA, Inc.			Check Sequence: 85	ACH Enabled: False
0395967-IN	WINE	319.20	06/17/2026	609-49750-50253	
0395967-IN	LIQUOR	317.22	06/17/2026	609-49750-50251	
0396341-IN	WINE	120.00	06/17/2026	609-49750-50253	
0396342-IN	WINE	490.00	06/17/2026	609-48000-50253	
	Check Total:	1,246.42			
Vendor: 1611	WATSON COMPANY			Check Sequence: 86	ACH Enabled: False
158588	N/A SALES	1,246.11	06/17/2026	609-49750-50250	
	Check Total:	1,246.11			
Vendor: 2182	WESTERN STATES ENVELOPE COMPANY			Check Sequence: 87	ACH Enabled: False
388376	UB ENVELOPES	134.92	06/17/2026	615-49550-50210	
388376	UB ENVELOPES	134.91	06/17/2026	612-49700-50210	
388376	UB ENVELOPES	134.92	06/17/2026	602-49450-50210	
	Check Total:	404.75			
Vendor: 1620	Wilson, Lynn			Check Sequence: 88	ACH Enabled: False
Q1 2026	Q1 2026 PTOS COMMISSION	75.00	06/17/2026	101-41110-50331	
Q2 2026	Q2 2026 PTOS COMMISSION	50.00	06/17/2026	101-41110-50331	
	Check Total:	125.00			
Vendor: 1624	Winnick Supply, Inc.			Check Sequence: 89	ACH Enabled: False
098642	Parks Equip R/M Irrigation	126.93	06/17/2026	101-45000-50404	
098711	PW Operating Supplies	18.00	06/17/2026	101-43000-50210	
099389	Parks R & M Building	457.49	06/17/2026	101-45000-50401	
	Check Total:	602.42			
Vendor: 1628	WSB & Associates, Inc.			Check Sequence: 90	ACH Enabled: False
APR 2026	R-019771-000-39 MS4	736.25	06/17/2026	612-49700-50303	
APR 2026	R-033098-000-4 ESSBY PARK	4,129.51	06/17/2026	476-46500-50303	
APR 2026	R-024317-000-22 MEADOWS RDG	767.75	06/17/2026	101-00000-21165	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
APR 2026	R-035665-000-1 FARMSTEAD	1,657.55	06/17/2026	476-46500-50303	
APR 2026	R-032813-000-5 LP EXPERT FIN	1,449.50	06/17/2026	101-00000-21193	
APR 2026	R-032250-000-5 NW OLD TOWN	572.40	06/17/2026	602-49450-50303	
APR 2026	R-035290-000-2 SHERWOOD PINES 2ND	1,328.75	06/17/2026	101-00000-21177	
APR 2026	R-032250-000-5 NW OLD TOWN	2,602.14	06/17/2026	615-49550-50303	
APR 2026	R-036168-000-1 NORTH START BESS	793.25	06/17/2026	101-00000-21194	
APR 2026	R-032627-000-5 FAIRWAY FLD	1,408.00	06/17/2026	101-00000-21187	
APR 2026	R-024886-000-10 MEADOWS N	1,104.00	06/17/2026	101-00000-21164	
APR 2026	R-027752-000-3 PLAN REVIEW	1,247.50	06/17/2026	101-00000-21191	
APR 2026	R-032250-000-5 NW OLD TOWN	1,319.75	06/17/2026	612-49700-50303	
APR 2026	R-032809-000-5 2026 PVMT IMP PROJ	319.50	06/17/2026	101-43000-50303	
APR 2026	R-032786-000-4 WELLHEAD PPP 1	5,532.50	06/17/2026	615-49550-50303	
APR 2026	R-031777-000-04 2026 ENGINEERING	11,889.50	06/17/2026	101-41700-50303	
APR 2026	R-035506-000-1 WESTSIDE COM SEN LIV	2,081.25	06/17/2026	101-00000-21175	
APR 2026	R-032250-000-5 NW OLD TOWN	925.21	06/17/2026	401-43100-50304	
APR 2026	R-032810-000-5 FLETCHER AVE EXT	59,920.88	06/17/2026	476-46500-50303	
	Check Total:	99,785.19			
Vendor: 1635	Zarnoth Brush Works, Inc.			Check Sequence: 91	ACH Enabled: False
0206707-IN	Storm Sewer Sweeper R/M	850.00	06/17/2026	612-49700-50404	
	Check Total:	850.00			
	Total for Check Run:	406,818.48			
	Total of Number of Checks:	91			

