



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, APRIL 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, April 9, 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 Kevin 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: Intermin City Administrator Ziemer, City Clerk/IT Director Varma, GIS Specialist/Parks Director Sondrol, Public Works Director Williams, Finance Director Wright along with members of the public and press.

Notes:

4. AGENDA APPROVAL

a. Approve Agenda

ACTION

RESULT: Passed

MOVER: Robert Canada

SECONDER: Travis Miles
AYES: Kevin Schieber, Robert Canada, Travis Miles, Peter Schaps, Kelly Neider
ABSENT:
NOTES: Councilmember Schaps wanted the staff to bring a request for RFP for City Attorney and Engineering Firm to the next meeting.

5. PRESENTATION & PROCLAMATION

There was no presentation at this meeting.

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. Bob Streater located at 38929 10th Ave, North Branch and addressed the Council on the North Branch First formed as a free open forum discussion that meets the second Monday of each month at Tailgators, and it's website located at <https://northbranchfirst.org/>, process on getting on agenda, speaking during the Council meeting, ordinances & by-laws dictating governance, topic on main street schoolsite and high density related issues and City Administrator position and its related contractual agreements.

Brenda Jepsen located at 5384 383rd St and addressed the Council on her topic - goals & vision of the City, what the Council is doing to lower taxes, policies and ordinances, meeting minutes' expectations, financial publication, hr policy upon termination of personal stuff was searched in public space. Councilmember Neider stated that Ms. Jepsen forward to City staff about her topics for response.

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

- | | | |
|----|---|--------|
| a. | Claims | ACTION |
| b. | Approve Resolution No. R-29-2024, Approving the Preliminary Plat for Westside Commons 2nd Addition | ACTION |
| c. | Approve Resolution No. R-30-2024, Approving the Final Plat for Westside Commons 2nd Addition. | ACTION |
| d. | Approve Resolution No. R-31-2024, Adding Bremer Bank as Investment Financial Institution. | ACTION |
| e. | Approve Resolution No. R-35-2024, Approving the Final Plat for Happy Acres Morning View 2nd Addition. | ACTION |
| f. | Ballfield Improvements | ACTION |
| g. | Approve Northwood Park Pickleball & Site Improvement Quotes - DNR Grant | ACTION |

- h. Approve Acquisition and Placement of Limestone at Clayton Anderson Park ACTION
- i. Approve Gambling LG220 Exempt Permit - MN Deer Hunters Wild River Chapter ACTION
- j. Approve Temporary Liquor License and Dance Permit - NB American Legion Post 85 ACTION
- k. Approve Resolution R-33-2024, Approving Hwy. 95 Water Main Replacement Pay Request #1 ACTION
- l. Adopt the 2024 General Specifications and Detail Plates for Street and Utility Construction ACTION
- m. Approve Resolution R-34-2024, 2024 Road Chloride Bid Approval ACTION

8. PUBLIC HEARINGS

There were no public hearing for this meeting.

9. STAFF REPORTS

- a. Accept the Retirement of Randall Fisk, Public Works, and Authorize Job Posting and Hiring Process. ACTION

RESULT: Passed

MOVER: Kevin Schieber

SECONDER: Travis Miles

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

ABSENT:

NOTES:

- b. Approve Resolution No. R-36-2024, Amending the Equipment Replacement Program and Authorizing the Purchase of a Second Incident Command Vehicle. ACTION

RESULT: Passed

MOVER: Robert Canada

SECONDER: Travis Miles

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

ABSENT:

NOTES:

- c. PTOS Commission Meeting Update - April 1, 2024 INFO

GIS Specialist/Parks Director Sondrol went over the PTOS Meeting update on April 1, 2024 as laid out in his memo.

- d. Recycling Day and Leaf Pickup INFO

Recycling Day and Leaf Pickup is presented to the Council as provided for informational purposes.

- e. Monthly Legal Report INFO

The monthly legal report is provided to the Council as presented.

10. MAYOR/CITY COUNCIL

- a. Discussion Regarding Process for Hiring Permanent City Administrator Position. VERBAL UPDATE

Mayor Schieber led the discussion regarding the process for hiring a permanent City Administrator position. He stated that the Council would continue working with LMC and also go out for an executive search firm to get proposals and presentations. Schaps indicated that finding someone local would be a good option as they would be invested in the community. It was the Council's consensus to go with firms and have an opportunity to submit a proposal.

- b. Recap the March 27, 2024 Joint City Council-Advisory Commission Worksession.

VERBAL
UPDATE

Mayor Schieber went over the recap for the March 27, 2024, joint City Council-Advisory Commission work session. The interim City Administrator said that overall it was a good approach to goals and priorities and each commission would choose one person for the committee.

11. ADJOURNMENT

RESULT: Passed
MOVER: Kevin Schieber
SECONDER: Robert Canada
AYES: Kevin Schieber, Robert Canada, Travis Miles, Peter Schaps, Kelly Neider
ABSENT:
NOTES: The meeting was adjourned at 8:14pm.

APPROVED: Kevin Schieber ATTEST: Ragini Varma

