

BEMIDJI CITY COUNCIL AGENDA

Monday, October 15, 2018

Council Chambers
City Hall – 317 4th Street NW
6:00 P.M.



- ROLL CALL
- PLEDGE OF ALLEGIANCE TO THE FLAG
- AMENDMENTS TO AGENDA

MINUTES

- 1) Regular Council: October 1, 2018

CONSENT AGENDA

Items in the Consent Agenda are approved with one motion without discussion/debate. The Mayor will ask if any Council member wishes to remove an item. If no items are to be removed, the Mayor will then ask for a motion to approve the Consent Agenda.

- 2) Claims Submitted by Finance Officer in the amount of \$848,810.14
- 3) Claims Submitted by VenuWorks for the Sanford Center in the amount of \$83,869.20
- 4) Business License Renewals for 2019
- 5) Resolution Approving an Application to Conduct Off-Site Gambling from November 15-17, 2018 (North Country Snowmobile Club)
- 6) Declare Certain Equipment Utilized at the Sanford Center as Surplus Property
- 7) Waive Various City Permit Fees for Habitat for Humanity – 721 9th St NW (\$1,458.00)
- 8) Accept the MN Bureau of Criminal Apprehension Financial Crimes Task Force JPA
- 9) Travel Authorization – CGMC Fall Conference, November 15-16 – Johnson, Meehlhause, Albrecht

CITIZENS WITH BUSINESS BEFORE THIS COUNCIL – NOT ON AGENDA

Public Comment – Please give your name, address and state your concern/comment. Visitors may share their concerns with City Council on any issue, which is **not** already on the agenda. Each person will have **3 minutes** to speak. The Mayor reserves the right to limit an individual's presentation if it becomes redundant, repetitive, irrelevant, or overly argumentative. The Mayor may also limit the number of individual presentations on any issue to accommodate the scheduled agenda items. All comments will be taken under advisement by the Council. **PLEASE BE ADVISED THAT THE COUNCIL WILL TAKE NO ACTION AT THIS TIME.**

REPORT(S)

- Bemidji Youth Advisory Commission

NEW BUSINESS

- 10) Conduct a Public Hearing on Proposed Assessments for the 2018 Street Renewal Project (City Project #18-01)
 - Resolution Adopting Assessment Rolls for City Project #18-01 - 2018 Street Renewal Project
- 11) Consider Bemidji Volunteer Firefighters' Relief Association (FRA) Pension Benefit
- 12) Authorize Replacement of Sanford Center Boiler

Bemidji—Regional Center Amenities with Small Town Character

ORDINANCE

- 13) First Reading of an Ordinance Amending Fee Schedule for 2019

- 14) Final Reading of an Ordinance Amending Ordinance Annexing Property Contiguous to Jefferson Avenue SW, Mikrantip Road SW and Mag Seven Court SW to the Corporate Limits of the City of Bemidji (Headwaters Unitarian Universalist Fellowship, Inc.)
 - Authorization to Publish Summary of Said Ordinance

- 15) Final Reading of an Ordinance Amending Ordinance Annexing Property Contiguous to Division Street West or CSAH 7 to the Corporate Limits of the City of Bemidji (Loonesota, Inc.)
 - Motion to Accept Changes after Second Reading
 - Authorization to Publish Summary of Said Ordinance

- **UPCOMING MEETINGS**

- Monday, October 22 5:30 p.m. Sp. Work Session (OtterTail Power)
- Monday, October 29 5:30 p.m. Sp. Work Session (City Wells)
- Monday, November 5 6:00 p.m. Council Meeting
- Tuesday, November 6 ELECTION DAY

- **MAYOR AND COUNCIL REPORTS**

- Please limit your committee updates/reports to 4 minutes

- **ADJOURN**

CITY COUNCIL PROCEEDINGS

BEMIDJI, MINNESOTA

Regular Meeting – October 1, 2018

Pursuant to due call and notice, a regular meeting of the City Council of the City of Bemidji, Beltrami County, Minnesota, was held on Monday, October 1, 2018 at 6:00 p.m. in the Council Chambers of City Hall, Mayor Albrecht presiding.

Upon roll call, the following Councilmembers were declared present: Albrecht, Meehlhause, Hellquist, Johnson, Lehmann, Erickson, Larson.

Staff Present: City Manager Nate Mathews, Finance Director Ron Eischens, Public Works Director/City Engineer Craig Gray, Assistant City Engineer Sam Anderson, City Clerk Michelle Miller

AMENDMENTS TO AGENDA

Mayor Albrecht called for any amendments to the agenda. **Motion by Johnson, seconded by Lehmann, to approve the agenda as presented. Motion carried by unanimous vote.**

MINUTES

The following minutes were presented for approval:

Regular Council:	September 17, 2018
Work Session:	September 24, 2018

Motion by Johnson, seconded by Larson, to approve the minutes as presented. Motion carried by unanimous vote.

CONSENT AGENDA

The following Consent Agenda items were presented for approval. **Motion by Erickson, seconded by Meehlhause, to approve the Consent Agenda items as follows:**

1. Claims Submitted by Finance Officer in the amount of \$1,288,829.87
2. Claims Submitted by VenuWorks for the Sanford Center in the amount of \$52,483.31
3. Miscellaneous Business Licenses for 2019
4. Miscellaneous Liquor Licenses for 2018
5. Appointment of Randi Su Tanem to the Charter Commission
6. **RESOLUTION NO. 6180:** Adopting the Assessment Roll for Delinquent Utility Bills for 2018
7. Approve Purchase of Pickup Truck for Water/Sewer Department from Bob Lowth Ford in the amount of \$32,250.10

Motion carried by unanimous vote.

CITIZENS NOT ON AGENDA

Brad Kingery spoke about an upcoming event hosted by Citizens Climate Lobby.

REPORTS

Bemidji Youth Advisory Commission – No one appeared.

Bemidji Strategic Alignment Initiative – Dave Hengel, Greater Bemidji Executive Director, spoke about an alignment initiative of four organizations including Greater Bemidji, Visit Bemidji, Chamber of Commerce and Bemidji Downtown Alliance. This alignment would help to focus on working together and partnering on shared goals. However, each organization will continue to function independently.