Accounts Payable

Checks by Date - Summary by Check Number

User: TiffaniFolstad
Printed: 6/18/2026 3:17 PM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
6171	1424	N.B. Fire Relief Association	06/05/2026	1,068.80
6172	1033	Associated Bank	05/14/2026	51.50
6173	2096	Xpress Solutions Inc	06/05/2026	2,142.95
6174	1118	Commissioner Of Revenue (W/H)	06/05/2026	9,759.98
6175	1468	PERA (Payroll W/H)	06/05/2026	38,165.45
6176	1585	United States Treasury	06/05/2026	41,607.22
6177	1372	Minnesota State Retirement	06/05/2026	3,132.08
6178	1365	Minnesota Energy Resources	06/10/2026	1,423.26
6179	1362	MINNESOTA REVENUE	06/11/2026	36,088.00
6180	1362	MINNESOTA REVENUE	06/11/2026	1,820.00
6181	2170	Pathpoint Merchant Services LLC	06/01/2026	2,016.77
6182	2308	METROPOLITAN LIFE INSURANCE CC	06/12/2026	5,038.49
Report Total (12 checks):				142,314.50



NORTH BRANCH

—Minnesota—

Kevin Schieber
Mayor

Robert Canada
Councilmember/Acting Mayor

Jeff Goulet
Councilmember

Jim Ibinger
Councilmember

Patrick Meacham
Councilmember

**CITY COUNCIL
REGULAR AGENDA
WEDNESDAY, JUNE 10, 2026 @ 6:00 PM
CITY HALL, 6408 ELM STREET, NORTH
BRANCH, MN 55056**

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL OF THE CITY OF NORTH BRANCH IN THE COUNTY OF CHISAGO AND IN THE STATE OF MINNESOTA

REGULAR MEETING

Wednesday, June 10, 2026

1. CALL TO ORDER

Mayor Kevin Schieber called the City of North Branch City Council Meeting to order at 6 PM.

2. PLEDGE OF ALLEGIANCE

Mayor Kevin Schieber led the Pledge of Allegiance.

3. ROLL CALL

Present: Mayor Kevin Schieber, Councilmember Jeff Goulet, Councilmember Jim Ibinger, Councilmember Patrick Meacham, Councilmember Robert Canada

Absent:

Remote:

Others Present:

Notes:

4. AGENDA APPROVAL

a. Approve Agenda

ACTION

Mayor Kevin Schieber requested to move 7i under the Consent Agenda, the approval of the proposal for a utility rate study from Ehlers Public Finance Advisors be moved to 9a under Staff Reports, and add 7o, the Right of Way application approval for Northern Natural Gas to the Consent Agenda.

RESULT: Passed

MOVER: Robert Canada

SECONDER: Jeff Goulet
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada
ABSENT:
NOTES:

5. PRESENTATION & PROCLAMATION

- a. Recognition of Fire Department Officers, 2026 - Chief Patrick Heinen VERBAL UPDATE

The Recognition of Fire Department Officers for 2026 was presented by Chief Patrick Heinen.

- b. 2025 Audit Presentation and Approval of the 2025 Financial Statements by City Council ACTION

Kelsey Larson, CPA, Audit Manager at Abdo, LLP, presented the results of the 2025 audit.

Motion to Approve to accept the audit of the 2025 City of North Branch Financial Statements.

RESULT: Passed
MOVER: Jeff Goulet
SECONDER: Robert Canada
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada
ABSENT:
NOTES:

6. PUBLIC COMMENT

Provides an opportunity for the public to address the Council on items that are not on the Agenda. Please raise your hand to be recognized. Please state your name and address for the record. This section is for the express purpose of addressing concerns of City services and operations. It shall not be used to clarify individual's views for political purposes.

Steve Husmann, Jesse Anderson, Barb Wilson, and Mike Honer gave Public Comment.

