



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, APRIL 8, 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, April 8, 2026

1. CALL TO ORDER

Mayor Kevin Schieber called the City Council First Monthly Meeting to order at 6:00 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: Councilmember Patrick Meacham

Remote:

Others Present:

Notes:

4. AGENDA APPROVAL

a. Approve Agenda

ACTION

RESULT: Passed

MOVER: Jim Ibinger

SECONDER: Robert Canada

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

5. PRESENTATION & PROCLAMATION

a. Police Officer Awards & Recognition INFO

Chief Dan Meyer presented the Police Officer Awards and Recognition. Four City of North Branch officers were recognized during the City Council Meeting.

Officer Kendra Rock (SRO) received the Letter of Commendation in recognition of her outstanding work and investigation initiated on December 10th. This investigation started with a welfare check of a young child. Officer Rock worked with school staff and Chisago County Child Protection, which led to a search warrant of a residence and the removal of several weapons, ammunition, and a ballistic vest from a prohibited individual. Officer Rock’s diligence and professionalism reflect the highest standards of law enforcement, and her outstanding work made North Branch a safer community.

Officer Bryce Lind, Officer Kyle Miller, and Sgt. Rick Sapp received the Department Life Saving Medal. On 1/8/2026, officers were dispatched to a residence involving a 39-year-old in seizure and possibly choking. As officers arrived, an update was relayed that CPR was in progress. Officer Lind, Officer Miller, and Sgt. Sapp entered the home and took over life-saving efforts, including continuing CPR, applying an oral airway, and utilizing an AED. The patient regained a pulse and was handed over to the care of Lakes Region EMS staff, who had arrived on scene. The victim was transported by ambulance to the hospital and survived the medical emergency. The rapid response and the life-saving efforts from our officers saved this patient’s life. We are proud of these officers and all of our officers for the job they do day in and day out.

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.

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

- a. Claims ACTION
- b. Approval of Minutes - Regular Council Meeting - March 25, 2026 - 6:00 PM ACTION
- c. Approval of Resolution R-299-2026 Approving the Reduction of Letter of Credit for Fox Run 2nd Addition ACTION
- d. Approval of Resolution R-304-2026 approving the Fairway Field Final Plat ACTION

- e. Approve Gambling LG220 Exempt Permit — NWTF Long Spurs of Sunrise River ACTION
- f. Approve Gambling LG220 Exempt Permit - NWTF Long Spurs of Sunrise River ACTION
- g. Approval of Mobile Food Truck License - Under the Hood Grill and Catering ACTION
- h. Approval of Application for Garbage Haulers License — Anderson Junk Removal, ACTION
LLC
- i. Approval of Resolution R-313-2026 to apply for a DNR Local Trail Connections ACTION
grant for Flink Ave Phase II Trail
- j. Receive Legal Report From City Attorney's Office VERBAL
UPDATE
- k. Approval of contract for services provided by the Chisago County Senior ACTION
Community Center in North Branch

8. PUBLIC HEARINGS

- a. Public Hearing Regarding a Police Department Automated License Plate Reader (ALPR) Policy and a Contract with Flock Safety for the Installation of Seven License Plate Reader Cameras Within the City. INFO

Police Chief Dan Meyer presented the Public Hearing regarding a Police Department Automated License Plate Reader (ALPR) Policy and a Contract with Flock Safety for the Installation of Seven License Plate Reader Cameras within the City.

At the March 11, 2026, City Council meeting, the Council discussed a potential partnership with Flock Safety for the installation of Automated License Plate Reader (ALPR) cameras at strategic entry points throughout the City. Notice of the public hearing was properly posted in the City's official newspaper, at City Hall, and on the City's website and social media platforms.

What Flock ALPR Cameras do:

- Capture still images of vehicle license plates
- Compare plate data against national, state, and local law enforcement databases
- Notify on-duty officers of "hits," including:
 - Stolen vehicles
 - Missing persons
 - AMBER Alerts
 - Vehicles associated with criminal activity
- Allow officers to search for historical data only in support of active criminal investigations, with all searches requiring a legitimate, documented purpose.

