

MINUTES OF THE REGULAR MEETING
OF THE BRAHAM CITY COUNCIL
MONDAY, AUGUST 12, 2019
7:00 P.M.

The meeting was called to order with the following present: Mayor Patricia Carlson; Council Members Robert Knowles, Shawn Sullivan, Jeremy Kunshier, and Vicky Ethen; and City Administrator Sally Hoy.

The meeting opened with The Pledge of Allegiance.

Sullivan moved, and Ethen seconded to approve the minutes from the July 2, 2019 council meeting. Motion carried 5-0.

Ethen moved, and Kunshier seconded to accept the agenda with the add-ons. Motion carried 5-0.

Carlson moved, and Sullivan seconded to approve payment of the July 2019 bills and payrolls. Motion carried 5-0.

There was no police report.

BANKING TRANSACTIONS

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

- 8/13/19 Transfer \$28,139 from General Checking to Des. Res. Savings for the 2018 Budgeted Transfers. Breakdown is in packets.
- 7/10/19 Transferred \$5,020 from Lottery Checking to General Checking for reimbursement of Lottery payouts.
- 7/10/19 Transferred \$8,100 from Des. Res. Savings to General Checking for partial payment of concrete barricades from Warning Lites. (Final invoice has not been received as of this date.)
- 8/13/19 Transfer \$9,606 from Des. Res. Savings (GF Ind. Park land sales) to General Checking for 2019 Ind. Park property taxes. (We initially used Fund Ind. Park TIF 2-10 Fund 385 to cover the property taxes, but in further research I found that TIF statutes do not authorize the use of TIF for property taxes, so we will need to take the funds out of the General Fund Des. Reserves from the sale of Ind. Park land. *(Sale of Ind. Park land is General Fund money because the land was initially purchased with GF money back in 2000, and the Ind. Park was not established until 2006. This was confirmed with the City Auditor and June 1, 2016 email with State Auditor's Office.)*)

Motion carried 5-0.

ACCEPTANCE OF DONATIONS – Res. 19D-5

Knowles moved, and Ethen seconded to adopt Res. 19D-5 accepting the donations for July 2019. Motion carried 5-0.

ENGINEERING

There were no engineering items.

FINAL ADOPTION OF NUISANCE ORD. #286

Administrator Hoy reported that Nuisance Ordinance #286 had been posted for the month of July and was ready for council adoption. Sullivan moved, and Kunshier seconded to adopt Nuisance Ordinance #286. Motion carried 5-0.

TOBACCO ORD. #287 - CALL FOR PUBLIC HEARING

Administrator Hoy reported that at the July council meeting, the Council voted to move forward with the process to adopt Ord. #287 updating the tobacco ordinance to include T-21. She told the council she'd received a call from the Coalition of Neighborhood Retailers asking if the City was going to hold a public hearing or notify retailers before adopting the T-21 Ordinance. Hoy said she checked with Joel Jamnik, City Attorney, and he told her there is no prescribed statutory process other than the general 10 day notice the legislature passed a few years ago for all ordinances but he believed that every city they represent has had some type of hearing after notifying licensees. Sullivan moved, and Knowles seconded to call for a public hearing on adoption of City Ord. #287 to be held at 6:30 p.m. on Tuesday, Sept. 3, 2019. Motion carried 5-0.

CAPITAL IMPROVEMENT PROJECTS

Amend Performance Bond Requirement to 100% of Bid Amount

Hoy reported that the initial contracts with Roof Tech and St. Florian Remodelers required a Performance Bond in the amount of 150% of the bid amount, which she said appeared to be the normal amount for large street improvement projects, but not for smaller projects. She reported that Roof Tech had called her and requested the Performance Bond requirement be reduced to 100% of the bid amount. Ethen moved, and Sullivan seconded to amend the contract amounts for the Capital Improvement Projects to 100% of the bid amount. Motion carried 5-0.

Res. 19-13 Awarding \$273,000 G.O. Capital Improvement Plan Note, Series 2019B:

The council reviewed Res. 19-13 awarding the \$273,000 General Obligation Capital Improvement Plan Note, Series 2019B. Sullivan moved, and Kunshier seconded to adopt Res. 19-13 awarding the \$273,000 General Obligation Capital Improvement Plan Note, Series 2019B. Motion carried 5-0.