Sister City Relationship – Filottrano Trip – Gary Rozman, History Center Executive Director, spoke about his trip to Filottrano, Italy. He will continue to work on developing a Sister City Relationship by forming a community sister city committee with the guidance from Sister City International.

NEW BUSINESS

Conduct a Public Hearing on Proposed Assessment of Costs Associated with Lot Maintenance and Other Miscellaneous Work Done by the City on Private Property

Pursuant to published notice, a Public Hearing was held to receive input regarding Proposed Assessment of Costs Associated with Lot Maintenance and Other Miscellaneous Work Done by City on Private Property. Mayor Albrecht opened the Public Hearing at 6:59 p.m., hearing no comments the public hearing was closed.

Erickson questioned the cost associated to parcel number 80.00749.00 (vacant lot located on 29th Street NW) incurred from demolition of a hazardous building. Erickson would like to get clarification from the City Attorney in relation to tax forfeiture and the timing of certifying the cost to the county assessor.

Motion by Erickson, seconded by Meehlhause to approve the resolution with the removal of parcel number 80.00749.00 from the assessment roll. The process of adopting the assessment roll was discussed; thereupon, Erickson withdrew her motion.

RESOLUTION NO. 6181: Adopting Assessment Roll for Costs Associated with Lot Maintenance and Other Miscellaneous Work Done by the City on Private Property in 2018 with parcel number 80.00749.00 in the amount of \$8,839.20 being contingent upon review by the city attorney was offered by Councilmember Erickson who moved its adoption, and upon due second by Councilmember Meehlhause passed by the following vote: Ayes: Albrecht, Meehlhause, Hellquist, Johnson, Lehmann, Erickson, Larson. Nays: None.

Lake Irving Phosphorus Treatment Recommendation and Approval to Apply for Grants

Gray summarized the Lake Irving Phosphorus Treatment Feasibility Report prepared by Howard R Green and the recommended alternatives. As part of the 2019 MS4 permitting process, the City will need to demonstrate the treatment of phosphorus in that application. The proposed project would be conducted within the ditch that runs through the City's Rako Street property, which drains directly into Lake Irving. Of the four alternatives, Gray recommends Alternative 2 which shows an estimated load reduction of 221 pounds of phosphorus per year. Due to the partnership with the Mississippi Headwaters Board (MHB) and the Beltrami County Soil and Water Conservation District (SWCD) it is possible the City could have very little financial participation with the project, however, there will be future maintenance costs. The SWCD has agreed to be the fiscal agent for the grant, with MHB applying for the grant. MHB also stated that Enbridge Energy would pay for the 20% match if a grant is awarded. The city would become the owner of the project once completed. Council noted that due to the City's MS4 designation, the city is under higher standards for treating contaminants, however, all citizens should take part in keeping our rivers and lakes clean.

Motion by Erickson, seconded by Meehlhouse approving Alternative 2 and authorizing the SWCD and MHB to apply for grants for the project. Motion carried by unanimous vote.

Resolution Authorizing Feasibility Study for 2019 Street Renewal Project – City Project 19-01
Sam Anderson, Assistant City Engineer, summarized the results of 10 years of the annual street renewal project and provided a proposed list of 2019 streets to be included in a feasibility study:

Pershing Avenue	1 st Street East – 3 rd Street SE
8 th Street NE	Bemidji Avenue – Lake Blvd
Dewey Avenue	Scott Avenue – Grant Avenue
Gemmel Avenue	Paul Bunyan Drive – Cul de Sac (end)
McKinley Avenue	3 rd Street SE – 4 th Street SE

Anderson stated that the feasibility report is the first step in the Chapter 429 assessment process and will outline the proposed improvements, project costs, preliminary assessments and the feasibility of the proposed project. The Council will review the report in December and staff will hold a neighborhood meeting to outline the proposed project to the affected property owners.

RESOLUTION NO. 6182: Authorizing Feasibility Study for 2019 Street Renewal Project – City Project 19-01 was offered by Councilmember Meehlhouse who moved its adoption, and upon due second by Councilmember Erickson, was passed by unanimous vote.

Approval of Americans with Disabilities Act (ADA) Transition Plan – City Project 18-08

Anderson stated that the Federal Highway Administration (FHWA) has enacted a requirement that all local agencies with greater than 50 employees, who are scheduled to receive federal funding in the 2019-2022 State Transportation Improvement Plan (STIP), must develop and adopt an Americans with Disabilities (ADA) Transition Plan. If this plan is not adopted, the city risks losing federal funding for their transportation projects. The City is scheduled to receive \$860,000 of federal funding in 2019 for the 30th Street and Hannah Avenue project. The ADA transition plan includes 44.5 miles of sidewalks and trails that are not compliant. The plan is to update these facilities as part of the annual street reconstruction program.

Motion by Meehlhouse, seconded by Johnson to Approve the Americans with Disabilities Act (ADA) Transition Plan - City Project #18-08. Motion carried by unanimous vote.

Authorizing Engineering and Design Services for 2019 Federal Aid Street Project for the Reconstruction of 30th Street and Hannah Avenue – City Project 19-02

Gray stated that \$860,000 of federal highway funding will be available in 2019 to complete the remainder of the reconstruction work on 30th Street and a project on Hannah Avenue. The proposed project will be a continuation of the 2015 project that narrowed 30th Street and added a 10 foot trail on the north side of the road. This would complete 30th Street, pick up the project at Ridgeway Avenue and continue to Hannah Avenue. They will also be looking at narrowing Hannah Avenue from 30th Street to Paul Bunyan Drive to include a sidewalk.

Motion by Lehmann, seconded by Erickson, authorizing the city engineer to begin project development and design work on the 2019 Anne Street and Hannah Avenue Reconstruction Projects – City Project 19-02. Motion carried by unanimous vote.

Write-Off of Loan Fund Balance with Wayzata Hospitality

In 2014, Council approved a \$400,000 loan to Wayzata Hospitality to construct a connecting link between the Sanford Center and Country Inn & Suites Hotel. The link was completed and the construction accepted by the City. Since that time, Wayzata Hospitality has been through a foreclosure action and the court has approved the sale of the hotel to a third party, free and clear of any junior liens, such as this loan. Staff does not recommend pursuing any further action to recoup this money and seeks council direction to write-off the remaining loan balance of \$332,416.67 and accrued interest from Wayzata Hospitality. Erickson stated that while this bad debt is unfortunate, the city did receive value in the link being constructed.

Motion by Erickson, seconded by Johnson, authorizing the write-off of the remaining loan balance of \$332,416.67 and accrued interest from Wayzata Hospitality effective September 30, 2018. Motion carried by unanimous vote.

ORDINANCE

Pursuant to published notice, a Public Hearing was held to receive input regarding an Ordinance Amending Ordinance Annexing Property Contiguous to Jefferson Avenue SW, Mikrantip Road SW and Mag Seven Court SW to the Corporate Limits of the City of Bemidji Regarding Payment of Property Taxes to the Township (Headwaters Unitarian Universalist Fellowship, Inc.). Mayor Albrecht opened the Public Hearing at 7:54 p.m., hearing no comments the public hearing was closed.

AN ORDINANCE an Ordinance Amending Ordinance Annexing Property Contiguous to Jefferson Avenue SW, Mikrantip Road SW and Mag Seven Court SW to the Corporate Limits of the City of Bemidji Regarding Payment of Property Taxes to the Township (Headwaters Unitarian Universalist Fellowship, Inc.) was given a second reading.

Pursuant to published notice, a Public Hearing was held to receive input regarding an Ordinance Amending Ordinance Annexing Property Contiguous to Jefferson Avenue SW, Mikrantip Road SW and Mag Seven Court SW to the Corporate Limits of the City of Bemidji Regarding Payment of Property Taxes to the Township (Headwaters Unitarian Universalist Fellowship, Inc.). Mayor Albrecht opened the Public Hearing at 7:55 p.m., hearing no comments the public hearing was closed.

AN ORDINANCE an Ordinance Amending Ordinance Annexing Property Contiguous to Jefferson Avenue SW, Mikrantip Road SW and Mag Seven Court SW to the Corporate Limits of the City of Bemidji Regarding Payment of Property Taxes to the Township (Headwaters Unitarian Universalist Fellowship, Inc.) was given a second reading.

ORDINANCE NO. 152, 3RD SERIES, AN ORDINANCE Amending Chapter 4 of the Bemidji City Code Entitled “Alcoholic Beverages” by Amending the Provisions Relating to Proof of Age was given a final reading and passed by unanimous vote.

Motion by Meehlhause seconded by Lehmann approving publication of a summary of Ordinance No. 152, 3rd Series. Motion carried unanimously.

UPCOMING COUNCIL MEETINGS

- Wednesday, October 3 5:00 p.m. Council Retreat – Mayflower Building
- Monday, October 15 6:00 p.m. Council Meeting

COUNCIL/STAFF REPORT

- Council members provided updates on current events and meetings.

ADJOURN

There being no further business, motion by Meehlhause, seconded by Hellquist, to adjourn the meeting. Motion carried. Meeting adjourned at 8:11 p.m.

Respectfully submitted,



Michelle R. Miller
City Clerk

DRAFT

Bill List Summary

October 15th, 2018

<u>Check /Wire</u>	<u>Vendor</u>	<u>Amount</u>
25627 - 25751	See Attached List	<u>848,810.14</u>
		\$ 848,810.14
	TOTAL	\$ 848,810.14

Accounts Payable

Blanket Voucher Approval Document

User: denisea
Printed: 10/11/2018 - 11:57AM
Warrant Request Date: 10/16/2018
DAC Fund:



COUNCIL BILL LIST

Line	Claimant	Voucher No.	Amount
1	292 Design Group, Inc.	000025627	1,243.07
2	Absolute Fire Protection	000025628	14,056.00
3	Accela, Inc. #774375	000000000	839.00
4	Acme Tools-Bemidji	000025629	179.00
5	Alerus Retirement and Benefits	000000000	70.00
6	Ameripride	000000000	1,174.93
7	Amity Graphics	000025630	601.17
8	Artisan Beer Company	000025631	612.70
9	Auto Value Bemidji	000025632	228.91
10	Battery Wholesale Inc-Bemidji	000025633	3.98
11	Bellboy Corporation	000000000	1,554.00
12	Beltrami County Auditor/Treasurer	000025634	26,582.76
13	Beltrami County Highway Dept.	000025635	3,534.00
14	Beltrami County License Center	000025636	20.00
15	Beltrami County Recorder	000025637	46.00
16	Beltrami County Solid Waste	000025638	37.81
17	Beltrami Electric Coop	000025639	894.98
18	Bemidji Brewing	000025640	2,362.10
19	Bemidji Coca-Cola Bottling Co, Inc	000025641	546.37
20	Bemidji Coop Ass'n, Inc.	000025642	411.52
21	Bemidji Oil & Propane Inc	000025643	1,571.96
22	Bemidji Paper Sales, Inc.	000000000	1,252.34
23	Bemidji Pioneer Volunteer Firemen	000025644	199,311.85
24	Bemidji School District	000025645	24,672.02
25	Bemidji Veterinary Hosp.	000025646	180.00
26	Bernick's	000000000	18,291.59
27	Bessler Wiebolt Electric	000025647	2,630.92
28	Beverage Wholesalers	000025648	120.40
29	Bitker, Cristopher	000000000	20.00
30	Black, Nicholas	000025649	15.00
31	Bluefin Payment Systems	000000000	1,529.00
32	Bob Lowth Ford, Inc.	000025650	907.17
33	Bob's Towing	000025651	125.00
34	Bolton & Menk, Inc.	000025652	1,982.50
35	Bonded Lock & Key of Bemidji	000025653	15.50
36	Breakthru Beverage Minnesota Wine & Spirits, LLC	000025654	17,674.34
37	Brogren, Robert	000000000	253.00
38	Brouse, Nathan	000000000	253.00
39	Carlos Creek Winery	000025655	264.00
40	Case, Brett	000000000	233.68
41	City of Bemidji	000000000	42,549.25
42	City of Clearbrook	000000000	2,024.74
43	City of Minneapolis	000025656	689.40
44	Clark Equipment Co.	000025657	6,433.00
45	Complete Concrete Works Inc.	000025658	1,500.00