What Flock APLR Cameras do not do:

- Do not capture video
- Do not record vehicle speeds
- Do not capture images of people or faces
- Do not use facial recognition technology
- Do not assist with parking or traffic enforcement

State Statutes and Policy Requirements (MN Statute 13.824)

- ALPR systems may not be used to monitor or track individuals in an active investigation without a warrant, unless exigent circumstances exist.
- Data not tied to an active investigation must be destroyed within 60 days (Flock defaults to 30 days).
- All collected data is owned and controlled by the City of North Branch Police Department.
- Data sharing with other agencies is at the City's discretion; Flock Safety cannot sell or share data without authorization.
- Agencies must maintain public transparency, including:
 - Camera locations (current and past)
 - Dates of active use
 - Total plate reads
 - Number of "hits"
 - Databases used for comparison
- Officers must verify alerts through the CJIS system before taking enforcement action.
- Agencies must undergo independent audits to ensure:
 - Proper data classification
 - Appropriate usage
 - Compliance with retention/destruction requirements
 - Adherence to state law
- ALPR use is strictly prohibited for:
 - Harassment or intimidation
 - Enforcement based solely on protected classes
 - Immigration enforcement
 - Personal use

Flock Safety is a Minnesota BCA "screened-in" vendor, meaning it has been vetted and complies with FBI CJIS Security Policy standards.

Cost and Funding

The City received a proposal for a three-year contract with Flock Safety that includes:

- Seven ALPR cameras installed at key entry points.
- Cost per camera: \$3,000 annually
- Total annual cost: \$21,000
- Total Cost of three-year contract: \$63,000
- Installation fees: Waived by Flock Safety if approved

Optional Add-On: Traffic Analytics Module

- Annual cost: \$2,500
- Provides anonymized traffic data (no license plate information retained)
- Tracks vehicle counts, patterns, and trends over time
- Useful for public works, engineering, and safety planning
- Retains aggregated data for up to five years

Funding Source

The City received a one-time Public Safety Aid appropriation in 2023. Remaining funds from this allocation are eligible and available to support this project.

Mayor Kevin Schieber opened up the Public Hearing at 6:14 PM.

Shane Moore, Tessa Tschida, Brian Odonnell, Arthur Rupp, and Tom Buck spoke at the Public Hearing.

A couple of residents raised concerns about potential vulnerabilities and past data breaches, while Kristen McLeod from Flock Safety responded by outlining the company's security measures and protections. Council members and the public focus heavily on data privacy, questioning how long data is stored, who can access it, and the risk of misuse—especially by federal agencies. City officials clarified that the city would own the data and control access, with Flock's role limited to customer support.

Concerns also extend to broader issues like law enforcement data sharing and the potential for widespread tracking. While some highlight benefits—such as aiding in child abduction cases and cross-agency collaboration—others worry about a “slippery slope” of surveillance and insufficient legal safeguards.

Cost and logistics are briefly discussed, including whether subscribing to existing data networks might be more efficient than installing new cameras.

Ultimately, due to unresolved concerns about privacy, transparency, and policy details, the council voted to table the decision until the next meeting to gather more information.

Mayor Kevin Schieber closed the Public Hearing at 7:18 PM.

9. STAFF REPORTS

- a. Consider Approval of Resolution R-311-2026 Approving the Police Department's Automated License Plate Reader (ALPR) Policy ACTION

Police Chief Dan Meyer presented the approval of Resolution R-311-2026 Approving the Police Department's Automated License Plate Reader (ALPR) Policy.

Motion to table the approval of Resolution R-311-2026 Approving the Police Department's Automated License Plate Reader Approving a Three-Year Contract with Flock Safety for Seven License Plate Reader Cameras within the City Limits until the City of North Branch City Council Meeting on April 22nd at 6 PM.

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

- b. Consider Approval of Resolution R-312-2026 Approving a Three-Year Contract with Flock Safety for Seven License Plate Reader Cameras within the City Limits ACTION

Police Chief Dan Meyer presented the approval of Resolution R-312-2026 Approving a Three-Year Contract with Flock Safety for Seven License Plate Reader Cameras within the City Limits.

Motion to table the approval of Resolution R-312-2026 Approving a Three-Year Contract with Flock Safety for Seven License Plate Reader Cameras within the City Limits until the City of North Branch City Council Meeting on April 22nd at 6 PM.

