



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, FEBRUARY 13, 2024
CITY HALL, 6408 ELM STREET, NORTH
BRANCH, MN 55056**

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. WORKSESSION ITEMS

- | | |
|---|------|
| a. Local Primary Elections | INFO |
| b. MN Public Safety Aid | INFO |
| c. Discuss Joint Council-Commission Meeting | INFO |

5. 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:
Ragini Varma, City Clerk / IT Director
Presenter: Kevin Schieber, Mayor
Date: 01/31/2024

Board & Commission: City Council

Subject: Local Primary Elections

The Mayor and Council will discuss if they would like to move forward with re-establishing the local City Primary, which was eliminated via an ordinance. The ordinance number 209-14 which was passed by the City Council during their Regular City Council meeting on June 23rd, 2014 eliminated holding the Municipal Primary. The City of North Branch operates under the optional plan A form of government for statutory cities prescribed by Minn. Stats. §§ 412.572—412.581 and hold its elections in the even-years.

A few things to keep in mind when discussing the need to re-establish the Municipal Primary:

Any city may establish a city primary if the council adopts an ordinance by April 15th in the year when a municipal general election is held. The City Clerk must notify the Secretary of State and the County Auditor within 30 days after the adoption of the ordinance. You can read more about this beginning on page 24 of Chapter 5 of our Handbook for Minnesota Cities: <https://www.lmc.org/resources/handbook-for-minnesota-cities-ch-5-election-procedures/>.

Minnesota Statutes 205.065 dictates the role of rules related to establishing the Primary - <https://www.revisor.mn.gov/statutes/cite/205.065>

Details on "What the Primary Election" means for a local City can be found at the Secretary of State's Office website <https://www.sos.state.mn.us/elections-voting/how-elections-work/primary-election/>

Nonpartisan offices will not list a political party next to a candidate's name on the ballot. For example, county, city, township and school board offices are nonpartisan. Nonpartisan offices will be listed on the back side of the primary ballot. You can vote for any candidate. The candidates who get the most votes will be on the November general election ballot.

The filing dates for city offices such as Mayor and Council members depend on whether the city holds primaries or not. Candidates in cities where a primary is possible may file from May 21, 2024, until June 4, 2024, at 5 pm with the City Clerk.

The ordinance which eliminated the Municipal Primary in 2014 has been attached for your review. If the Council has a consensus to re-establish the Municipal Primary, then during the next regular meeting on February 27, 2024, the ordinance will be brought, putting back the statutory language to amend and also reviewed by the City Attorney. After Council has passed the ordinance, it will take effect upon legal publication and the City Clerk will need to send proper notification to both the state's election office and the County.

Voting Requirements:

None

CITY OF NORTH BRANCH

STATE OF MINNESOTA

COUNTY OF CHISAGO

ORDINANCE NO. 209-14

AN ORDINANCE AMENDING CITY CODE CHAPTER 2, ADMINISTRATION, ARTICLE IV, ELECTIONS, ELIMINATING THE MUNICIPAL PRIMARY.

THE CITY COUNCIL OF THE CITY OF NORTH BRANCH, MINNESOTA ORDAINS:

SECTION 1 AMENDMENT

That Chapter 2, Article IV. Elections is hereby amended to read:

Sec. 2-104. Minnesota Municipal Election Laws adopted.

City elections shall be governed by the Minnesota Municipal Election Laws, as now exist or are hereafter amended or modified, except as otherwise provided by this chapter, or by ordinance hereafter enacted.

Sec. 2-105. Election dates.

~~(a) — Primary election. A city primary for the purpose of nominating elective officers may be held on the second Tuesday in August of any year in which a municipal general election is to be held for the purpose of electing officers.~~

~~(b) — General election. The city general municipal election shall be held on the first Tuesday after the first Monday in November in every even-numbered year, pursuant to Minnesota Statutes.~~

Sec. 2-106. Officers elected.

The mayor and two councilmembers shall be elected in November of each even-numbered year. In the event one or more persons have been appointed to fill a vacancy in the governing body since the last election, the vacancy or vacancies shall also be filled at the next general municipal election. The term for mayor shall be two years. The term of councilmembers shall be four years.

