



NORTH BRANCH

—Minnesota—

Kevin Schieber
Mayor

Robert Canada
Councilmember/Acting Mayor

Travis Miles
Councilmember

Kelly Neider
Councilmember

Peter Schaps
Councilmember

**CITY COUNCIL
REGULAR AGENDA
THURSDAY, AUGUST 15, 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

Thursday, August 15, 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

Absent: Councilmember Kelly Neider

Remote:

Others Present: Interim City Administrator Woulfe, Police Chief Meyer, City Clerk/IT Director Varma, GIS Specialist/Parks Director Sondrol, Liquor Operations Director Golden, Finance Director Wright, Public Works Director Williams along with members of public and press.

Notes:

4. AGENDA APPROVAL

a. Approve Agenda

RESULT: Passed

ACTION

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

5. PRESENTATION & PROCLAMATION

- a. Officer Lausen Sworn-in INFO

Police Chief Meyer sworn-in Officer Lausen.

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.

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

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| a. Claims | ACTION |
| b. Resolution R-71-2024 Approving Pay Request No. 5 for the Highway 95 Water Main Replacement Project | ACTION |
| c. Resolution R-70-2024 Approving Pay Request No. 7 for the Water Tower #1 Rehab Project | ACTION |
| d. Approve Resignation of Liquor Store Clerk | ACTION |
| e. Members Cooperative Credit Union Development Agreement | ACTION |
| f. Approve the LG230 Conduct Off-Site Gambling Permit - Stacy Lions Club | ACTION |
| g. Resolution R-75-2024 - Amending the 2018 Comprehensive Land Use Map at 41499 Forest Blvd | ACTION |
| h. Ordinance 378-24 amending the official zoning map of the City of North Branch | ACTION |
| i. Ordinance 379-24 Amending the Zoning Code to define and allow Vocational Training Facilities as a Conditional Use in the I and I-2 zoning districts | ACTION |

8. PUBLIC HEARINGS

- a. Public Hearing for Sunrise Bluff 3rd Addition Variance for Buildable Acreage for Lot 9, Block 2, Sunrise Bluff 3rd Addition ACTION

GIS Specialist/Parks Director Sondrol went over the public hearing on Sunrise Bluff 3rd Addition Variance as laid out in his memo. Council went into a public hearing at 7:09pm. There were no members of the public present during the public hearing. The Public Hearing was closed at 7:10pm and the Council went back into the regular session.

9. STAFF REPORTS

- a. Resolution R-77-2024 - Approval of Sunrise Bluff 3rd Addition Preliminary Plat ACTION

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

- b. Resolution R-78-2024 Approving a Variance for Buildable Acreage for Lot 9, Block 2, Sunrise Bluff 3rd Addition ACTION

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

- c. Resolution R-76-2024 Approval of the Keller Acres Preliminary/Final Plat ACTION

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

- d. Finance 2nd Quarter Update INFO

Finance Director Wright went over the 2nd quarter update.

- e. Municipal Liquor Selling THC and CBD Products Information ACTION

Liquor Operations Director Golden went over the product and processes needed for the Municipal Liquor to sell THC and CBD products. The Council was in consensus to have the staff move ahead with the process with the prospect of selling the THC and CBD products.

- f. Community Development Director Hiring Process ACTION

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

- g. EDA Commission Update VERBAL UPDATE

GIS Specialist/Parks Director Sondrol updated the Council on the EDA Commission.

- h. Planning Commission Update VERBAL
UPDATE

GIS Specialist/Parks Director Sondrol went over the Planning Commission update.

- i. PTOS Commission Update VERBAL
UPDATE

GIS Specialist/Parks Director went over the PTOS Commission update.

- j. Personnel Policy Update Section 28 Family and Medical Leave Act ACTION

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

- k. Reminder of Upcoming Meetings INFO

Interim City Administrator Woulfe informed the Council on the upcoming meetings as presented.

- l. Resolution R-79-2024 Ride for the Joes 2024 Special Event & Street Closure ACTION

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

10. MAYOR/CITY COUNCIL

- a. Consideration to support the annual Sno-Barons Hay Days event ACTION

RESULT: Passed
MOVER: Kevin Schieber
SECONDER: Robert Canada
AYES: Kevin Schieber, Robert Canada, Travis Miles, Peter Schaps
ABSENT: Kelly Neider
NOTES: Council authorize up to \$750.00 to order 6 foot by 8 foot outdoor-rated banners, to be placed along highway 95/main street, on which Hay Days attendees will be able to view them, coming into or out of the city.

- b. Resolution in Opposition to any Display of the Minnesota State Flag ACTION

RESULT: Passed
MOVER: Peter Schaps
SECONDER: Kevin Schieber
AYES: Kevin Schieber, Robert Canada, Peter Schaps
ABSENT: Kelly Neider
NOTES: Councilmember Miles voted Nay.

- c. Report on Closed Session Performance Evaluation for Linda Woulfe INFO

Mayor Schieber reported to the Council on the closed session about performance evaluation for Linda Woulfe. Mayor stated that Interim City Administrator Woulfe is doing very well.

11. ADJOURNMENT

RESULT: Passed
MOVER: Kevin Schieber
SECONDER: Robert Canada
AYES: Kevin Schieber, Robert Canada, Travis Miles, Peter Schaps
ABSENT: Kelly Neider
NOTES: The meeting was adjourned at 9:30pm.

APPROVED: Kevin Schieber ATTEST: Ragini Varma

