



NORTH BRANCH —Minnesota—

Kevin Schieber
Mayor

Robert Canada
Councilmember/Acting Mayor

Jeff Goulet
Councilmember

Jim Ibinger
Councilmember

Patrick Meacham
Councilmember

**CITY COUNCIL
REGULAR AGENDA
TUESDAY, SEPTEMBER 9, 2025 @ 7:00 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

Tuesday, September 9, 2025

1. CALL TO ORDER

The North Branch City Council met in REGULAR, and Mayor Kevin Schieber called the meeting to order at 7 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 Robert Canada

Absent:

Remote: Patrick Meacham is attending remotely via interactive technology due to a planned trip away from North Branch

Others Present:

Notes:

4. AGENDA APPROVAL

a. Approve Agenda

ACTION

RESULT: Passed

MOVER: Kevin Schieber

SECONDER: Robert Canada

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

ABSENT:

NOTES: Due to Council Member Patrick Meacham joining the meeting remotely, roll call vot was implemented.

5. PRESENTATION & PROCLAMATION

a. ECE Presentation

INFO

Broadband Manager, Dennis Rice, and COO, Andy Olson from ECE (East Central Energy) gave a presentation regarding the fiber progress in the City of North Branch. Dennis discussed the six North Branch fiber distribution areas and noted that the mainline construction is approximately 95% complete. Fiber drop construction and home installations are also currently underway. If the Community has any questions, information can be found at ecfiber.com. Dennis pointed out that one of the big things that ECE is working on is to reassure the City and its residents that they understand the safety implications of cleaning up after themselves, and they have started using new products to help with this. ECE has started using a new RF locatable tracer disk instead of a tall locate wire test post, which should help with aesthetics. Dennis explained that ECE has also been improving their restoration services with the online tool that they now have, with over 400 restoration jobs completed since January of 2024. Andy discussed how ECE took over the electric from North Branch Water and Light about 2 1/2 years ago and how ECE has addressed some of the reliability issues that have taken place in those 2 1/2 years. A few of the issues that were causing the reliability issues were the physical connection of the two systems, the visit rotation, and the condition of the equipment that was in place. Andy shared photos of equipment that had been replaced and how badly the equipment needed to be replaced and fixed. Andy concluded the presentation, saying that there will be a rate adjustment next year and ECE will communicate this with their customers.

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.

Rick Parent and Lynn Wilson both addressed the North Branch City Council.

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.

RESULT: Passed

MOVER: Robert Canada

SECONDER: Jeff Goulet

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

ABSENT:

NOTES: Due to Council Member Patrick Meacham joining the meeting remotely, roll call vot was implemented.

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| a. Claims | ACTION |
| b. Minutes - City Council Meeting - August 26, 2025, 7:00 PM | ACTION |
| c. Approval of Resolution #R-221-2025 authorizing Pay Request #1 for Pavement Improvement Project | ACTION |
| d. Approval of Resolution R-219-2025 authorizing CSAH 30 (Forest Blvd) project pay request 4 | ACTION |

- e. Approval of payment to Rydberg & Sons, Inc for crushing and stockpiling of concrete and blacktop at NB storage area ACTION
- f. Approval of Transient Merchant License — Mad City Windows and Bathroom ACTION
- g. Approval of Resolution R-220-2025 rejecting the Bids for the Flink Ave Phase II Trail Project ACTION
- h. Approval of submitting an application to the ECRAC Arts and Culture Heritage Fund Legacy Grant for the Summer Concerts Series ACTION
- i. Approval of the Separation and Release Agreement between the City of North Branch and Shawn Williams. ACTION
- j. Receive Legal Staff Report ACTION

8. PUBLIC HEARINGS

9. STAFF REPORTS

- a. Finance Update INFO

Finance Director Sharon Wright presented the City Council with a finance update.

- b. Budget Discussion INFO

Finance Director Sharon Wright started a discussion regarding the budget and how we'll be heading into the preliminary final at the next council meeting. City Administrator Matthew Hill added that this is a preliminary budget, and we have a couple of months left to whittle the budget down to a position where the council is comfortable, while still meeting the needs of the City's operations.

- c. HR Update INFO

Human Resources Travis Miles presented the Human Resources update to the City Council.

10. MAYOR/CITY COUNCIL

- a. Review of Advisory Committee meetings VERBAL UPDATE

Council member Robert Canada gave an update about the North Branch Fire Department. Robert discussed the touch-a-truck event on Thursday, September 11, from 3 pm-6 pm at both North Branch Liquor Stores. There will be free root beer floats at each location along with a donations collection; all money goes back to the North Branch Fire Department. Fire Prevention Week is the week of October 7th, and October 8th is the Walk & Roll to School Day starting at St. Gregory's Catholic Church at 7:15 am.

Mayor Kevin Schieber gave an update about the City of North Branch Police Department. The police department is in the process of hiring two new police officers for open positions. The police department has been going through public safety critical incident training and working closely with the school district. The Mayor also touched on the fact that more than half the properties in North Branch do not have fire hydrants. This is something to consider when the City talks about equipment and future budget decisions.

Council member Jim Ibinger gave a brief Finance Committee update highlighting what Finance Director Sharon Wright presented during her updates.

City Administrator Matthew Hill gave the Public Works Committee updates highlighting some ongoing projects and daily tasks. Fall leaf pickup has been scheduled starting October 6th. This has been posted

on Facebook and the City website.

11. ADJOURNMENT

Mayor Schieber made a motion to go back into open session at 8:30 PM.

RESULT: **Passed**

MOVER: **Kevin Schieber**

SECONDER: **Robert Canada**

AYES: **Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada**

ABSENT:

NOTES: Due to Council Member Patrick Meacham joining the meeting remotely, roll call vote was implemented.