~~Sec. 2-107. Primary elections.~~

~~(a) — Candidates, filing. The city clerk shall place upon the primary ballot, without partisan designation the names of individuals whose candidacies have been filed and for whom the proper filing fee has been paid. When not more than~~

ORDINANCE NO. 209-14

Page 2

~~twice the number of individuals to be elected to a municipal office file for nomination for the office, their names shall not be placed upon the primary ballot and shall be placed on the municipal general election ballot as the nominees for that office.~~

~~(b) — Results. Within two days after the primary, the city council shall canvass the returns, and the two candidates for each office who receive the highest number of votes, or a number of candidates equal to twice the number of individuals to be elected to the office, who receive the highest number of votes, shall be the nominees for the office named.~~

~~(c) — Recount. A losing candidate may request a recount of the primary votes for the nomination subject to the requirements of Minn. Stats. § 204C.36.~~

~~(d) — Vacancy in nomination. When a vacancy occurs in a nomination made at a primary, the vacancy shall be filled in the manner provided in Minn. Stats. § 204B.13.~~

SECTION 2 EFFECTIVE DATE

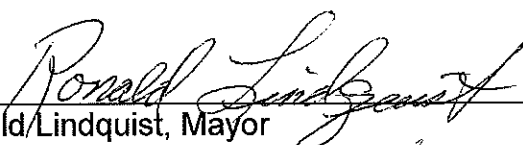
This Ordinance shall take full effect and be in full force from and after its passage and publication according to law.

Passed and adopted this 23rd day of June 2014.



CITY OF NORTH BRANCH

BY:


Ronald Lindquist, Mayor

ATTEST:

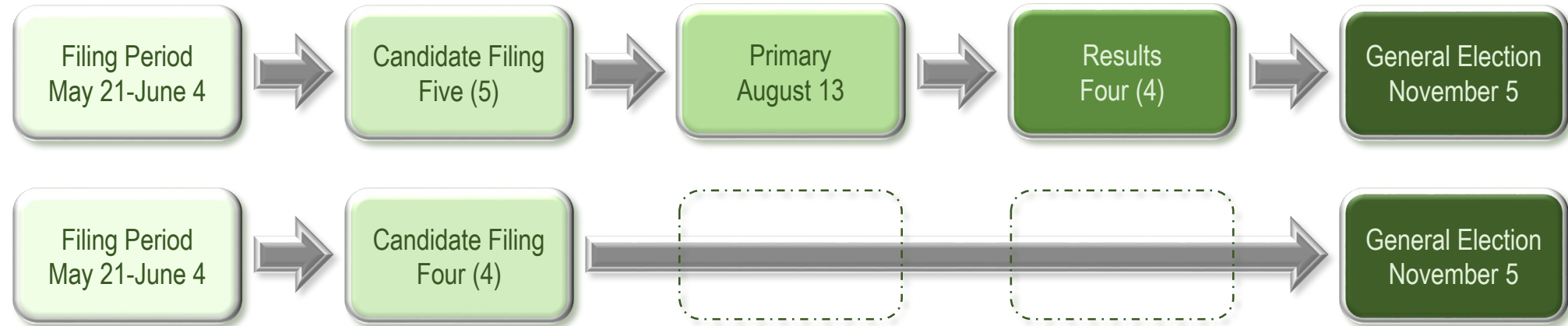

Bridgitte Konrad, City Administrator

North Branch Local Primary

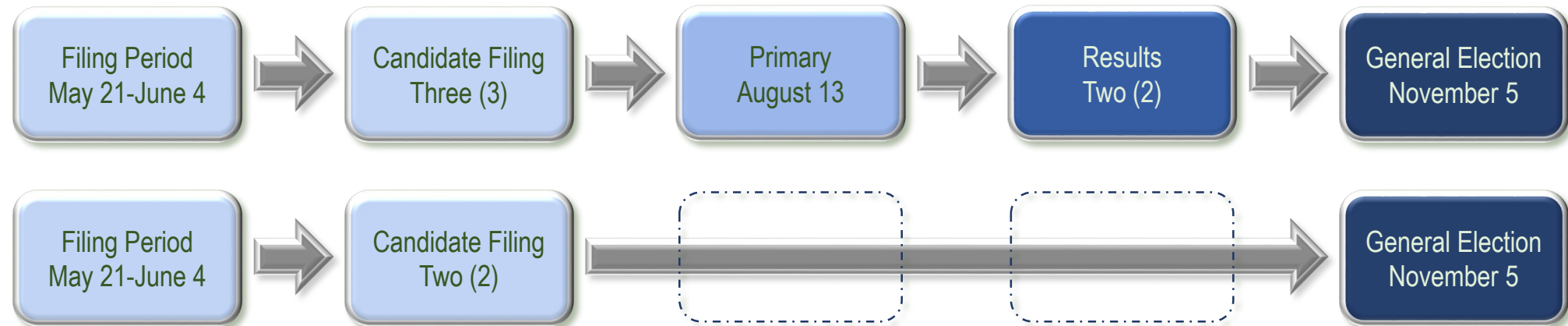
- Minnesota Statute §205.065
 - If proceed...
 - Must adopt ordinance by April 15
 - Notify Secretary of State within 30 days from adoption
 - 2024 Elections
 - Filing period (primary) → May 21, 2024 – June 4, 2024
 - Filing period (no primary) → July 30, 2024 – August 13, 2024
 - Primary voting → August 13, 2024
 - General Election → November 5, 2024
 - Primary
 - Primary election only if more than 2x number of persons file for seats available
 - If total filers more than 2x seats → all candidates compete in Primary
 - If total filers 2x or less than seats → all candidates go straight to General Election

North Branch Local Primary

City Council (2 Seats)



Mayor (1 Seat)





Prepared By:
Sharon Wright, Finance Director
Presenter: Sharon Wright, Finance Director
Date: 02/09/2024

Board & Commission: City Council

Subject: MN Public Safety Aid

Recommended City Council Action

None.

