



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, JANUARY 9, 2024 @ 7:00 PM
CITY HALL, 6408 ELM STREET, NORTH
BRANCH, MN 55056**

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

REGULAR MEETING

Tuesday, January 9, 2024

1. CALL TO ORDER

The North Branch City Council met in a regular meeting 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 Schieber and Councilmembers Schaps, Miles, Neider and Canada.

Also present, Interim City Administrator/Community Development Director Jason Ziemer, City Clerk/IT Director Varma, Finance Director Sharon Wright, Public Works Director Williams, GIS Specialist/Parks Director Sondrol along with members of press and public.

4. AGENDA APPROVAL

- a. Approve Agenda

ACTION

RESULT:	Passed
MOVER:	Robert Canada
SECONDER:	Kelly Neider
AYES:	Kevin Schieber, Robert Canada, Travis Miles, Peter Schaps, Kelly Neider
ABSENT:	None
Notes:	Motion passed unanimously.

5. PRESENTATION & PROCLAMATION

None.

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.

Mr Jeff from North Branch Lions Club addressed the Council and spoke about the club and how it serves the community of North Branch.

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:	Kelly Neider
SECONDER:	Robert Canada
AYES:	Kevin Schieber, Robert Canada, Travis Miles, Peter Schaps, Kelly Neider
ABSENT:	None
Notes:	Motion passed unanimously.

- | | |
|---|--------|
| a. Claims | ACTION |
| b. Approve Minutes | ACTION |
| c. Approve Resolution for Grand Ave. Storm Water Retention Basin Project Pay Request #1 | ACTION |

8. PUBLIC HEARINGS

No public hearing was held.

9. STAFF REPORTS

- a. Appointment of Interim City Administrator

ACTION

Two motions were made on this agenda items.

First Motion Failed to table the agenda item for the January 23, 2024, meeting.

RESULT:	Failed
MOVER:	Kelly Neider
SECONDER:	Peter Schaps
AYES:	Peter Schaps, Kelly Neider
NAY:	Kevin Schieber, Travis Miles, Robert Canada
Notes:	Motion failed 3/2

Second Motion passed.

RESULT:	Passed
MOVER:	Kevin Schieber
SECONDER:	Robert Canada
AYES:	Kevin Schieber, Travis Miles, Robert Canada
NAYS:	Peter Schaps, Kelly Neider
Notes:	Motion passed 3/2

Council approved the continuation of the appointment of Jason Ziemer as the Interim City Administrator and authorized the Mayor and City Clerk to execute the agreement between City of North Branch and Jason Ziemer.

- b. Approve a Resolution Authorizing Official Signatories & Declaring Official Depositories ACTION

RESULT:	Passed
MOVER:	Kevin Schieber
SECONDER:	Robert Canada
AYES:	Kevin Schieber, Robert Canada, Travis Miles, Peter Schaps, Kelly Neider

ABSENT:	None
Notes:	Motion Passed

- c. Approve a Resolution Approving the Annual Appointments & Designations ACTION

RESULT:	Passed
MOVER:	Kevin Schieber
SECONDER:	Robert Canada
AYES:	Kevin Schieber, Robert Canada, Travis Miles, Peter Schaps, Kelly Neider
ABSENT:	None
Notes:	Motion passed 5/0

- d. Approve Appointments to Citizen Advisory Commissions ACTION
A motion was made by Schieber to appoint Sara Paul to EDA and seconded by Canada. Motion carried unanimously.

RESULT:	Passed
MOVER:	Kevin Schieber
SECONDER:	Robert Canada
AYES:	Kevin Schieber, Robert Canada, Travis Miles, Kelly Neider, Peter Schaps
ABSENT:	None
Notes:	Motion passed

A motion was made by Schieber to appoint Lynn Wilson to PTOS and seconded by Canada. Motion carried unanimously.

RESULT:	Passed
MOVER:	Kevin Schieber
SECONDER:	Robert Canada
AYES:	Kevin Schieber, Robert Canada, Travis Miles, Kelly Neider, Peter Schaps
ABSENT:	None
Notes:	Motion passed

A motion was made by Schieber to appoint Patrick Meacham to Planning and seconded by Miles. Motion carried 3/2. Schaps and Neider were Nay.

RESULT:	Passed
MOVER:	Kevin Schieber
SECONDER:	Robert Canada
AYES:	Kevin Schieber, Robert Canada, Travis Miles
NAYS:	Peter Schaps, Kelly Neider
Notes:	Motion passed 3/2

- e. Approve a Resolution Authorizing 2023 Budget Carryovers

ACTION

RESULT:	Passed
MOVER:	Kevin Schieber
SECONDER:	Robert Canada
AYES:	Kevin Schieber, Robert Canada, Travis Mies, Kelly Neider, Peter Schaps
ABSENT:	None
Notes:	Motion passed unanimously.

- f. General Fund Contingency Budget Allocation

INFO

Finance Director Wright went over the General Fund Contingency budget allocation as an informational item.

- g. 2024 Elections

INFO

The 2024 Elections information was provided to the Council as an informational item. Councilmember Schaps requested information and discussion on re-establishing a Municipal Primary and would like to discuss it during a worksession.

- h. Monthly Legal Report

INFO

A monthly legal report was provided to the Council as presented.

10. MAYOR/CITY COUNCIL

None.

11. ADJOURNMENT

Motion to adjourn by Canada and seconded by Miles. Motion carried unanimously. The meeting was adjourned at 8:14pm.



Kevin Schieber

Kevin Schieber, Mayor

ATTEST

Ragini Varma

Ragini Varma, City Clerk