Page Total: \$379,497.96

Line	Claimant	Voucher No.	Amount
46	Crazy About Cleaning	000000000	705.00
47	Cross Nurseries, Inc.	000025659	5,910.00
48	Culligan	000025660	86.70
49	D & D Beverage, LLC	000000000	945.73
50	D-S Beverages	000025661	24,519.56
51	Dakota Supply Group, Inc.	000000000	1,039.08
52	Earl F. Andersen, Inc.	000025662	566.60
53	Electric Pump, Inc	000000000	10,885.00
54	Engineering Design Initiative	000025663	376.00
55	Eurofins Eaton Analytical, LLC	000025664	6,020.00
56	Fastenal Company	000025665	110.15
57	Fenner, Kevin	000000000	47.69
58	First Data Global Leasing	000000000	39.95
59	FleetPride, Inc.	000025666	165.85
60	Forestedge Winery	000025667	1,053.00
61	Forum Communications Company	000000000	1,339.60
62	Frontier Electric of Bemidji, Inc.	000025668	633.90
63	Further - City of Bemidji	000000000	259.60
64	GABLE, DAVID S	000025669	21.70
65	Gage, Jessica	000025670	503.80
66	Gopher State One-Call	000000000	676.15
67	GovOffice LLC	000025671	3,545.00
68	Grape Beginnings, Inc.	000025672	966.00
69	Graphic FX	000025673	585.28
70	Gregg's Plumbing & Heating	000025674	171.90
71	Hawkins, Inc.	000000000	9,521.40
72	HBI Radio Bemidji	000025675	1,990.68
73	Heimkes, Paul R.	000025676	8,177.00
74	Hill's Country Greenhouse	000025677	831.98
75	Hoefer, David	000000000	198.50
76	Hokuf, Sharon	000025678	70.00
77	InfoGroup	000025679	745.14
78	Ink Spot Press	000025680	337.52
79	Innovative Office Solutions, LLC	000025681	529.75
80	J.D. Hansen & Sons, Inc.	000025682	4,965.40
81	Jim Hirt Trucking, Inc	000025683	1,628.93
82	JOBSHQ	000025684	779.50
83	Johnson Bros., Inc.	000025685	24,572.47
84	Kennedy & Graven Charter	000025686	1,629.00
85	Kerby, Bryan	000000000	20.00
86	Kimley-Horn & Associates, Inc.	000025687	1,385.00
87	Kitchigami Regional Library	000025688	68,132.00
88	KLM Engineering, Inc	000025689	1,500.00
89	Lake of the Woods County	000000000	2,687.62
90	Lakes Gas	000025690	404.50
91	Larson Environmental Consulting	000025691	1,425.00
92	Larson, Marcia	000000000	296.70
93	Lawson Products, Inc.	000025692	313.58
94	League of MN Cities	000025693	45.00
95	League of MN Insurance Trust	000025694	426.10
96	Macqueen Equipment, Inc.	000000000	227.56
97	Mai, Casey	000000000	417.20
98	MailFinance	000025695	179.10
99	Maney Int'l of Alexandria, Inc.	000025696	249.94
100	Marco, Inc.	000000000	19.90
101	McKinnon Co., Inc.	000025697	10,279.85
102	McMaster-Carr Supply Co.	000000000	43.81

Page Total: \$205,203.37

Line	Claimant	Voucher No.	Amount
103	Menards-Bemidji	000000000	534.80
104	Meyer, Joshua	000000000	199.98
105	Miller, McDonald, Inc.	000025698	24,625.00
106	Miller, Kent	000000000	105.02
107	Minitex	000025699	364.00
108	Mission Communications, LLC	000025700	347.40
109	MN Chapter of the American Planning Association	000025701	25.00
110	MN Energy Resources	000000000	1,888.81
111	MN Treasury Division., Finance	000025702	296.00
112	MN Valley Testing Lab, Inc.	000000000	100.00
113	Mobile Repair Service & Equipment, Inc.	000025703	1,529.50
114	MoeCo Fire & Safety	000025704	196.10
115	NAPA Auto Parts	000000000	970.48
116	Nei Bottling, Inc.	000025705	174.01
117	New France Wine	000025706	504.00
118	Northdale Oil Inc.	000025707	202.50
119	Northern Paving Inc.	000025708	240.50
120	Northland Chemical Corp.	000025709	249.02
121	Northwoods Ice, Inc.	000025710	263.40
122	NW Tire, Incorporated	000025711	750.08
123	Occupational Development	000025712	39.18
124	Otter Tail Power Company	000025713	9.62
125	Paul Bunyan Communications	000025714	1,946.59
126	Paul Bunyan Mini Storage	000025715	83.00
127	Paustis & Sons	000025716	4,272.50
128	Per Mar Security Services	000025717	87.00
129	Petro Choice Lubrication Solutions	000025718	1,113.02
130	PFM Financial Advisors LLC	000025719	36,582.00
131	Phillips Wine & Spirits	000025720	13,407.51
132	Police Petty Cash	000025721	309.95
133	Port-Able John Rental & Service, Inc.	000000000	1,105.50
134	Port-O-Wild Security, Inc.	000000000	684.00
135	Postmaster	000025722	2,057.34
136	PS Mow & Snow Co	000025723	260.00
137	Raphaels Bakery Cafe	000025724	81.18
138	Richards Publishing Company	000025725	324.17
139	RMB Environmental Laboratories, Inc.	000025726	542.00
140	RMC Truck Parts	000025727	136.60
141	Roger's Two Way Radio, Inc.	000025728	14,900.00
142	Ross Lewis Sign Co.	000025729	455.00
143	Sadeks Repair & Welding, Inc.	000025730	1,531.43
144	Safety Kleen Systems, Inc.	000025731	176.00
145	Sanford Health Occupational Med.	000025732	166.00
146	Sayers, Alfreda	000025733	30.00
147	Sourcewell	000025734	80.00
148	Southern Glazer's of MN	000025735	54,859.30
149	Southside Tow & Rec, Inc	000025736	2,073.18
150	Spartz, Ron	000025737	15.00
151	Spee-Dee Delivery Service, Inc.	000025738	39.14
152	Staples Advantage	000025739	1,466.97
153	Streicher's	000025740	1,061.99
154	Superior Outdoor Solutions	000025741	250.00
155	TDS Metrocom-MN	000000000	932.86
156	Terry's Auto Electric	000025742	107.64
157	Tires Plus of Bemidji	000025743	54.38
158	TransUnion Risk and Alternative	000025744	33.00
159	UPS Store	000025745	349.44

Page Total:

\$175,188.09

Line	Claimant	Voucher No.	Amount
160	US Bank Merchant Billing	000000000	8,144.09
161	Valvoline Instant Oil Change	000025746	35.18
162	Verizon Wireless	000025747	140.04
163	Vinocopia, Inc.	000000000	2,752.00
164	VisitBemidji	000000000	49,736.74
165	W.D. Larson Companies LTD, Inc.	000025748	491.32
166	Waste Management of WI-MN	000025749	4,650.61
167	Wells Fargo-ACH	000000000	14,263.84
168	Widseth, Smith & Nolting	000025750	3,373.75
169	Wine Merchants	000025751	360.00
170	Yerbich, Landon	000000000	238.94
171	Ziegler, Inc.	000000000	4,734.21
Page Total:			\$88,920.72
Grand Total:			\$848,810.14

Sanford Center Unpaid Bills Detail All Transactions

	Open Balance
AmeriPride Services	
	112.85
	151.40
	112.85
	32.45
Total AmeriPride Services	409.55
Arrow Printing	
	70.70
	298.95
Total Arrow Printing	369.65
Athletica	
	1,021.59
Total Athletica	1,021.59
Bemidji Coca-Cola Company	
	-1,908.11
	-138.24
	314.98
	84.00
	679.10
	17.56
	8.00
	24.00
	8.00
	719.55
	144.36
	709.42
	80.40
	1,792.03
Total Bemidji Coca-Cola Company	2,535.05
Bemidji State University-Int. Media	
	900.00
Total Bemidji State University-Int. Media	900.00
Bemidji Welders Supply, Inc.	
	156.14
	175.31
Total Bemidji Welders Supply, Inc.	331.45
BSU Math Club	
	250.00
Total BSU Math Club	250.00
Cass Lake-Lake Country Lions	
	250.00
Total Cass Lake-Lake Country Lions	250.00
CI Sport	
	1,026.12
	808.84
Total CI Sport	1,834.96

Sanford Center
Unpaid Bills Detail
All Transactions

	<u>Open Balance</u>
Country Inn	
	525.60
	449.09
	788.40
	372.58
	<u>2,135.67</u>
Total Country Inn	2,135.67
Cynthia & Terrance Holter	
	3,375.00
	<u>3,375.00</u>
Total Cynthia & Terrance Holter	3,375.00
David Rosenman	
	25.00
	<u>25.00</u>
Total David Rosenman	25.00
Delta Theta Kappa	
	237.00
	<u>237.00</u>
Total Delta Theta Kappa	237.00
Dennis Noska	
	250.00
	250.00
	<u>500.00</u>
Total Dennis Noska	500.00
Forum Communications Company	
	250.00
	<u>250.00</u>
Total Forum Communications Company	250.00
Guardian Pest Solutions, Inc.	
	260.18
	<u>260.18</u>
Total Guardian Pest Solutions, Inc.	260.18
Higgins Heating, INC	
	755.13
	<u>755.13</u>
Total Higgins Heating, INC	755.13
Holmes Murphy	
	154.00
	1,010.00
	1,010.00
	<u>2,174.00</u>
Total Holmes Murphy	2,174.00
Ken-Rich Enterprises, Inc.	
	36.34
	<u>36.34</u>
Total Ken-Rich Enterprises, Inc.	36.34
Lueken's - North	
	130.47
	<u>130.47</u>
Total Lueken's - North	130.47
Luekens - South	
	162.21
	<u>162.21</u>
Total Luekens - South	162.21
NLFX Professional	
	1,220.00
	295.00
	<u>1,515.00</u>
Total NLFX Professional	1,515.00

Sanford Center Unpaid Bills Detail All Transactions

	Open Balance
ODC	
	240.91
Total ODC	240.91
Office Depot	
	145.98
	325.15
Total Office Depot	471.13
Otter Tail Power Company	
	22,311.73
Total Otter Tail Power Company	22,311.73
Paul Bunyan Communications	
	2,916.40
Total Paul Bunyan Communications	2,916.40
R&R Specialties of Wisconsin, Inc	
	301.50
	122.50
Total R&R Specialties of Wisconsin, Inc	424.00
Ross Lewis Sign Co. Inc.	
	40.00
Total Ross Lewis Sign Co. Inc.	40.00
Sandstrom's	
	230.04
Total Sandstrom's	230.04
Schindler Elevator Corporation	
	1,737.60
Total Schindler Elevator Corporation	1,737.60
Sherwin-Williams	
	271.97
Total Sherwin-Williams	271.97
Stittsworth Meat	
	3,879.98
Total Stittsworth Meat	3,879.98
T&K Outdoors, Inc.	
	430.00
Total T&K Outdoors, Inc.	430.00
Tiffany Vickaryous	
	99.27
Total Tiffany Vickaryous	99.27
VenuWorks, Inc.	
F&B Commissions	1,114.03
October Management Fee	9,500.00
Total VenuWorks, Inc.	10,614.03

Sanford Center
Unpaid Bills Detail
All Transactions

	<u>Open Balance</u>
Manual Checks & Debits	
Bernick's	1,605.00
McKinnon Company	1,517.00
D-S Beverages	1,633.00
US Foods	4,241.70
Bemidji Brewing	567.00
Merchant Services	58.37
McKinnon Company	1,464.30
D-S Beverages	3,012.50
Bernick's	1,148.70
US Foods	4,085.28
McKinnon Company	340.00
BridgePay	288.04
Bemidji Brewing	537.00
Bernick's	246.00
Total Manual Checks & Debits	<u>20,743.89</u>

TOTAL 83,869.20

Reviewed by Sanford Center Finance Subcommittee via email on 10/10/18

GENERAL BUSINESS LICENSES - 2019

Type of License	Business Name	Business Location	Fee Paid
Cigarette/Tobacco Products			
	LUEKEN'S VILLAGE FOODS - NORTH	1171 PAUL BUNYAN DR NW	\$85.00
	LUEKEN'S VILLAGE FOODS - SOUTH	609 WASHINGTON AVE S	\$85.00
	MARKETPLACE FOODS	2000 PAUL BUNYAN DR NW	\$85.00
	NORTHDAL OIL	2202 DIVISION ST W	\$85.00
	NORTHERN LIQUOR OFF SALE	3324 BEMIDJI AVENUE N	\$85.00
	NORTHERN VAPES	218 3RD STREET NW	\$85.00
	ORTONS BEMIDJI TEROSO	555 PAUL BUNYAN DR NW	\$85.00
Fuel Plant/Bulk Storage (>25,000 gal)			
	BEMIDJI AVIATION SERVICES	4125 HANGAR DR NW Large	\$95.00
Gas Station (per pump)			
	BEMIDJI CO-OP ASSOC.	320 3RD STREET NW 6 multi pumps	\$210.00
	DICK'S NORTHSIDE	100 PAUL BUNYAN DR NW 2 single	\$70.00
	MARKETPLACE FOODS	2000 PAUL BUNYAN DR NW 4 multi pumps	\$140.00
	NORTHDAL OIL	2202 DIVISION ST W 4 multi pumps	\$140.00
	ORTONS BEMIDJI TEROSO	555 PAUL BUNYAN DR NW 6 pumps	\$210.00

Hotel/Motel

Type of License	Business Name	Business Location	Fee Paid
	COUNTRY INN & SUITES	927 LAKE SHORE DR NE	\$65.00
Pawnbroker	IDEAL PAWN	265 PAUL BUNYAN DRIVE NW	\$185.00
Plumber	HILL'S PLUMBING & HEATING	WITHIN BEMIDJI CITY LIMITS PM065340	\$95.00
	PETERSON SHEET METAL, INC.	WITHIN BEMIDJI CITY LIMITS PM0448227	\$95.00
	RICK BERGSGAARD PLUMBING & HTG IN	WITHIN BEMIDJI CITY LIMITS PM059168	\$95.00
	WAGNER PLUMBING & HEATING, INC.	WITHIN BEMIDJI CITY LIMITS PM012476	\$95.00
Precious Metal Dealer	RAVENROCK JEWELRY	313 BELTRAMI AVE NW	\$95.00
Restaurant/Food Service	BURGER KING (North)	2575 HANNAH AVE NW	\$35.00
	BURGER KING (South)	1000 PAUL BUNYAN DRIVE S.	\$35.00
	CANTABRIA COFFEE COMPANY	211 2ND STREET NW	\$35.00
	CARIBOU COFFEE	2219 PAUL BUNYAN DR NW, SUITE	\$35.00
	COUNTRY KITCHEN	728 PAUL BUNYAN DR NW	\$35.00
	HARDEE'S-BOMAR FOOD SYSTEMS	205 PAUL BUNYAN DR NW	\$35.00
	LUEKEN'S VILLAGE FOODS - NORTH	1171 PAUL BUNYAN DR NW	\$35.00

Type of License	Business Name	Business Location	Fee Paid
	LUEKEN'S VILLAGE FOODS - SOUTH	609 WASHINGTON AVE S	\$35.00
	MARKETPLACE FOODS	2000 PAUL BUNYAN DR NW	\$35.00
	McDONALD'S (North)	1245 PAUL BUNYAN DR NW	\$35.00
	McDONALD'S (South)	520 PAUL BUNYAN DR SW	\$35.00
	MINNESOTA NICE CAFÉ, INC.	315 IRVINE AVENUE NW	\$35.00
	NO. 1 NEW CHINA	412 BELTRAMI AVE NW	\$35.00
	NORTHDALE OIL	2202 DIVISION ST W	\$35.00
	ORTONS BEMIDJI TEROSO	555 PAUL BUNYAN DR NW	\$35.00
	QDOBA MEXICAN GRILL	1000 PAUL BUNYAN DR S	\$35.00
	SUPER BUFFET	2450 PAUL BUNYAN DR NW	\$35.00
Secondhand Goods Dealer	MATTIE'S MENAGERIE	814 BELTRAMI AVENUE NW	\$95.00
Used Car Lots	MOTOR CITY PAWN LLC	1685 PAUL BUNYAN DR NW	\$65.00

RESOLUTION NO.

A RESOLUTION APPROVING AN APPLICATION TO CONDUCT OFF-SITE GAMBLING NORTH COUNTRY SNOWMOBILE CLUB (Sanford Convention Center)

WHEREAS, the City of Bemidji has received an application from the North Country Snowmobile Club to conduct off-site gambling from November 15-17, 2018 at the Sanford Convention Center, 1111 Event Center Drive NE, Bemidji, MN; and

WHEREAS, the City Council has expressed no opposition which would prohibit such activity at the premises noted above.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BEMIDJI, MINNESOTA, that the North Country Snowmobile Club is authorized to submit the application to conduct off-site gambling from November 15-17, 2018 at the Sanford Convention Center.