7. CONSENT AGENDA

All matters listed under Consent Agenda are considered routine and/or non-controversial and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

Mayor Kevin Schieber requested to move 7i under the Consent Agenda, the approval of the proposal for a utility rate study from Ehlers Public Finance Advisors be moved to 9a under Staff Reports, and add 7o, the Right of Way application approval for Northern Natural Gas to the Consent Agenda.

RESULT: Passed
MOVER: Robert Canada
SECONDER: Jeff Goulet
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada
ABSENT:
NOTES:

- a. Claims ACTION
b. Approval of Minutes - Regular Meeting - May 27, 2026, 6:00 PM ACTION

- | | | |
|----|---|--------|
| c. | Receive Legal Staff Report | INFO |
| d. | Approve Gambling LG220 Permit - St. Gregory the Great Catholic Church | ACTION |
| e. | Approval of Application for Garbage Haulers License - Talon Sanitation LLC | ACTION |
| f. | Approval of 30-day Transient Merchant License Group Sale for Mad City Windows & Baths | ACTION |
| g. | Approval of 1–3 Day Transient Merchant License — Foggy Farm Fresh | ACTION |
| h. | Approve Gambling LG220 Exempt Permit — Vikings Quarterback Club | ACTION |
| i. | Approval of 1-3 Day Transient Merchant License - Homestead Steaks, Inc. | ACTION |
| j. | Approval of Resolution R-338-2026 approving amended and revised subdivision and development agreement for Meadows Ridge 1st Addition | ACTION |
| k. | Approval of Resolution R-340-2026 approving the lot split, wavier of compensation and deed to Chisago County for CSAH 14/Hemingway Ave Roundabout Improvement Project | ACTION |
| l. | Approval of Street Closure for Elm St and Branch Ave for Midsummer Days | ACTION |
| m. | Approval of Resolution R-341-2026 authorizing plans and specifications and ordering advertisement for bids for the Flink Avenue Trail Project | ACTION |
| n. | Approve 2026 Application for Right-of-Way License for Northern Natural Gas | ACTION |

8. PUBLIC HEARINGS

9. STAFF REPORTS

Mayor Kevin Schieber requested to move 7i under the Consent Agenda, the approval of the proposal for a utility rate study from Ehlers Public Finance Advisors be moved to 9a under Staff Reports, and add 7o, the Right of Way application approval for Northern Natural Gas to the Consent Agenda.

- a. Approval of proposal for a utility rate study from Ehlers Public Finance Advisors ACTION

City Administrator Matthew Hill presented the approval of the proposal for a utility rate study from Ehlers Public Finance Advisors. Rebecca Kurtz from Ehlers was also available for any questions.

This study is intended to provide a platform for informed rate-setting decisions and to ensure the long-term financial self-sufficiency of the City's utility funds.

Reasons for Implementing the Rate Study:

The City has not conducted a comprehensive utility rate study since 2020. Several factors necessitate this new analysis:

- **Acquisition of Water Utility:** Since the 2020 study, the City has acquired the water utility.
- **Compliance with State Statute:** State law requires public utilities serving over 1,000 residents to implement water use reduction measures. The study will assess current billing data to ensure the City meets these mandates efficiently.
- **Financial Planning & Capital Improvements:** The study will provide a 10-year financial plan, including a funding strategy for major capital projects and street reconstruction, ensuring the City can maintain appropriate cash balances and reserves.

- **Updating Growth Fees:** There is a need to update connection and trunk fees to ensure that new development contributes its fair share toward the infrastructure required to serve it, rather than burdening existing ratepayers.
- **Economic Sustainability:** The City must balance the delivery of superior service with the need to minimize rate impacts on stakeholders, requiring an updated analysis of expenditures, interest expenses, and operating revenues.

Potential Effects by Fund:

Water Fund

The study will focus on analyzing existing rates to test their adequacy in meeting revenue requirements. Key areas include:

- **Financial Alignment:** Determining revenue requirements to fund annual operating expenses, debt service, and necessary capital projects.
- **Sustainability:** Ensuring the fund maintains sufficient cash balances and reserves through a 10-year proforma cash flow analysis.

Wastewater (Sewer) Fund

The study will build upon the 2022 rate structure to ensure ongoing financial health:

- **Connection & Trunk Fees:** The analysis will update fee structures to ensure growth-related infrastructure is appropriately funded by new development.
- **Debt Management:** Projections will incorporate outstanding debt service and evaluate the balance between using cash versus debt to pay for future capital improvements.