\$273,000 G.O. Capital Improvement Loan Agreement:

The council reviewed the \$273,000 General Obligation Capital Improvement Loan Agreement with First Independent Bank. Sullivan moved, and Kunshier seconded to approve the loan agreement as drafted. Motion carried 5-0.

FINAL CITY ADMINISTRATOR CONTRACT

The council reviewed the executed employment contract with Angela Grafstrom as the new City Administrator, with a hire date of Sept. 3, 2019 at Step 2 of the 2019 Salary Schedule. Ethen moved, and Sullivan seconded to approve the contract as executed. Motion carried 5-0.

MEMORIAL STATUE FOR PARK

Bob Ciszewski from the Vietnam Veterans and Helen Swenson addressed the council with the request to put a memorial statue of a soldier in Freedom Park. Sullivan moved, and Carlson seconded to approve the process to move forward, requesting that they come back as the project progresses for the exact location of the statue. Motion carried 5-0.

\$2,500 CENTERPOINT ENERGY GRANT AWARD

Administrator Hoy reported that the City of Braham received a \$2,500 Community Partnership Grant from CenterPoint Energy for Police Department radios. The council extended its gratitude to CenterPoint Energy for investing in the safety of the Braham Community, and asked that a thank you note be sent to CenterPoint.

BRAHAM FIREFIGHTER'S RELIEF RAFFLE PERMIT

The council reviewed the Raffle Permit Application from the Braham Firefighter's Relief Assn to be held with their Oct. 11, 2019 Chili Feed. Sullivan moved, and Knowles seconded to approve the Raffle Permit Application for the Braham Firefighter's Relief Association as presented. Motion carried 5-0.

PLANNING & ZONING

Rezoning Request from John Fuhr

Zoning Administrator Marshall Lind presented a request from John Fuhr to rezone 6.04 acres located on the corner of Elmhurst Ave S. and 3rd St. SW from R-1 to R-2 for the purpose of building 8-Plex units on the property. Lind reported that the Braham Planning Commission meeting on July 23, 2019 lacked a quorum, but that the two Planning Commission members present did recommend the council approve the rezoning request. Discussion followed. Carlson moved, and Knowles seconded to approve the request to rezone 6.04 acres located on the corner of Elmhurst Ave S. and 3rd St. SW from R-1 to R-2. Motion carried 5-0.

Variance Request from John Fuhr

The Variance Request was withdrawn by Mr. Fuhr.

Order of Removal of Illegal Structure

At the June 4 council meeting, the council authorized City Zoning Administrator Marshall Lind to proceed with the enforcement process on 310 WCD. Lind sent a Notice of Hazardous Building to the owner on June 11, 2019 giving him until July 12, 2019 to respond. At this meeting, Lind informed the council that he had received no response from the property owner. The council reviewed the Order for Removal of Illegal Structure as the next step for enforcement. Lind reported that if there is no response within 20 days of the Order, a Motion of Summary Enforcement would be made to the Isanti County District Court.

Ethen moved, and Sullivan seconded to authorize the Order of Removal of Illegal Structure to be sent to the property owner. Motion carried 5-0.

Updated Pictometry Promo

Lind informed the council that the City had been offered the opportunity to participate in an updated aerial photo of the City for \$4,379 or possibly \$3,771 if Isanti would go in on this update with Braham. Discussion took place on the benefit of having an updated aerial photo of the City, and the information that could be pulled from the Pictometry. Ethen moved, and Knowles seconded to approve the City's participation in the Pictometry. Motion carried 5-0.

ADD ONS:

SPECIAL EVENT PERMIT APPLICATION – FRIENDSHIP CHURCH OF GOD

Ethen moved, and Kunshier seconded to approve a Special Event Permit for Friendship Church of God to close off a section of N. Cherry from WCD to the church's north property line for a church event on Weds., Sept. 11, 2019, contingent upon receiving the application and meeting any requirements. Motion carried 5-0.

INTERIM USE PERMIT & LIQUOR LICENSE AMENDMENT FOR
RAVEN PROPERTIES ON AUGUST 17, 2019

Sullivan moved, and Ethen seconded to approve the Interim Use Permit and Liquor License Amendment for Raven Properties DBA Braham Pizza Pub to host the Braham Snappers Baseball Beer Bust/Bean Bag Tournament on their property on Saturday, August 17, 2019, contingent upon meeting all City requirements. Motion carried 5-0.

Respectfully Submitted,

Sally A. Hoy
City Administrator