

MINUTES OF THE REGULAR MEETING  
OF THE BRAHAM CITY COUNCIL  
TUESDAY, JANUARY 3, 2017  
7:00 P.M.

Mayor Carlson, and Council Members Jeremy Kunshier and Shawn Sullivan took the Oath of Office.

The meeting was called to order with the following present: Mayor Patricia Carlson; Council Members (L to R) Shawn Sullivan, Wayne Seiberlich, Jeremy Kunshier, and Traci Leaf; and City Administrator Sally Hoy.

Police Chief Robert Knowles was present in the audience, as well as Delwayne Hahn from the Isanti County News.

The meeting opened with The Pledge of Allegiance.

Seiberlich moved, and Leaf seconded to approve the minutes of the 7:00 p.m. Truth in Taxation Meeting and 7:55 p.m. Regular Meeting held December 6, 2016. Motion carried 5-0.

Leaf moved, and Seiberlich seconded to accept the agenda with the addition of the 2017 NTI Dues. Motion carried 5-0.

Kunshier moved, and Leaf seconded to approve payment of the December 2016 bills and payrolls. Motion carried 5-0.

Chief Knowles gave the police report. He reported 438 ICRs for December 2016, compared to 359 in December 2015; and a total of 4,779 ICRs for 2016, compared to 4,618 for 2015. He noted that in 2016, there were 1,302 traffic stops and 1,800 security checks.

#### BANKING TRANSACTIONS

Leaf moved, and Kunshier seconded to approve the following banking transactions:

12/12/16 Transferred \$3,814 from Lottery Checking to General Checking for reimbursements of Lottery payouts

Motion carried 5-0.

#### 2017 VALUATIONS & TAXES

Administrator Hoy reported that she'd followed up with the Isanti County Assessor's Office regarding the valuations and taxes on the three property owners who attended the Braham Truth in Taxation Meeting in December. She said that the response she received back from Michelle Moen, the Isanti County Assessor, was there were value increases in Braham due to the market

last year, and noted there will be again for the next year based on sales. Moen had told her that if the market/sales increase in value then their office has to increase properties accordingly.

Hoy said that Moen invited them back in March 2017 if they feel their valuations were too high, but there was nothing she could do with the 2017 valuations. She said that, as the council had noted, they could invite the Assessor's Office to also do a walk-through of their houses. Hoy said that she'd asked the Auditor's Office for a report showing the impact of the \$20,941 levy increase for each property in Braham, which she had not received yet.

## 2017 APPOINTMENTS & DELEGATIONS

Mayor Carlson presented her 2017 appointments and delegations for council approval, as follows:

Acting Mayor: **Jeremy Kunshier**

Check Signers: **Tish Carlson**  
**Sally Hoy**  
**Traci Leaf**

Authority of Safety Deposit Box: **Tish Carlson**  
**Sally Hoy**  
**Traci Leaf**

Custodian of Petty Cash: **Sue Hasser**

Cable Commission: **Tish Carlson**

Joint Powers Bldg. Official: **Tish Carlson**  
**Sally Hoy**

Planning Commission Ex-Officio: **Shawn Sullivan**  
**Alt: Jeremy Kunshier**

Isanti County EDA:  
**Marshall Lind**  
**Alt: Tish Carlson**

ICICLE Rep: **Tish Carlson**  
(Isanti County Initiative on Collaboration, Leadership and Efficiency)

NTI/GPS 45:93 Representative: **Marshall Lind, Alt: Tish Carlson**  
(Northern Technology Initiative)

Weed Inspector: **Tish Carlson (Must be mayor)**

Assist. Weed Inspector: **Marshall Lind**

Streets Committee: **Jeremy Kunshier**  
**Lowell Jaques (public)**

Emergency Management Director: **Robert Knowles**

Firefighter's Relief Assn.: **Tish Carlson (Must be mayor)**  
**Traci Leaf**

AWAIR Safety Management: **Jeremy Kunshier**  
**Alt: Tish Carlson**

Braham Park Reps: **Wayne Seiberlich**  
**Tish Carlson**

*Note: City Council absorbed the Park Board on 3/7/16  
Vicky Ethen and Tish Carlson appointed as 2016 Park Reps 4/5/16*

Personnel Committee & Union Negotiations: **Tish Carlson**  
**Jeremy Kunshier**

Budget Committee: **Tish Carlson**  
**Traci Leaf**

Management Discussion and Analysis (MD&A) Committee: **Sally Hoy**  
**Tish Carlson**