Storm Water Fund

The study provides options to address evolving regulatory requirements and cost pressures:

- **Rate Structure Review:** The City will evaluate potential revisions to the current rate structure. Depending on policy objectives, this may include:
 - Evaluating "Curb and Gutter vs. Ditch" rates for rural vs. residential lots.
 - Analyzing a shift to a Residential Equivalency Factor (REF) system based on impervious surfaces.
 - Considering a flat fee model based on parcel size.
- **Revenue Neutrality:** Any recommended changes will be presented as "revenue neutral" options, meaning they aim to generate the same total revenue but may adjust how that burden is distributed across customer classes.

Next Steps

Upon completion of the study, Ehlers will provide a final report containing recommended inflationary rate adjustments and sample rate impacts for various customer classes. This will be presented to the City

- Temporary staffing in the Building Department
- These expenditures were anticipated and incorporated into the budget planning process.

Economic Development Authority (EDA)

- The EDA is projected to finish the year with a positive net income.
- Early defeasance of the EDA bonds eliminates future annual debt service requirements.
- This action is expected to free up approximately \$345,000 over each of the next five years, creating additional capacity for future EDA initiatives and investments.

Liquor Store Fund

- The Liquor Store Fund is projected to achieve an annual profit margin of approximately 8%.

Utility Funds

Sewer, Stormwater, Water, and Generation Funds

- The most significant change impacting these funds is the postponement of the NW Old Town Project.
- Budgeted expenditures for the project were included in the current year's budget; however, construction is now planned for 2027.
- The Generation Fund may end the year with a negative net income.
- City staff is actively evaluating the causes and identifying potential solutions.

Overall Financial Outlook

- The City's funds continue to demonstrate a stable and positive financial outlook.
- Strong cash reserves, positive operating results, and the elimination of future debt obligations position the City well for planned infrastructure investments and long-term financial stability.

- c. Consider Approval of Resolution 339-2026 approving a Term Sheet for North Branch Independent Living Senior Housing ACTION

Community Development Director Nate Sondrol presented the Approval of Resolution R-339-2026 approving a Term Sheet for North Branch Independent Living Senior Housing.

The City received an application request for Tax Increment Financing (TIF) assistance from North Branch Independent Senior Living, LLC, for the construction of a 107-unit multifamily senior independent residential development in North Branch. The proposed project is planned for the area located on the west side of Falcon Avenue, south of the extension of 386th St. The property in consideration is currently utilized as vacant land that is zoned Business and guided as High Density Residential, and an Independent Senior Community is a permitted use.

The developer, along with Ehlers, the city’s financial advisor, and city staff, provided an overview and background relating to the project, TIF districts, and preliminary findings to the City Council at their meeting on April 28, 2026. The City Council discussed this and came to a consensus for the developer to bring options back to the council for consideration. The developer presented 2 options to the City Council for consideration at the May 27, 2026 meeting and the City Council provided a consensus (3-2) of support for an option that included support for a 20 year TIF along with funding assistance from the city in the amount of \$258,052 from development fee credits and SAHA funding to construct the full “L” from Hwy 95 to 386th Street with the understanding of no changes to the terms.

The developer has requested approval of a term sheet (non-binding) outlining the items discussed at the meeting on May 27, 2026.

RESULT: Passed
MOVER: Patrick Meacham
SECONDER: Robert Canada
AYES: Kevin Schieber, Patrick Meacham, Robert Canada
NAYS: Jim Ibinger, Jeff Goulet
NOTES:

d. Consider Status of 400th Street Right-of-Way from Jeffrey Ave to Keystone Ave ACTION

Community Development Director Nate Sondrol presented the consideration of the status of the 400th Street right-of-way from Jeffrey Avenue to Keystone Avenue.

The city has recently received inquiries about the utilization of 400th Street from Keystone Avenue to Jeffrey Avenue. This section of 400th Street from Jeffrey Avenue to Keystone Avenue is designated as a minimum maintenance road and has not been maintained by the City for the past several years. At some point in the past, barriers were installed at the east end of the roadway at Keystone Ave, preventing through access. Since that time, the roadway segment has functionally operated as a closed roadway.