The foregoing resolution was offered by Councilmember _____, who moved its adoption, and on due second by Councilmember _____, was passed by the following vote:

Ayes:

Nays:

Absent:

Passed:

ATTEST:

APPROVED:

Michelle R. Miller, City Clerk

Rita C. Albrecht, Mayor

COUNCIL AGENDA ITEM



Meeting Date: October 15, 2018

Action Requested: Declare certain equipment utilized at Sanford Center as Surplus Property

Prepared By: Ron Eischens, Finance Director *Ron*

Reviewed By: Nate Mathews, City Manager *Nate*

Background

Venuworks staff identified equipment that is no longer necessary for use at the Sanford Center, listed on the attached. Most of the equipment represents tables, chairs and food/beverage furnishings with an estimated total value in the \$25,000 range.

Some items will be sold, with proceeds placed in the Sanford Center capital replacement fund held by the City. Other items will be traded for new equipment for the Sanford Center.

Recommendation:

Declare as surplus property those items listed on the attached.

Item	Quantity
Vulcan Warmer 2 droor	5
Prep station	1
Condiment Carts	3
Micros POS System	1
Cart of Glass wares and cambro glass holders	1
Silverware Cart	1
Silverware Container	13
Napkin Dispensors	7
Fetco Coffee Grinder	4
Hatco Pretzel Warmers	3
APW Hotdog Rollers	4
Cooktop Induction Systems	6
Master Bilt Freezer	1
Metal Bar Rail Attachments	8
Toasters	3
Mustard Containers	5
Sweet Relish Containers	2
Ketchup Containers	4
BBQ Containers	1
San Jamer Stainless Condiment Containers	5
carts of 5' round tables	4
table cart stands	6
Chair cart	1
Carts of Green Chairs	3
Base to stack Green Chair Carts on	1
JLG LIFT	1
Fetco Coffee Maker	1

COUNCIL AGENDA ITEM



Meeting Date: October 15, 2018

Action Requested: Waive Various City Permit Fees for Northwoods Habitat for Humanity Project

Prepared By: Bryan Kerby, Building Official *BK 10/12/18*

Reviewed By: Nate Mathews, City Manager *NEM*

The Bemidji City Council has historically waived fees for Northwoods Habitat for Humanity as a way to support the creation of affordable housing in Bemidji. They will be constructing a home at 721 9th St NW and have requested that City Council consider waiving the following fees:

Project address: 721 9th St NW (PIN 80.01901.00)			
(Building Permit value \$70,000; Mechanical Permit value \$10,500)			
Description	Amount	Request to Waive	To be Paid
Water Access Charge	\$845.00		\$845.00
Sewer Access Charge	\$1,830.00		\$1,830.00
Building Permit Fee	\$784.00	\$784.00	
State Surcharge	\$35.00		\$35.00
Plan Review	\$254.00	\$254.00	
Addressing Fee	\$50.00	\$50.00	
Mechanical Permit Fee	\$196.00	\$196.00	
State Surcharge	\$5.50		\$5.50
Plan Review	\$64.00	\$64.00	
Digging Permit	\$50.00	\$50.00	
Water Inspection	\$30.00	\$30.00	
Sewer Inspection	\$30.00	\$30.00	
Water Meter	\$340.00		\$340.00
Erosion Control	\$250.00		\$250.00
TOTAL	\$4,763.50	\$1,458.00	\$3,305.50

Recommendation:

Waive fees as requested by Northwoods Habitat of Humanity in the amount of \$1,458.00 for the new home at 721 9th St NW.

Officers

Dean Helgeson, President

Jeff Halverson, Vice President

Dave West, Treasurer

Judy Reese, Secretary

Tim Flathers, Past President

Board Members

Thad Bowman

Jim Pinsonneault

Laurie Buehler

Joan Nelson

Chris Hamilton

Jodi Schroeder

Patty Morris

Sarah Bruen

Gail Leverson

Randy Fossum

Our Mission:

*Building simple, decent,
affordable homes in
partnership with God's
people in need in Beltrami
and Clearwater Counties.*

*P.O. Box 1067
1357 Exchange Avenue SE
Bemidji, MN 56619*

*Office:
218-751-4649*

*ReStore:
218-444-6398*

[*habitat@paulbunyan.net*](mailto:habitat@paulbunyan.net)

[*brestore@paulbunyan.net*](mailto:brestore@paulbunyan.net)

[*www.habitatbemidji.org*](http://www.habitatbemidji.org)

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October 8, 2018

Michelle Miller
City Clerk
317 4th Street NW
Bemidji, MN 56601

Dear Ms. Miller,

Northwoods Habitat for Humanity is respectfully requesting that the City of Bemidji waive its permit fees of \$1,458.00 for our next home. Habitat will, of course, pay the State fees, the SAC and WAC fees, erosion control, and meter fee.

This home will be located at 721 9th Street NW. It is the 49th new home built by Habitat locally, but because of rehabs, the 54th affordable mortgage we have written.

We truly appreciate the support of the Council and the local community. Continued support allows us to help families build strength, stability, and self-reliance. Habitat families are part of the fabric of our community and because of past support, we are able to continue to meet a critical need in our area.

Sincerely,

Geri Hickerson,
Executive Director

COUNCIL AGENDA ITEM



Meeting Date: October 15, 2018

**Action Requested: Accept the Minnesota Bureau of Criminal Apprehension
Financial Crimes Task Force Joint Powers Agreement**

Prepared By: Michael L. Mastin, Police Chief

Reviewed By: Nate Mathews, City Manager

The Bemidji Police Department has an opportunity to enter into a joint powers agreement with the Minnesota BCA to help support financial crime investigations in our area. These crimes are becoming increasingly complex and can involve multiple jurisdictions.

This JPA will assist our agency during financial crime investigations by providing wage and overtime wage reimbursement up to \$50,000, training and equipment for qualifying investigations.

Attached you will find the Anti-Heroin Task Force Joint Powers Agreement

Recommendation:

Accept the Minnesota Bureau of Criminal Apprehension Financial Crimes Task Force Joint Powers Agreement.



