

**Minutes
Braham City Council
Regular Meeting
June 1, 2021 – 6 pm**

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

Council Absent: Vicky Ethen.

Staff present: Administrator Angela Grafstrom, Police Chief Eric Baumgart, and Water/Wastewater Superintendent Victor Fanth

Also, present: Sarv Mithaqiyani of the County News Review, Andrew Fontanille of WCMP Radio, Amanda and Nicholas Sweeney, Tom Colby, Brenda and Mr. Smith, Dan Leaf, James Robins of Robins Consulting, and Jason Murray of David Drown Associates via Zoom.

Accepting the Agenda

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

Consent Agenda

The consent agenda contains approval of minutes from 5/4/21, 5/10/21, and 5/18/21 and the payment of bills and payroll. Council will actually only be approving from e-check 32651e and on totaling \$362,109.38, as the first 8 e-checks were approved at the last meeting. Two additional items are Resolution 21-19 accepting an OSHA grant for \$10,000. This is a matching grant to purchase safety items for water/wastewater operations. The funds are available now and I just need council approval to accept. The final two items on the consent agenda are annual special event permits for Friendship Church to host their Teen Challenge in Freedom Park and Pie Day.

Councilor Zeltinger motioned to approve the consent agenda items consisting of the minutes from 5/4/21, 5/10/21, 5/18/21; Resolution 21-19 accepting an OSHA grant for \$10,000, approving the two above mentioned event permits and the payment of bills and payroll totaling \$362,109.38 which includes check #42133-#42192, electronic checks #32652e-32726e, and payroll transfers #502486e and #502509e totaling \$51,503.73. Motion seconded by Councilor Knowles and carried unanimously.

Consultant Report and Refunding Bond Resolution

Jason Murray will be available via Zoom to answer any questions regarding the refunding bond. This will refund 4 existing city bonds and finance the 2nd Street project at 1.85% interest saving the city just shy of \$134,000. There will also be some cash coming back to cover debt service.

Resolution 21-20 Authorizing the Issuance, Sale and Delivery of a \$2,013,000 GO Note, Series 2021A and Awarding the Sale Thereof

Resolution 21-20 covers the approval of the payoff on the old notes and the new loan agreement. The annual interest rate is 1.85% and the total amount is less than what Jason Murray of David Drown had originally speculated. Page 4 has a table showing the bonds we are refunding, and the dollar amounts for the bond we are issuing for the 2nd Street Project.

Mayor Carlson motioned to approve Resolution 21-20 Authorizing the Issuance, Sale and Delivery of a \$2,013,000 GO Note, Series 2021A and Awarding the Sale Thereof. Motion seconded by Councilor Davis and carried unanimously.

Engineering

Moore Engineering will not be at the meeting as they will be in town tomorrow for our pre-construction meeting. They sent a written report on the 2nd Street Project. Additionally, there is a bid from Visu-Sewer to do the slip lining for \$66,482.75 for the identified areas, with additional charges for things we might add as we are going along. Moore recommends accepting the proposal. When we applied for the funding for the 2nd Street Project, we planned for \$80,000 in slip lining, the proposal came in at \$66,482.75. Fanth identified 2 areas with additional costs that will be over what we had originally planned. Fanth also stated he is still getting quotes to do the repair behind the monument company.

Councilor Zeltinger motioned to accept the Visu-Sewer bid for \$66,482.75 to do the necessary slip lining throughout the city. Motion seconded by Councilor Davis and carried unanimously.

Lobbyist

James Robins will be present to give the council an update and answer any questions they may have. He reported the Braham outreach team got together and plans to meet monthly beginning in July and speed things up a little as we get closer to September and October in preparation for the committee tours. Team members are Loren Nelson of Aurelius, Mark Nelson of East Central Energy, Administrator Grafstrom, Councilor Zeltinger, Mayor Carlson, and W/WW Superintendent Victor Fanth. We need to make it clear to the legislators/committee members that we want them to come. Robins will draft a resolution for the July council meeting to provide formal community support for the bonding tour. He will ask Mayor Carlson to include a letter and we will send it to the legislators. Robins will work with the Outreach Team to put together contacts. He added that Grafstrom is preparing the report for Minnesota Management and Budget.

