



NORTH BRANCH —Minnesota—

Kevin Schieber
Mayor

Robert Canada
Councilmember/Acting Mayor

Travis Miles
Councilmember

Kelly Neider
Councilmember

Peter Schaps
Councilmember

**CITY COUNCIL
REGULAR AGENDA
TUESDAY, OCTOBER 8, 2024 @ 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, October 8, 2024

1. CALL TO ORDER

The North Branch City Council met in REGULAR and Mayor Kevin Schieber called the meeting to order at 7:00 PM.

2. PLEDGE OF ALLEGIANCE

Mayor Schieber led the pledge of allegiance.

3. ROLL CALL

Present: Mayor Kevin Schieber, Councilmember Robert Canada, Councilmember Travis Miles, Councilmember Peter Schaps, Councilmember Kelly Neider

Absent:

Remote:

Others Present: Also present Interim City Administrator Woulfe, City Clerk/IT Director Varma, City Engineer, GIS Specialist/

Notes:

4. AGENDA APPROVAL

a. Approve Agenda

RESULT: Passed

ACTION

MOVER: Travis Miles
SECONDER: Robert Canada
AYES: Kevin Schieber, Robert Canada, Travis Miles, Peter Schaps, Kelly Neider
ABSENT:
NOTES:

5. PRESENTATION & PROCLAMATION

- | | | |
|----|--|--------|
| a. | Police Officer Awards & Recognition | INFO |
| b. | Proclamation on Creating Viking Way in Support of North Branch Schools | ACTION |

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.

There were no public comments during this meeting.

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. | Approve Minutes | ACTION |
| c. | Ordinance 385-24 Amending the 2024 Municipal Fee Schedule | ACTION |
| d. | Resolution 94-2024 Approving Conditional Use Permit for Two Principal Buildings at Flashing by Design | ACTION |
| e. | Acceptance of Statutory Tort Liability Limits | ACTION |
| f. | Ordinance 386-24 Amending the Size of Accessory Structures | ACTION |
| g. | Development Agreement for Laborers Training Center Addition | ACTION |
| h. | Ordinance 387-24 Amending Chapter 66 of the City Code Regarding Cannabis Business Definitions, Districts, and Parking Standards | ACTION |
| i. | Resolution 95-2024 Extending Final Plat Approval for Wildridge 13th Addition | ACTION |
| j. | Ordinance 388-24 Amending Section 66-6 to add the Keeping of Domestic Fowl and Honeybees as an Accessory Use | ACTION |
| k. | Resolution R-96-2024 Approving the Release of the Letter of Credit for the Boka Haven Development | ACTION |
| l. | Resolution R-97-2024 Reducing the Letter of Credit for Schoolside Village 4th Development | ACTION |
| m. | Veterans Memorial Grant Fiscal Agent Agreement | ACTION |
| n. | Resolution R-99-2024 Approving 2024 Overlay Pay Request #1 | ACTION |
| o. | Approve 2024 Transient Merchant License - Chick-Fil-A Tri State Food Truck | ACTION |
| p. | Resolution R-100-2024 Requesting an Advance From The Municipal State Aid Street Fund For Calendar Year 2024 For The City Of North Branch | ACTION |

- q. Approve a Resolution for Appointing Election Judges for the 2024 General Election ACTION

8. PUBLIC HEARINGS

There were no public hearings during this meeting.

9. STAFF REPORTS

- a. Matthew A. Hill Employment Agreement ACTION
- RESULT:** Passed
- MOVER:** Kevin Schieber
- SECONDER:** Robert Canada
- AYES:** Kevin Schieber, Robert Canada, Travis Miles, Peter Schaps, Kelly Neider
- ABSENT:**
- NOTES:**
- b. Approve Nathan Sondrol Community Development Director Offer Letter ACTION
- RESULT:** Passed
- MOVER:** Kevin Schieber
- SECONDER:** Peter Schaps
- AYES:** Kevin Schieber, Robert Canada, Travis Miles, Peter Schaps, Kelly Neider
- ABSENT:**
- NOTES:**
- c. City of North Branch Organizational Chart and Job Descriptions ACTION
- RESULT:** Passed
- MOVER:** Robert Canada
- SECONDER:** Travis Miles
- AYES:** Kevin Schieber, Robert Canada, Travis Miles, Peter Schaps, Kelly Neider
- ABSENT:**
- NOTES:**
- d. Extension of Interim City Administrator Agreement ACTION
- RESULT:** Passed
- MOVER:** Peter Schaps
- SECONDER:** Travis Miles
- AYES:** Kevin Schieber, Robert Canada, Travis Miles, Peter Schaps, Kelly Neider
- ABSENT:**
- NOTES:**
- e. Preliminary Plat for Preserve at Spring Hill 2nd and 3rd Addition ACTION
- RESULT:** Passed
- MOVER:** Peter Schaps
- SECONDER:** Robert Canada
- AYES:** Kevin Schieber, Robert Canada, Travis Miles, Peter Schaps, Kelly Neider
- ABSENT:**
- NOTES:**

- f. Ordinance 389-24 Modifying Chapter 6 Regarding the Keeping of Domestic Fowl ACTION
and Honeybees on Residential Properties

RESULT: Passed

MOVER: Kevin Schieber

SECONDER: Robert Canada

AYES: Kevin Schieber, Robert Canada, Travis Miles, Peter Schaps, Kelly Neider

ABSENT:

NOTES:

- | | | |
|----|---|------|
| g. | Update and discussion Regarding Liquor Store Operations | INFO |
| h. | Planning Commission Update | INFO |
| i. | PTOS Commission Update | INFO |
| j. | Monthly Attorney Legal Report | INFO |

10. MAYOR/CITY COUNCIL

11. ADJOURNMENT

RESULT: Passed

MOVER: Kevin Schieber

SECONDER: Travis Miles

AYES: Kevin Schieber, Robert Canada, Travis Miles, Peter Schaps, Kelly Neider

ABSENT:

NOTES: