



**MINUTES**


**Braham City Council Meeting**

**Tuesday, February 4, 2025 - 6:00 pm**

City Council Chambers, 201 Broadway Avenue South

**1. Call to Order and Pledge of Allegiance**

- 2. Roll Call:** Present were; Acting Mayor Zeltinger, Councilmember Knowles, Councilmember Kunshier, Councilmember Peltz, City Administrator Stahl, Dan Eklund, Mike Vogel

*Amended Councilmember Kunshier was Absent* 

**3. Public Forum**

*The public forum is an opportunity for a City of Braham resident or property owner to present to the City Council on city government topics. Comments will be limited to three minutes unless voted upon. Councilmembers may respond to the issue at the meeting or may direct staff to research the issue and bring it back for future discussion at another meeting. Personnel issues or issues involving confidential or private data are not allowed. **There was no public comment***

**4. Approval of the Agenda**

*A motion was made by council member Peltz and seconded by council member Knowles to approve the amended agenda, motion carried unanimously.*

**5. Fire Department Pinning Ceremony**

*Fire Chief Benzen conducted a Pinning ceremony for 4 firefighters who have qualified to be members of the department by completing all the required minimum trainings.*

**6. Consent Agenda Approvals**

- A. January 7<sup>th</sup> 2025, City Council Meeting Minutes
- B. Bills (Check 45435 to 45471, e34635–e34674; and e504658- 504697 bi-weekly ACH) totaling \$(628,765.10)
- C. Year to Date Budget Report
- D. Frandsen Account Balances – Main \$29,572.12, Braham Account Balance \$3,153,678.49  
Total in Bank Accounts \$3,183,250.61
- E. Report of Outstanding Indebtedness at December 31,2024

*A motion was made by council member Knowles and seconded by council member Peltz to approve the consent agenda, motion carried unanimously*

**7. Unfinished Business**

- A. Fire Apparatus discussion (Chief Ross Benzen)  
*Chief Benzen described to council the need of a new pumper fire truck and that the NFPA recommends to have trucks that are no older than 20 years old. Having older pumpers can reduce the fire insurance protection rating can go down causing higher insurance premiums. Chief Benzen requested that the council approve the purchase of a new fire*

truck from custom fire for the approximate cost of \$775000.00. Chief Benzen stated that the city is applying for financing through an ECE loan, as well as financing the difference with a bond product. A motion was made by Council member Knowles and seconded by council member Peltz to authorize the ordering of the fire truck; the motion carried unanimously.

**B. Copper Water Update (Administrator Stahl)**

Stahl provided the council with information from the additional comparative water samples taken and processed by an independent lab. The results showed that the copper levels in all samples were trending downward. Stahl also informed the council that the decision was made to continue with the current MNDOH copper mitigation plan.

**C. Update from Jonathan Pauna Moore Engineering. (Presentation was made by Moore Engineer Josiah Rostad, Jonathan Pauna was not able to attend the meeting).**

**a) Presentation of and Discussion about Phase 1 bids**

Josiah announced that the city had received 10 bids for the phase 1 project. The current low bidder was announced to be Douglas-Kerr Underground, LLC. Josiah stated that Moore Engineering would be completing there confirmations before requesting the council to award the contract. It was stated that a recommendation would be made at the March council meeting.

**b) Update on Wastewater Treatment Facility**

Josiah stated that the project was on schedule with no issues to discuss. The work is nearly all interior work.

**c) Update on Well Water Project**

There was no update as to when the contractor was going to start this project.

**d) Update on Water Treatment Plant overflow**

There was no update as to when the contractor was going to start this project

**e) Contractors Pay Application #12 for \$146,328.72, Change Order #4 \$13,612.47 for a total of \$ 159,941.19**

A motion was made by council member Peltz and seconded by council member Knowles to approve the Pay application #12 for payment, the motion carried unanimously.

**8. New Business**

**A. Appointment and approval of 2 Planning Commission Seats**

Stahl informed the council that there were two letter of interest for the Planning commission seats and they were both incumbents, Jay Manke, and Cheryl Fike. A motion was made by council member Knowles and seconded by Zeltinger to appoint Jay Manke and Cheryl Fike as commissioners to the planning commission, motion carried unanimously.