Recently, the City received legal guidance indicating that although the roadway has been physically closed for many years, the City Council never formally vacated the public right-of-way nor approved an action altering the legal status of the roadway. As a result, the roadway remains a public right-of-way under City ownership and jurisdiction.

Because no formal vacation proceedings were completed, legal counsel has advised that the existing barriers may not have proper legal authority. Maintaining barriers within a public right-of-way without formal authorization could expose the City to legal challenges seeking restoration of access.

The city has received differing viewpoints from adjacent property owners regarding the future of the roadway, with some owners favoring maintaining the closure, while others requesting reopening.

The city has 2 options for the roadway to consider:

Option 1: Initiate Vacation Proceedings

Advantages: Eliminates existing and future maintenance responsibilities.

Disadvantages: Reacquisition of a similar corridor in the future would likely be difficult and costly.

Option 2: Retain the Right-of-Way and Address the Existing Barriers

Advantages: Maintains future transportation and infrastructure opportunities.

Disadvantages: May/will require additional maintenance.

Council consensus to move forward with Option 2

10. MAYOR/CITY COUNCIL

a. Commission liaison reports

VERBAL
UPDATE

Councilmember Bob Canada gave a Personnel Advisory Committee update. There has been onboarding of the new seasonal workers. Building Inspector Rich Meyer had started his PRO, working 30 hours a week. In the Police Department, Sergeant selection has been designated to Sergeant Lawson and Zajac. A climate survey has been sent to all North Branch City staff, hoping to get a lot of valuable information regarding the organization.

Councilmember Jeff Goulet gave a Finance update. Both the finance and the liquor store passed the audit.

Councilmember Patrick Meacham gave a Planning Commission update. After some discussion regarding the Planning Commission meeting, the City Council agreed that it would be best to have a joint meeting to discuss the proposed zoning changes and design standards. The work session will be held on June 17th at 6 PM at the City Hall.

11. ADJOURNMENT

The North Branch City Council Meeting was adjourned at 8:28 PM.

RESULT: Passed
MOVER: Kevin Schieber
SECONDER: Robert Canada
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada
ABSENT:
NOTES:



NORTH BRANCH
City of North Branch
Staff Report

Prepared By: Heidi Hamilton, Senior Project Manager

Presenter: Heidi Hamilton, Senior Project Manager

Date: June 24, 2026

Board & Commission: City Council

Subject: Update on Northwest Old Town Street and Utilities Improvement Project

Introduction:

The city's 2026 Capital Improvement Plan (CIP) includes the Northwest Old Town Street and Utility Improvements. The project involves the reconstruction of streets in the Old Town area (Cedar St, Elm St, 10th Ave, 11th Ave, 12th Ave) along with drainage improvements, storm water detention, water main improvements and sanitary sewer remediation.

At the February 25, 2026 Council meeting, WSB was authorized to proceed with additional engineering analysis and community engagement to further develop the proposed design and address resident questions and concerns. This is an update on the status of that work.

Additional Information:

Two neighborhood meetings were held, in March and May, and we received valuable input about resident priorities. Approximately 25 residents attended each meeting,

Key issues discussed include:

- Concerns about the proposed assessment costs
- Concerns about speeding on Cedar and Elm
- Concerns about narrowing roads
- Desire for on-street parking, and/or ability to continue the practice of parking in yards (surmountable curb, or no curb, desired)
- Lack of compliance with stop sign on Elm at 10th
- Visibility concerns in southeast corner of Elm and 8th (in the park) due to utility box and fence
- Opposition to sidewalk on 9th

- Concern about being responsible for snow removal if sidewalks area installed.
- Concern about not worsening basement water issues

Based on the comments received, staff are planning to convene an additional neighborhood meeting, on July 14, to present a revised project plan, with more detailed drawings and options for Elm Street. Discussion regarding Elm Street centered around the desire for on-street parking. There are important tradeoffs to be considered in looking at options for including parking on Elm Street. We will provide more detailed drawings to help illustrate the impact of different roadway layouts and seek resident feedback on the options.

Updated schedule:

Our plan is to return to the City Council in early August with a recommendation for final design. This would keep the project on schedule for bidding this winter (January) and beginning construction in spring 2027.

Recommended Action:

None

Voting Requirements:

N/A