RESULT: Passed
MOVER: Kevin Schieber
SECONDER: Robert Canada
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Robert Canada

ABSENT: Patrick Meacham

NOTES:

c. Finance Update

INFO

Finance Director Sharon Wright gave the City of North Branch Finance Update.

The City remains in a strong financial position with stable operations, solid liquidity, and consistent investment performance.

- Operating Cash: Approximately \$6.6 million is held in checking and money market accounts.
- Target Balance: \$6.0 million, which provides sufficient liquidity while minimizing the risk of penalties associated with large invoices or pay applications.
- Variance: The February cash balance remains within the target; however, we have some large items anticipated in mid-April.

In addition to cash, the City holds \$17.3 million in diversified investments, including U.S. Agencies, Treasuries, Certificates of Deposit, and Bonds.

- The portfolio earned an average rate of 3.93% in January, generating approximately \$50,000 in monthly interest income.
- Returns remain consistent with current market conditions, with 2-year government securities yielding around 3.8%.

Overall, the investment strategy continues to emphasize safety, liquidity, and stable returns.

The Liquor Store Fund reflects a stable start to the new year. While revenue continued in a downward trend compared to the prior year, the net income percentage is still 18.03%.

- Revenue: holding steady at 98.47% of the 3-year average.
- Expenses: Decreased \$112,415 compared to the prior year.
- Net Income Before Transfers: \$94,253 profit.

The improved performance is largely attributable to improved purchasing practices.

General Financial Update

- Technology Department: Approximately 44% of the annual budget spent, which is typical due to annual software licenses that renew each year on January 1, as well as one-time purchases of computer equipment at the beginning of the year.
- Department Expenditures: Department expenditures are better aligned with the prior year and the current budget in February.
- EDA Fund: Continues to show a negative net position, which is expected as its primary revenue source—property taxes—is not received until July.
- Generation Fund: When the current expenses are extrapolated for the year, it results in a negative net income. This will be offset by interest earnings, and the true expenses that occur will be monitored to keep this amount in line with the actual revenue received.

All other funds remain stable.

Overall Financial Position

- Liquidity remains strong with stable revenues and disciplined expense management.
- Investment earnings continue to provide steady supplemental funding.
- Liquor Store operations continue to show strong financial performance.

- d. Consider Approval of Ordinance No.409-26 amending North Branch City Code, ACTION
Chapter 18: Businesses, Article XII: Cannabis Regulation

Council member Robert Canada presented the Approval of Ordinance No. 409-26, amending the North Branch City Code, Chapter 18: Businesses, Article XII: Cannabis Regulation.

On October 28, 2025, (tabled from the October 14 meeting) the City Council discussed and approved a license application for a cannabis retail establishment at the regular Council meeting. During the deliberation of this license, several questions were raised regarding the clarity and/or application of certain provisions within City Ordinance No. 381-24, which governs the zoning and operational location of cannabis businesses.

As a condition of the discussion and subsequent approval, the City Council directed staff to place the review of City Ordinance No. 381-24 on a future Council agenda for a dedicated discussion, including clarity on Buffer Zones: Potential ambiguity in the measurement or application of distance requirements from sensitive uses (e.g., schools, parks, and daycare facilities).

At the January 27, 2026, City Council meeting, the consensus of the Council was to have Council Member Canada bring some recommended changes for review at a future meeting.

Member Canada brought some ideas back to the City Council on March 25, 2026. Consensus was for Canada to bring back to Council with some areas of change, which may include adjustments to hours and buffer zones. After discussion with Member Canada, he decided to present an ordinance amendment with the addition of a buffer zone of 500 feet from city parks, and not to request any changes to hours of operation.

Motion to approve Ordinance No. 409-26 amending the North Branch City Code, Chapter 18: Businesses, Article XII: Cannabis Regulation.

RESULT: Failed
MOVER: Robert Canada
SECONDER: None
AYES: Robert Canada
ABSENT: Patrick Meacham
NAYS: Kevin Schieber, Jim Ibinger, Jeff Goulet

10. MAYOR/CITY COUNCIL

Mayor Kevin Schieber mentioned that the Comp Plan Review is on Wednesday, April 15th at 6 PM. On Thursday, April 16th at 6 PM, is the Local Board of Appeal and Equalization. Both will be located at the North Branch City Hall.

11. ADJOURNMENT

The City of North Branch City Council meeting was adjourned at 8:04 PM.

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