Chamber Representative: **Tish Carlson**  
**Alt: Shawn Sullivan**

NLX High Speed Rail Representative: **Marshall Lind**  
**Alt: Tish Carlson**

Isanti & Kanabec Counties Water Management Task Force Rep: **Marshall Lind**

**Wellhead Protection Manager: Marshall Lind**

**Water Management Plan Task Force Representative: Marshall Lind**

**Truck Hwy 65 Coalition: Traci Leaf**  
**Alt: Marshall Lind**

**Missed in January and added for February approval: Park Manor Board: Tish Carlson**

Sullivan moved, and Kunshier seconded to approve the appointments as presented. Motion carried 5-0.  
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Seiberlich moved, and Leaf seconded to appoint the **Isanti County News** as the City's Official Newspaper for 2017. Motion carried 5-0.

Leaf moved, and Seiberlich seconded to appoint **Frandsen Bank and Trust** as the Official City Depository for 2017. Motion carried 5-0.

Sullivan moved, and Seiberlich seconded to appoint **Joel Jannik/ Campbell, Knutson** as the City Attorney for 2017, approving the revised contract. Motion carried 5-0.

Sullivan moved, and Leaf seconded to appoint **MSA Professional Services** as City Engineers for 2017. Motion carried 5-0.

Leaf moved, and Sullivan seconded to re-appoint **Seth Zeltinger to the Braham EDA**. Motion carried 5-0.

Seiberlich moved, and Kunshier seconded to appoint **Vicky Ethen to replace Shawn Sullivan on the Braham Planning Commission**. Motion carried 5-0.

Seiberlich moved, and Kunshier seconded to re-appoint **Lowell Jaques to the Braham Planning Commission**. Motion carried 5-0.

#### RESOLUTION 17-1 AUTHORIZING THE TRANSFER OF \$7,926 FROM INDUSTRIAL PARK TIF 2-10 FUND 385 TO GENERAL FUND 101

Administrator Hoy noted that the 2017 Budget adopted by Council includes a transfer of the remaining land sale money for the Crematory to the General Fund. The land price sold to PICK Properties (Crematory) was \$8,529. There was \$603 in closing costs, leaving \$7,926 to be transferred from Ind. Park Fund TIF-2-10 Fund 385 to the General Fund 101 where it can be used to offset the levy for the Debt Service payments on the Ind. Park TIF 2-8 Fund 403.

Hoy said she'd checked with the State Auditor's Office, as well as City Auditor Greg Burkhardt, and because the City originally purchased the land with General Fund money, and not TIF revenue money, it is their opinion that the proceeds of those land sales are not considered TIF revenue, and therefore a transfer would appear appropriate, but to make sure it's done through a council resolution, with supporting documentation.

Hoy explained that the \$125,000 the City paid to Jay and Jim Pierson back in 2000 was from General Fund Savings and General Fund CD #15124. The Ind. Park TIF 2-8 Improvement Bond was not issued until 2006, when construction began for the Ind. Park development.

Seiberlich moved, and Sullivan seconded to adopt Res. 17-1 authorizing the transfer of \$7,926 from Ind. Park TIF 2-10 Fund 385 to General Fund 101. Motion carried 5-0.

#### NORTH TH 65 CORRIDOR COALITION DUES

The City received an invoice for 2017 membership dues for the North Trunk Highway 65 Coalition in the amount of \$250. The City had been members of the coalition several years back, then voted to withdraw its membership because it did not see the benefit to Braham back at that time. Last January, County Commissioner Turnquist told the council that the coalition was being reorganized, and encouraged the City to consider attending one of the meetings to see if it wouldn't be beneficial to join once again. Council Member Seiberlich agreed to attend its next meeting, and came back to the council in February with the recommendation to join the coalition again to try it out for a year.

Council Member Seiberlich noted that he hadn't been able to attend all the meetings, but felt the coalition was worth continuing as members.

Discussion took place on the purpose of the coalition. Sullivan moved, and Seiberlich seconded to approve payment of the 2017 membership dues in the amount of \$250. Motion carried 5-0.

#### NORTHERN TECHNOLOGIES INITIATIVE DUES

Discussion took place regarding the purpose of the NTI organization. Sullivan moved, and Leaf seconded to approve payment of the 2017 membership dues in the amount of \$850. Motion carried 5-0.

Seiberlich moved, and Kunshier seconded to adjourn. Motion carried 5-0. Meeting adjourned at 7:35 p.m.

Respectfully Submitted,

Sally A. Hoy  
City Administrator