Overview / Background

The 2024 Legislative session resulted in one-time, funding allocated for Public Safety. In summary, funding may be used for equipment and vehicle purchases, staff training, staffing, etc. For the City of North Branch, the Public Safety funding allocation was \$486,396. Although the funding was received in 2024, there is no specific timeline for use of the funds.

Interim City Administrator Jason Ziemer, Finance Director Sharon Wright, Police Chief Dan Meyer and Fire Chief Pat Heinen met to discuss general public safety and emergency response needs, in addition to departments-specific items. Top priorities identified for funding, as noted on the attached spreadsheet, includes: purchasing and installing two (2) weather warning sirens, purchasing second sets of fire turnout gears, replacing fire radios, replacing the police speed trailer and squad car computers, and purchasing training equipment and the new squad car, as was previously reviewed during the past budget conversations. Additional needs were identified, and are listed.

It was agreed by staff to wait to allocate and spend the remaining funding and revisit the subject again in the future. In part, City staff are continuing discussions with Chisago County regarding the Fire Department radios. The result of those discussions may result in us freeing up more of this limited funding to be used for other public safety priorities. Staff is waiting on information back from the County and will discuss this in more detail during the work session.

If the City Council concurs with our recommended approach, we will finalize the detail and seek formal council authorization at the February 27, 2024 City Council meeting, allowing us to move forward with the expenditures.

Staff Recommendation

None.

Recommended City Council Action

None.

Voting Requirements:

NONE

City of North Branch
MN Public Safety Contribution
Sec. 27. 2023 Public Safety Aid

Revenue

Fund	Dept	Obj	Desc	DR	CR
101	0	33425	State Public Safety Aid		<u>486,396.00</u>

Expenses

Fund	Dept	Obj	DR	CR	Qty	Ind Cost	
<u>Fire Department options</u>							
101	42280	50201	Turnout Gear - 2024 purchase	79,426.20	14	5,673.30	
101	42280	50201	Turnout Gear - 2025 purchase	64,246.60	11	5,840.60	
101	42280	50201	Portable Radios	<u>105,465.60</u>	16	6,591.60	
Total Fire Dept			<u>249,138.40</u>				56%
<u>Police Department options</u>							
101	42110	50201	Training Equipment	10,820.50		See details	
101	42110	50207	Getac Squad Comp/dock/mount	37,733.70	10	3,773.37	
101	42110	50550	Speed Trailer	24,170.00	1	24,170.00	
101	42110	50550	Squad Vehicle	<u>65,000.00</u>	1	65,000.00	
Total Police Dept			<u>137,724.20</u>				31%
<u>Emergency Management options</u>							
101	42500	50500	Civil Defense Sirens - electric	7,470.00	2	3,735.00	
101	42500	50500	Civil Defense Sirens - ECE Svc	3,500.00	1	3,500.00	
101	42500	50500	Civil Defense Sirens	<u>47,335.00</u>	2	23,667.50	
Total Emergency Management			<u>58,305.00</u>				13%
Total Public Safety Expenses			<u>445,167.60</u>				
Remaining Restricted Funds				<u>41,228.40</u>			

Additional Needs for Consideration

101	42280	50201	30 Gear Bags	2,550.00	30	85.00
101	42280	50201	Fire Dept Helmets	12,721.80	28	454.35
101	42280	50550	Chief Officer's response vehicle	15,000.00	1	15,000.00
101	42280	50201	Fire Dept Mobile Radios	TBD		
101	42110	50332	Police Dept Training	24,345.00		
			Training Supplies		1	15,025.00
			On-line LMC Patrol Training		14	90.00
			Mandated Pursuit Driving - EVOC		3	510.00
			Mandated Pursuit Driving - PIT		3	655.00
			Paramedic Recert - Zajac		1	1,000.00
			Taser Recert - Zajac		1	400.00
			Storm Use of Force Instructor Recert		2	900.00
			EMR Recert		7	195.00



Prepared By:
Ragini Varma, City Clerk / IT Director
Presenter: Kevin Schieber, Mayor
Date: 02/13/2024

Board & Commission: City Council

Subject:
Discuss Joint Council-Commission Meeting

Mayor will discuss the Joint Council-Commission Meeting

Voting Requirements:

Discussion