

Minutes
BRAHAM CITY COUNCIL
Tuesday February 2, 2021
6:00 P.M.

Mayor Carlson called the meeting to order at 6:02 pm. Members present: Mayor Carlson, Ryan Davis, Seth Zeltinger, and Robert Knowles.

Absent: Vicky Ethen

Staff present: Administrator Angela Grafstrom, Chief Baumgart, Superintendent Eklund, and Victor Fanth.

Also, present: Sarv Mithaquiyan of the County News Review, Andrew Fontanille of WCMP Radio and Les Mateffy of Moore Engineering.

Approval of Minutes

Councilor Knowles motioned to approve the council minutes of 1-5-20 as submitted. Motion seconded by Councilor Davis and carried unanimously.

Accepting the Agenda

Councilor Knowles motioned to accept the agenda as submitted. Motion seconded by Councilor Davis and carried unanimously.

Approval of Bills and Payroll

Council reviewed the bills totaling \$685,670.93 which includes check # 41791 to 041878, electronic transfers 32377E to 32472E, and payroll transfers #502134E to 502172E totaling \$67098.73.

Councilor Davis motioned to approve the bills and Payroll as presented. Motion seconded by Councilor Zeltinger and carried unanimously.

Engineering Report

Resolution 21-11: Mateffy has asked us to redo the LRIP Resolution as the original street we asked on does not qualify. This resolution and the county resolution need to be submitted to the state by March 3, 2021.

Councilor Knowles motioned to approve Resolution 21-11 Support Application of MN Dept of Transportation TAP Grant Program. Motion seconded by Councilor Davis and carried unanimously.

Hiring a Lobbyist:

On January 20th, Fanth, Mateffy, Eklund and I met with Representative Brian Johnson to discuss the city's needs and concerns. As a result of this discussion, both Representative Johnson and Engineer Mateffy suggested the city hire a lobbyist to get the city a bonding bill. At the time of typing this report, I do not have the estimate from the lobbyist, but should have it for the meeting. The council reviewed the proposal from James Robins.

Mayor Carlson motioned to approve hiring Lobbyist James Robins for \$1600 in 2020 and \$2500 in 2022 to help up get a bonding bill for 2022 for water and sewer projects. Motion seconded by Councilor Knowles and carried unanimously.

Zeltinger asked if Robins could attend a meeting. Grafstrom stated she would ask him to come to the March meeting.

MnDOT Demonstration Project:

There is no charge to cities. MnDOT has a demonstration program where they like to stripe and put delineators up in areas where they plan to pull in curb or add bump outs. This way the communities can see how the future project will change the current street conditions. With the plan of pulling in the curb several feet through Braham, MnDOT would like to propose striping and placing delineators for one block through town, on TH 107 between Central Drive and 2nd Street SW. The plan would be to have this demonstration project this summer. A phot was included in the packet of what MnDOT did in a city this summer. Mattefy would like a motion to show MnDOT strong support for this project.

Councilor Davis motioned to support the MnDOT demonstration project on 107. Motion seconded by Councilor Knowles and carried unanimously.

Police Department

Officer Recognition

Chief Baumgart wanted to recognize officers Lease and Zajac for their lifesaving efforts resulting from two separate instances in the city. The commendation letters are included in the official council packet. In a brief ceremony, Chief Baumgart presented both Officer Kevin Lease and Officer Jesse Zajac with a Lifesaving Award. Chief Baumgart also recognized the firefighters and Isanti County Sheriff's Department Staff who arrived and assisted in performing lifesaving measures that resulted in the subject surviving the event. Fire Department staff were Assistant Chief Ross Benzen, Captain Shawn Fisher, Captain Ryan Davis and Training Officer Eric Jones. Sheriff's staff who assisted was Deputy Evan Oltz. The Council thanked the officers for their service to the citizens of Braham.

Body Cam Audit

Baumgart needs council's formal acceptance of the Body Camera audit results.

Councilor Davis motioned to accept and approve the results of the Body Camera audit. Motion seconded by Councilor Zeltinger and carried unanimously.

Police New Hire

On Tuesday 1/26/21 a panel consisting of Baumgart, Administrator Grafstrom, Lieutenant Stahl, and County Officer Lance Olson interviewed 10 candidates for the officer position. The department had received 17 applications. Candidates interviewed were Brandon Thomson, Joshua Martin, Matthew Gear, Hunter Roeder, Sara Lee, Michael Engelmann, Joseph Cullen, Robert Heard, Abbey Sculley, and Benjamin Brown. Background packets were offered to Brandon Thomson, Joshua Martin, and

Matthew Gear. At this time Chief Baumgart would like to offer the position to Brandon Thomson contingent on a successful background and psychological exam.

