

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL OF THE CITY OF NORTH BRANCH IN THE COUNTY OF CHISAGO AND IN THE STATE OF MINNESOTA

REGULAR SESSION

June 9, 2015

CALL TO ORDER: The North Branch City Council met in regular session and Mayor Hagen-Kennedy called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE:

ROLL CALL: Councilmembers present were Kathy Blomquist, Theresa Furman, Kirsten Hagen-Kennedy, Joyce Borchardt, and Robert Canada. Staff members present were City Administrator Konrad, Finance Director Hill and City Attorney Helmers.

Mayor Hagen-Kennedy provided a State of the City address.

PUBLIC COMMENT:

CONSENT AGENDA:

- Claims
- ~~Minutes – May 7, 2015 Work Session~~
- Minutes – May 12, 2015 Regular Session
- Ordinance No. 228-15 and Summary Ordinance – Sewer Regulations and Fee Structure

Konrad indicated that Councilmember Blomquist had requested the removal of Consent Agenda Item B.

Motion by Furman, seconded by Canada, to approve the Consent Agenda as amended. All voted AYE. Motion carried.

PUBLIC HEARINGS:

NONE

COMMITTEE/COMMISSIONS:

7a PLANNING COMMISSION

i. Meeting Update

INFO

Furman provided an overview of the work session discussion noting it was mainly discussion of ingress and egress for ESSBY.

7b ECONOMIC DEVELOPMENT AUTHORITY

i. Meeting Update

Blomquist provided an overview of the EDA meeting noting there was a presentation on Down Payment Assistance. Blomquist also noted there was discussion on working with Habitat for Humanity to build a home in ESSBY.

7c PARK COMMISSION NONE

7d WATER AND LIGHT COMMISSION NONE

- i. Meeting Update
Furman noted for the record that on February 17 a motion was made that she seconded that every customer needs to be metered. The concern was why she didn't vote to meter at the main and, to her, the policy given was not good policy, in her opinion because it treated certain residents differently than others. Blomquist stated that at the March meeting Furman tried to rescind that motion. The Mayor noted that the meeting was getting off topic and moved the meeting on.

STAFF REPORTS:

8a ENGINEERING/PUBLIC WORKS NONE

8b ADMINISTRATION

- i. **State Dispute Resolution Program**
Konrad noted that she contacted the League of Minnesota Cities and the State Office for Dispute Resolution and Collaboration for assistance and Council, at the work session expressed interest in hearing more. Mariaha Levison from the State presented information on how her department would be able to provide assistance to the City.

Motion by Furman, seconded by Canada, to proceed with Dispute Resolution program offered through the League and State. All voted AYE. Motion carried.

- ii. **Leave Donation Program**
Motion by Hagen-Kennedy, seconded by Canada, to approve addition of leave donation program to the Personnel Policy.

Canada asked if there is a cap on hours. Konrad explained that any one employee can access up to 400 hour if the hours are available. There is also a cap of 24 hours in a calendar year for donations and they must have 80 hours remaining in the bank before being allowed to donate.

After discussion, All voted AYE. Motion carried.

8c BUILDING
i. **Activity Report INFO**

8d FINANCE

i. Budget Process – Meeting Date Selection

Council discussed options for the budget meeting schedule. It was the consensus to have the meetings as part of the regular work sessions in July and August. The July 3 work session was cancelled and an alternate meeting was seconded for July 23.

Motion by Borchardt, seconded by Blomquist, to designate the first hour of the second July work session, add a work session on July 23 and both August work sessions for budget.

Furman would like to have an email with the dates.

After discussion, All voted AYE. Motion carried.

ii. Activity Report

INFO

8e LEGAL

8f PUBLIC SAFETY

NONE

8g OTHER

NONE

NOTICES AND COMMUNICATIONS:

9a Midsummer Days Activities

INFO

9b Chisago County Broadband Survey

INFO

Blomquist provided information on views of the City website.

Canada reported there was a recent house burn that was very good training. June 27 the Fire Department will participate in Straw Days and Midsummer Days.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

NONE

MAYOR AND COUNCIL:

12a Upcoming Agendas

INFO

12b Code of Conduct/Council Bylaws

Motion by Furman, seconded by Borchardt, to remove from the table. All voted AYE. Motion carried.

Motion by Furman, seconded by Borchardt, to approve the Code of Conduct, Council Bylaws with amendments to Majority Rule/Minority Rights section as suggested by the City Attorney.

Blomquist asked for clarification on quasi-judicial. That would be testify at a public hearing of the planning commission because their decision comes

back to the Council. City Attorney Helmers indicated that would be the type of hearing this potentially come up as. Case was a CUP where it appeared that a councilmember had prejudged the issue because they had testified against granting the permit at the initial hearing.

After discussion, all voted AYE. Motion carried.

12c Blomquist – Rushline Update

Blomquist provided an update on the Rushline Corridor.

Council cancelled the first July work session.

Motion by Borchardt, seconded by Canada to adjourn. All voted AYE. Motion carried.

ADJOURNED: at 7:58 p.m.

Respectfully submitted,

Bridgitte Konrad, City Administrator
jrl/TOSS