

MINUTES OF THE REGULAR MEETING  
OF THE BRAHAM CITY COUNCIL  
TUESDAY, MAY 10, 2016  
7:00 P.M.

The meeting was called to order with the following present: Mayor Patricia Carlson; Council Members Wayne Seiberlich, Vicky Ethen, Jeremy Kunshier, and Traci Leaf. City Administrator Sally Hoy was absent.

No one was present from the press. Chief Knowles was present.

The council opened the meeting with The Pledge of Allegiance.

Ethen moved, and Seiberlich seconded to approve the minutes of the April 5, 2016 Public Hearing and Regular Council Meeting. Motion carried 5-0.

Leaf moved, and Kunshier seconded to approve payment of the April bills and payrolls. Motion carried 5-0.

Seiberlich moved, and Leaf seconded to accept the agenda as printed. Motion carried 5-0.

Chief Knowles gave the police report. He reported 394 calls for service in April. He noted that all the new part-time officers were out on their own now, and that one of them is being background checked for another job.

#### BANKING TRANSACTIONS

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

4/8/16 Transferred \$7,176 from Lottery Checking to General Checking to reimburse for March lottery payouts

4/27/16 Transferred \$193.44 from Lottery Checking to General Checking to reimburse for banners Jacque had made for the Spring Tasting.

Rescind April motion that authorized a \$15,000 transfer from the General Fund 101 to the New Fire Department Tender Debt Service Fund 304. I heard back from Chad Struss, Isanti County Treasurer/Auditor, about the resolution to allow the City to levy for less than what the bond resolution requires for the Fire Truck Debt Service, due to 40% of the debt payments being paid by the townships (See April minutes). Because the statute requirement authorizing a city to levy less than the bond resolution is so strict, he suggested another way we can cover this through just the budgeting and levies process that will avoid doing this resolution, which also avoids tying up the \$15,000 for 10 years.

Motion carried 5-0.

## RES. 16D-2 ACCEPTING APRIL DONATIONS

Ethen moved, and Seiberlich seconded to adopt Res. 16D-2 approving the April 2016 donations. Motion carried 5-0.

## ENGINEERING

### Ratify Res. 16-14 Calling for Improvement Hearing for the 2016 Street Improvement Project.

Bid opening on the 2016 Street Improvement project was held on April 29, where only one bid was received, from Knife River in the amount of \$746,676.80.

City Engineer Brian Miller informed the council that the bid was higher than expected due to several reasons, one being that a laundry list of items had been tacked onto the project, including 4<sup>th</sup> St SW, S. Elmhurst being changed to a full reconstruct due to poor soils and frost boils in the spring.

Miller said that with regard to the Southview project, Administrator Hoy and he discussed how the assessments were handled on the 2013 Street Improvement Project, and that large parcels that could be subdivided were given only one assessment with the understanding that if they did subdivide in the future, those added lots would be assessed equal to the term of the assessments, so the number of approved units for the assessments dropped. He said the cost of the Southview construction was higher than expected, but the bigger factor in changing the assessment amount was because there were less units to divide that cost. He said because of the increase, the City was required to have a new public hearing.

He said that with S. Elmhurst, the only properties are the School and the City's Wastewater Plant, which has property on both sides of the road. He said the only other property on Southview is one that has a house on Ferndale, and because of the City's practice that assessments are based on the street address, and the fact that their property abutting S. Elmhurst is all wetland and judicial ditch, they have no useful property to assess.

Kunshier moved, and Seiberlich seconded to ratify adoption of Res. 16-14 calling for and Improvement Hearing for the 2016 Street Improvement Project. Motion carried 5-0.

### Set Special Council Meeting for May 24, 2016 to Follow the 7:00 p.m. Public Hearing

Miller said that with the S. Elmhurst project, the timing was tied to the period when school would be out for the summer. He said the contract requires the contractor to have the project substantially completed by the time school starts in the fall, so that was the need to have the meeting following the public hearing.

Discussion took place regarding the soil conditions on S. Elmhurst, which Miller said was located from 8<sup>th</sup> St. SW up to the High School on S. Elmhurst, and the history of the prior reconstruction of S. Elmhurst for the school, and that the City had held off accepting the road until it was reconstructed to meet the City's standards.

The council called a special meeting to follow the 7:00 p.m. public hearing on May 24, 2016.

## CITY POLICY FOR PLAQUES

The council discussed adopting a policy for giving plaques to volunteers who have served up to a benchmark of years. The consensus of the council was to recognize volunteers, and Council Member Ethen noted she liked the idea of doing something different than a plaque on the wall, finding something more personal or geared to the person or their service. Ethen moved, and Seiberlich seconded to adopt a policy to acknowledge retiring volunteers who have served contiguously for 10 or more years in service to the City with a recognition tailored to their type of service (council excluded).

Discussion took place regarding recognition of employees. Seiberlich moved, and Kunshier seconded to, moving forward from 2016, recognize employees every 5 years on their anniversary date of their hire with a token of appreciation, and to recognize current employees who have passed the 5-year benchmarks already with an employee picnic. Motion carried 5-0.

#### REDUCE SPEED LIMIT ON SOUTHVIEW AVENUE

Discussion took place regarding reducing the speed limit on Southview Avenue to 25 mph. Seiberlich moved, and Ethen seconded to reduce the speed limit to 25 mph, and adding two additional speed limit signs for a total of four 25 mph signs on Southview Avenue. Motion carried 5-0.

#### HIGH POINT PARK UPDATE

Mayor Carlson reported that after discussing it with Council Member Ethen, she went ahead and ordered play equipment for High Point Park. She noted that this park has needed play equipment for a very long time, and money was sitting in the Park Board. She said it would be a community build project, because that also saved on the cost. She said the date set for the community build is Friday, June 24, 2016.

#### SPECIAL EVENT PERMIT APPLICATION – FRIENDSHIP ASSEMBLY OF GOD

The council reviewed the application from Friendship Assembly of God for a special event permit to hold their Braham Family Fest Event on August 13, 2016. They have held this event in past years without any problems. They are requesting approval to have a petting zoo in Freedom Park as part of their event this year, and possibly 1-2 food wagons.

Kunshier moved, and Ethen seconded to approve the special event permit for the Friendship Assembly of God for August 13, 2016, contingent upon

- a) Park representatives' approval.
- b) The church obtaining proof of a MDH food license for any food vendors.
- c) Certificate of Liability Insurance listing the City of Braham as additionally insured.
- d) Park Deposit of \$100.

Motion carried 5-0.

## ANNUAL WELLHEAD PROTECTION PROGRESS REPORT

The council reviewed the annual City's Wellhead Protection Implementation Plan for 2015. Seiberlich moved, and Ethen seconded to approve the report as presented. Motion carried 5-0.

## AGREEMENT WITH ISANTI COUNTY FOR PROSECUTION SERVICES

Ethen moved, and Kunshier seconded to approve a 3-year agreement with Isanti County for prosecution services, with no rate increase. Motion carried 5-0.

Ethen moved, and Seiberlich seconded to adjourn. Motion carried 5-0.

Respectfully Submitted,

Sally A. Hoy  
City Administrator