Councilor Knowles motioned to approve hiring Brandon Thomson with a tentative start date of February 15, 2021 contingent on a successful background and psychological exam. Motion seconded by Councilor Mayor Carlson and carried unanimously.

Fire Dept

Approve Firefighters and Officers

Council needs to approve the probationary firefighters, and the department officers. I think the president, vice president, secretary, and treasurer would be relief officers or holdovers from a previous era as the fire department answers to council and the city is the fire dept treasurer. I am not sure we need to approve these positions as fire department business is city business and fire relief is not part of the city, but we can anyway. The only one that would really serve a dual role is the secretary.

Mayor Carlson motioned to approve hiring Josh Nelson, Jason Bienhoff, and Garth Gatzke as probationary firefighters. Motion seconded by Councilor Zeltinger and carried unanimously.

Councilor Zeltinger motioned to approve the 2021 business officers: Dean Bondeson as president, Ryan Davis as vice president, Ross Benzen as treasurer and Eric Jones as secretary. Motion seconded by Councilor Knowles and carried unanimously with Councilor Davis abstaining.

Councilor Knowles motioned to approve the 2021 fire department officers: Jeff Jones as Chief, Ross Benzen as Chief 2, Shawn Fisher as Captain 1, and Ryan Davis as Captain 2, and training officers as Matt Hagfors and Eric Jones. Motion seconded by Councilor Zeltinger and carried unanimously with Councilor Davis abstaining.

Chief Jones also mentioned in his report a need to purchase pagers. Grafstrom pointed out they could easily purchase 2 pagers at \$468.00 if it is in their budget and that, due to the dollar amount, Chief Jones would be able to approve that purchase himself.

New Business

Resolution 21-9

Councilor Knowles motioned to approve Resolution 21-9 Approving the Sale and transfer of certain real property, Lot 8 in the Braham Industrial Park for \$30,000. Motion seconded by Councilor Davis and carried unanimously.

Loren Davis, who is purchasing the property asked Grafstrom to send him the final draft of the purchase agreement for review by his attorney. Grafstrom stated she will get it out to him in the next day or two. Both parties, the City and Davis, would like to get a closing date set.

Resolution 21-10

Councilor Davis motioned to approve Resolution 21-10 establishing a consent agenda beginning with the March 2, 2021 meeting. Motion seconded by Councilor Knowles and carried unanimously.

Resolution 21-12

Councilor Davis motioned to approve Resolution 21-12 accepting a donation of \$100 for the police department from Tusen Tack. Motion seconded by Councilor Zeltinger and carried unanimously.

Renew Assignment of Board Review Duties to County

Councilor Knowles motioned to approve renewing the assignment of board review duties to the County. Motion seconded by Councilor Davis and carried unanimously.

Unlicensed Contractor Fee to Verify

Inspector Lind would like the council to consider a fee of \$5.00 for license verifications. This would be added to our fee schedule.

Councilor Davis motioned to approve charging a fee of \$5.00 for verification of contractor's licenses with the fee added immediately to the city's fee schedule. Motion seconded by Councilor Knowles and carried unanimously.

Personnel Committee Recommendations

Councilor Knowles motioned to approve a raise of one step from step 5 to step 6 effective PPE 3/5/21 and a raise the first pay period of 2022 to step 8 for Chief Eric Baumgart as agreed upon when he took the position of Chief of Police. Motion seconded by Councilor Davis and carried unanimously.

Councilor Knowles motioned to approve a raise of two steps from step 6 to step 8 effective PPE 3/5/21 for Sue Hasser in recognition of her 16 years of service to the city of Braham. Motion seconded by Councilor Davis and carried unanimously.

Approve the Codified Ordinances

Councilor Davis motioned to adopt the city code as prepared by American Legal Publishing. Motion seconded by Councilor Zeltinger and carried unanimously.

Annexation of properties who get city/water and sewer or 60/40 Annexations.

Council discussed whether to continue with the annexation process. They feel it is in the best interest of the city to get these properties added in, especially since about half of them already have city water and/or city sewer. Council by consensus directed Grafstrom to contact the City's attorney to proceed with the 60/40 annexations.

Approve Pie Day Lease

Councilor Zeltinger motioned to approve leasing the office across from the police dept to Braham Pie Day Incorporated for \$600 a year for 3 years beginning January 1, 2021 and

ending December 31, 2023. Motion seconded by Councilor Davis and carried unanimously with Mayor Carlson abstaining.

ADJOURN

There being no further business of the Braham City Council, **Councilor Knowles moved to adjourn the meeting of February 2, 2021.** Motion seconded by Councilor Zeltinger and carried unanimously. Meeting adjourned at 7:20 pm.

Next meeting of the council will be held on March 2, 2021 at 6 pm.

Submitted by Angela Grafstrom