

Minutes
Braham City Council Meeting
March 6, 2024

Members present: Nate George, Bob Knowles, Nicole Peltz, and Seth Zeltinger

Members absent: Jeremy Kunshier

Staff present: Tyler Treichel, City Administrator; Kevin Stahl, Police Chief; Ross Benzin, Fire Chief; Ryan Davis, Assistant Fire Chief; Dan Eklund, Streets Superintendent; April White, Liquor Store Manager.

Others Present: Paul Christianson, PeopleService; Josiah Rostad, Moore Engineering

Call to Order

George called the meeting to order at 6:00 pm and led the Council in the pledge of allegiance.

Public Forum

Scott Foss addressed the council about Quality Disposal Trucks leaking oil onto his cul-de-sac in and streets throughout the city. He stated that this will destroy the streets, shortening their lifespan.

Approval of Agenda

Knowles moved, seconded by Peltz to approve the agenda. Motion carried Unanimously.

Consent Agenda Approvals

- A. February 13, 2024, City Council Meeting Minutes
- B. Bills (Check # 44575 to #44635, 34295e - 34307e, 504138e & 504157e bi-weekly ACH) totaling \$ 223,590. 22
- C. Year to Date Budget Report

George asked to have C pulled for further discussion.

Zeltinger moved, seconded by Knowles to approve the consent agenda items A&B. Motion carried Unanimously.

George asked about the Fire Departments line item of small tools and why is it so far over the budgeted amount. Benzin stated he will be re-coding the expense to the proper line item. George then asked about the engineering fees and why they are so high. Treichel stated that these are fees that are going to be part of the Wastewater Treatment Plant, Streets, and Water Treatment Plant Upgrade projects that should be reimbursed through the PFA Grant.

Zeltinger moved, seconded by Knowles to approve the consent agenda item C. Motion carried unanimously.

Unfinished Business

Update on the WWT project and Phase 1 of the water & sewer upgrade/road project

Rostad from Moore Engineering gave an update on the wastewater treatment project and the need to approve Change Order #1.

Peltz moved, seconded by Zeltinger to approve Change Order #1. Motion carried unanimously.

Rostad stated that the council needed to approve Magney's Pay Application #1 for \$82460.00.

Zeltinger moved, seconded by Knowles to approve Pay Application #1. Motion carried unanimously.

Rostad gave an overview on the upcoming phase I of the streets project and asked what the city would like to do about extending the sidewalk on Central at a cost of over \$100,000 that would not be able to be covered in the grant. He also asked to get approval to put the project out for bid. After discussion it was decided not to include the sidewalk because of the cost, and it could be added later.

Zeltinger moved, seconded by Knowles to put the project out for bid. Motion carried unanimously.

George mentioned that the city received real good news that the House and Senate have passed an appropriations package that secured \$1,000,000 for the Water and Wastewater improvement project in Braham Minnesota.

ESST Policy Update

Treichel Reported the Earned Safety and Sick Time (ESST) began on January 1, 2024. Our payroll software from Banyon does not allow for calculations to separate the ESST accruals out of the sick time leave. The new language acknowledges that the City of Braham gives more sick time to benefit earning employees and that all the accruals will be in the Sick Leave balance. Those employees that do not accrual Sick Leave are covered by the ESST rule and will accrual ESST.

Peltz moved, seconded by Zeltinger, to accept the amended ESST Policy. Motion Carried Unanimously.

Update on Comprehensive Plan

Treichel reported WSB has been in contact with staff on getting a steering committee together and meet in March. They have identified 2 members of the City Council to participate, members of the Planning Commission, Business community, school district and residence.

No action needs to be taken, informational only.

Webpage Design update

Treichel reported that Catalis has finished their design. They are working on implementation Tuesday March 5th from 1:00pm and should have finished by the end of the day. They are not touching any of the content and the new design will have our existing content. Staff is going to look at making the content easier to look at and find. Treichel pulled up the newly designed website to show all in attendance.

No action needs to be taken, informational only.

Loffler Update

Treichel reported that Staff met with Loffler, and Ryan from Genisis, to go over the Cities list of IT needs. Loffler is working with Ryan on the changeover. They have been working with the Chief on their needs in the police department. Other topics included working on Microsoft 365 implementation, and ensuring staff can

utilize Teams. Getting Microsoft 365 would allow staff to have access by computer, cell phone, or a city owned laptop. Lastly there were conversations about a VPN for staff to work away from city hall securely and a pricing on softphones.

No action needs to be taken, informational only.

New Business

Special event permits

Sts. Peter & Paul Annual Fall Festival, September 23, 2024

George mentioned that the permit wasn't signed by the staff and should be signed before being approved. The council agreed that Sts. Peter & Paul Annual Fall Festival is far enough away that this can be accomplished.

George moved, seconded by Peltz to send the permit back to have staff sign and bring back next meeting. Motion carried unanimously.

Pie Day with request to forgive the \$750 permit fee

George stated that this permit also needed to have the signatures by staff. Peltz spoke on permit fees and how she felt that the council is being bad mouthed on this issue. She said that people have said, and it has been in the press, that the city is charging them \$6,000 for a permit, which is just not true. Zeltinger stated that he was one of the two that voted against raising the fee, but now that the decision has been made, we need to stick to it.

George moved, seconded by Peltz to not wave the permit fee, send permit back to have staff sign, and to bring back next meeting. Motion carried unanimously.

People Service Contract Effective April 1, 2024 - 2029

Treichel reported that PeopleService's contract ends April 2, 2024. The council was provided is the lined-out version with updates and the final version of the contract. PeopleService has added language to the contract that protects the city, allowing them access to information from the testing lab. Paul Christianson was available and answered council questions.

Zeltinger moved, seconded by Peltz to approve to renew PeopleService contract. Motion carried unanimously.

Department Reports

- A. Administration. Written report attached.
- B. Liquor. Written report attached.
- C. Police. Written report attached.
- D. Public Works. Written report attached.
- E. Fire. Written report attached.
- F. Water-Wastewater – PeopleService, Inc. Written report attached.

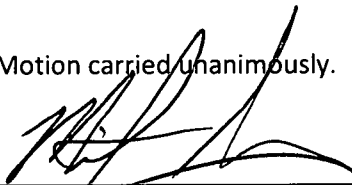
7. Council Concerns

Peltz asked Eklund about the 107 patching and when it will be repaired. Eklund said as soon as the weather permits the asphalt plants to open.

Zeltinger asked about any savings we may have from not plowing. Eklund stated that wages are paid if you are plowing, crack sealing, or any other items the staff are addressing.


8. Adjournment

Peltz moved, seconded by Knowles, to adjourn the meeting. Motion carried unanimously.



Nathaniel W. George, Mayor

ATTEST:



Tyler W. Treichel, City Administrator