Robins reported he had a phone meeting with Rep Rarick on the phone just before the meeting and Rarick said he would press for the bonding tour. He does represent the Industrial Park and Robins stated the project is key to the Industrial Park's continued progress. Robins will provide another summary next month.

Police Report

In addition to the written report in the packet, Baumgart is requesting the council approve the joint powers agreement with the Rum River Special Response Team. It is the new name of the

SRT Team and the name changed with the potential addition of Kanabec County to the Team. The agreement is in the packet.

Mayor Carlson motioned to approve the Joint Powers Agreement with Rum River Special Response Team. Motion seconded by Councilor Davis and carried unanimously

Utility Report

Eklund got one estimate for the asphalt patching from Premier Outdoor Services. To patch 2nd Street, 3rd Street SE, 4th St SE/107, and in front of Lindgren's it will be \$8500.

Mayor Carlson motioned to accept the bid from Premier Outdoor Services for \$8500.00 to asphalt patch. Motion seconded by Councilor Zeltinger and carried unanimously.

Liquor Store

Connor Rowland and Jacqueline Connell both declined the position after being offered something else, so Grafstrom and Piper conducted more interviews this past week. Candy Hart is willing to work parttime/on call. We recommend council vote to reinstate Candy Hart as a liquor store clerk at her current Step 2 since it has not been a month since her resignation.

We interviewed Timothy Thompson and Catina Heidelberger for the part-time position. We recommend the council approve hiring Timothy Thompson at Step 1, \$12.12/hour with a start date of June 2, 2021 and Catina Heidelberger at Step 1, \$12.12/hr with a start date of June 8, 2021. We interviewed Jerry Baltrusaitis and Katelyn McFarlane for the full-time position. We recommend hiring Jerry Baltrusaitis as the full-time liquor store clerk at Step 2, \$12.50/hr with a start date of June 2, 2021. Jerry is new to town and looking forward to starting a job where he can meet people.

Councilor Zeltinger motioned to reinstate Candy Hart as a part-time liquor store clerk Step 2, \$12.50. Motion seconded by Councilor Davis and carried unanimously.

Councilor Knowles motioned to approve hiring Timothy Thompson at Step 1, \$12.12/hour with a start date of June 2, 2021, Catina Heidelberger at Step 1, \$12.12/hr with a start date of June 8, 2021, and Jerry Baltrusaitis as the full-time liquor store clerk at Step 2, \$12.50/hr. with a start date of June 2, 2021. Motion seconded by Councilor Zeltinger and carried unanimously.

Old Business: Burkhardt and Burkhardt Mid-term Audit

The mid-term audit will take us less time to do the final audit. Council reviewed the Engagement Letter for the Compilation and the Engagement Letter for the Agreed Upon Procedures.

Councilor Davis motioned to approve the Letter of Engagements for the Compilation and Agreed Upon Procedures for the Mid-Year Audit. Motion seconded by Councilor Knowles and carried unanimously.

Old Business: Nick and Amanda Sweeney Regarding Annexation

The Sweeneys have asked to be on the agenda to address the council regarding annexation. They did not come alone. Other people who have properties the City is considering annexing were also there. They wanted to know why the City was annexing and how it benefits them. Council listened to their concerns. They asked how they can fight this. Grafstrom stated these properties are still being researched and the City has not yet gotten the go ahead from MNDot. She told them they have to go to the township, after the notice goes out. The township would have to hire an attorney to file the complaint with Minnesota Border and Adjustment Unit, and ultimately, they may not win and still be annexed. Sweeneys, and others being considered for annexation, have both city water and sewer. The City has not sent out the letters on their property, or the others in this area because MNDot has not yet approved the legal addresses. The City assured the homeowners, they will send out letters to the homeowners when they get the go ahead. No action taken.

New Business: Cigarette License Application

We received application from a new business, Braham Tobacco and More requesting a cigarette license to open a tobacco shop downtown. He has already paid his \$100 for a tobacco license.

Councilor Zeltinger motioned approve the cigarette license for Braham Tobacco and More. Motion seconded by Councilor Knowles and carried unanimously.

ADJOURN

There being no further business of the Braham City Council, ***Councilor Davis moved to adjourn the meeting of June 1, 2021.*** Motion seconded by Councilor Knowles and carried unanimously. Meeting adjourned at 6:55 pm.

Respectfully Submitted,

Angela M. Grafstrom