**B. Appointment and approval of 1 Economic Development Authority Seat**

Stahl informed the council that there was only one letter of interest to the EDA, and that was incumbent Mayor George. A motion was made by council member Peltz and seconded by Knowles to approve Mayor George to the EDA.

**C. Proposal for City Council Media upgrade (Review 3 Options)**

Stahl provided the council with the three proposals and described what proposal appeared to align the best with the cities need. Stahl Recommended that the council approve Option 1. Stahl also stated that Mayor George also recommended Option 1 in his letter to council.

A motion was made by Peltz and seconded by Knowles to approve option 1, the motion carried unanimously.

- D. Approval to Post a Request for Proposal for a Certified Public Accountant firm to act as a financial advisor and to perform monthly Bank Reconciliations, and tax form filings.  
Stahl described that he was requesting that the council approve the hiring of a CPA to complete bank reconciliations, as well as verify accounting functions on a monthly basis to better insure the cities financial records are correct. Stahl also stated that having a CPA make recommendations and reviewing books regularly should increase the Administrations confidence in making recommendations and purchase decisions. Stahl Explained that with Brahams financial reserves being less that recommended and the lack of reserves increases the need to not have any accounting or balance errors. A motion was made by council member Zeltinger and seconded by Knowles to approve the request to solicit proposals from CPA firms to provide the abovementioned services, the motion carried unanimously.
- E. Update on Insurance Fraud Received \$57,251.00 from LMC for Claim.  
Stahl updated the council on the insurance receipts for the fraud claim that was filed with the league of MN Cities Insurance trust. Stahl stated that the city would be incurring approximately \$45,000 in losses due to this fraudulent activity. Stahl also described procedures that have been put into place to reduce any future same loss exposure.
- F. Authorize Loan Payoff to Frandsen Bank – Zumbrota in the amount of \$ 2,094,755.00.  
Stahl reported to council that the bank account funds have stabilized since acquiring the grant reimbursements from the PFA and that he recommended that council payoff and close the bridge loan that was with Frandsen Bank- Zumbrota. A motion was made by council member Peltz and seconded by Zeltinger to pay off the bridge loan as described. The motion carried unanimously.
- G. Resolution 25-04 Adopt and allocate funds for an outdoor Fitness Court as Part of the 2025 National Fitness Campaign.  
Stahl reported that the matching funds portion of the Fitness court project was \$50,000 and that to proceed with the campaign and additional fund raising that the National Fitness Campaign requires a Resolution of the City Council to allocate those matching funds. A motion was made by council member Zeltinger and seconded by council member Knowles to approve the allocation of funds, the motion carried unanimously.

## **9. Staff Actions and Approvals**

- A. Approved Gambling Site Permit to Friendship Church for 2/8/2025 Raffle at the Braham Community Center
- B. Made Bond Payment of \$187,134.00 to First Independent Bank
- C. Made Bond Payment of \$51,490.00 to First Security Bank
- D. Made Municipal loan payment of \$21,875.76 to Frandsen Bank – Zumbrota

## **10. Department Reports**

- A. Administration. Presented at meeting
- B. Liquor. Written report attached.
- C. Police. Presented at meeting
- D. Public Works. Written report attached.

- E. Fire. Written report attached.
- F. Water-Wastewater – People Service, Inc. Written report attached.

**11. Council Concerns**

Councilmember Peltz, Council member Peltz stated that she was proud of our city tonight, and made reflections of the past years efforts and how promising the future looks for the city.

Councilmember Knowles, No comment other than he was in agreement with Peltz

Councilmember Kunshier, Not Present

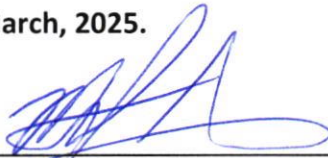
Councilmember Zeltinger, No comment

**Mayor George – absent, see Letter from Mayor**

**12. Adjournment**

A motion was made by council member Knowles and seconded by Zeltinger to adjourn the meeting, the motion carried unanimously.

**Approved by the Braham City Council on this 4<sup>th</sup> Day of March, 2025.**

  
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Nathaniel George, Mayor

ATTEST:

  
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Kevin Stahl, City Administrator