STATE OF MINNESOTA FINANCIAL CRIMES TASK FORCE MULTIPLE-AGENCY LAW ENFORCEMENT JOINT POWERS AGREEMENT

This Multiple-Agency Law Enforcement Joint Powers Agreement, and amendments and supplements thereto, ("Agreement") is between the State of Minnesota, acting through its Commissioner of Public Safety on behalf of the Bureau of Criminal Apprehension ("State" or "BCA"), empowered to enter into this Agreement pursuant to Minnesota Statutes § 471.59, subdivisions 10 and 12, and City of Bemidji acting on behalf of its Police Department, 613 Minnesota Ave NW, Bemidji, MN 56601 ("Governmental Unit"), empowered to enter into this Agreement pursuant to Minnesota Statutes § 471.59, subdivision 10.

WHEREAS, the Governmental Unit wishes to participate in the Minnesota Financial Crimes Task Force ("MNFCTF") established to investigate and prosecute identity theft and related financial crimes;

NOW THEREFORE, the parties agree as follows:

1. Term

- 1.1 **Effective Date.** This Agreement is effective on the date State obtains all required signatures pursuant to Minnesota Statutes § 16C.05, subdivision 2.
- 1.2 **Expiration Date.** This Agreement expires five (5) years from the Effective Date unless terminated earlier pursuant to clause 12.

2. Purpose

The Governmental Unit approves, authorizes, and enters into this Agreement with the purpose of implementing a three-pronged approach to combat financial crimes: **prevention, education and enforcement.**

3. Standards

The Governmental Unit will adhere to the Minnesota Financial Crimes Task Force Standards identified below:

- 3.1 Provide and assign only licensed peace officers for services pursuant to this Agreement.
- 3.2 Investigate major financial crimes by organized groups or individuals related to identity theft, e.g. bank fraud, wire fraud, access device fraud, commercial fraud, retail fraud and other similar economically-related forms of fraud (as defined in Minnesota Statutes § 609.52).
- 3.3 Prepare an investigative plan for each case assigned which will include: the identification of witnesses and witness statements; and obtaining and analyzing appropriate bank and business records.
- 3.4 Prepare a case synopsis which will include witness lists and relevant evidence for presentation to state and/or federal prosecutors for prosecution.
- 3.5 Comply with state and/or federal laws in obtaining arrest warrants, search warrants and civil and criminal forfeitures including compliance with proper legal procedures in securing evidence and, when applicable, recovery of computers.
- 3.6 Understand and use appropriate legal procedures in the handling of informants including documentation of identity, monitoring of activities, use and recordation of payments.

- 3.7 Use, as appropriate, a comprehensive portfolio of investigative technologies and techniques including surveillance, covert technologies and undercover assignments.
- 3.8 Interview and prepare reports on the victims of financial crimes, directing those victims to appropriate public and private resources to assist them in the recovery of their identities.
- 3.9 Investigate cases involving cross-jurisdictional and/or organized financial crime and high value theft schemes. [Note: An assignment may require travel throughout Greater Minnesota in addition to the seven county metropolitan area as investigations expand or as assigned by the task force commander.]

4. Responsibilities of the Governmental Unit and the BCA

- 4.1 The Governmental Unit will:
 - 4.1.1 Conduct investigations in accordance with provisions of the Minnesota Financial Crimes Task Force Standards, identified in clause 3 above, and conclude such investigations in a timely manner.
 - 4.1.2 Maintain accurate records pertaining to prevention, education, and enforcement activities, to be collected and forwarded quarterly to the MNFCTF Commander, or the Commander's designee, for statistical reporting purposes.
 - 4.1.3 Assign one or more employees of the Governmental Unit as members to the MNFCTF. All employees of the Governmental Unit assigned as members, and while performing MNFCTF assignments, shall continue to be employed and directly supervised by the same Governmental Unit currently employing that member. All services, duties, acts or omissions performed by the MNFCTF member will be within the course and duty of the member's employment and therefore covered by the Workers Compensation and other compensation programs of the Governmental Unit including fringe benefits.
 - 4.1.4 Make a reasonable good faith attempt to be represented at all scheduled MNFCTF meetings in order to share information and resources among the MN FCTF members.
 - 4.1.5 Participate fully in any audits required by the Minnesota Financial Crimes Task Force.
- 4.2 The parties mutually agree that any investigators assigned to the MNFCTF by the Governmental Unit will be provided an undercover vehicle and basic equipment, e.g. gun, handcuffs, vest, etc., by the Governmental Unit.
- 4.3 Nothing in this Agreement shall otherwise limit the jurisdiction, powers, and responsibilities normally possessed by a member as an employee of the Governmental Unit.

5. Reimbursement Requests and Payments

- 5.1 Upon the Effective Date of this Agreement, the Governmental Unit will be entitled to reimbursements in accordance with clause 5.3.
- 5.2 The Governmental Unit will submit a written request to the MNFCTF Commander prior to receiving a reimbursement from the BCA in accordance with clause 5.3. All requests will be submitted using the **Financial Crimes Task Force Outside Agency Reimbursement** form which will be provided by the BCA upon request from the Governmental Unit.
- 5.3 The Governmental Unit will only be reimbursed by the BCA for the following expenses which must be **pre-approved** by the MNFCTF Commander: 1) overtime salary including fringe benefits; 2) equipment; 3) training and training-related expenses directly incurred and relating to performance of MNFCTF assignments.
- 5.4 Reimbursement by the BCA to the Governmental Unit will be made until all designated member funds have been expended.
- 5.5 BCA shall reimburse Governmental Unit an amount not to exceed Fifty Thousand and 00/100 Dollars (\$50,000.00) during the Term of this Agreement.
- 5.6 The Governmental Unit shall submit original receipts when seeking reimbursement on pre-approved requests. Approved reimbursements will be paid directly by the BCA to the Governmental Unit within thirty (30) days after the BCA receives reimbursement request. Reimbursement to the Governmental Unit will be paid to Bemidji Police Department, 613 Minnesota Ave NW, Bemidji, MN 56601.

6. Authorized Representatives

The BCA's Authorized Representative is the person below or his successor:

Name: Scott D. Mueller, MNFCTF Commander
Address: Department of Public Safety; Bureau of Criminal Apprehension
1430 Maryland Street East
Saint Paul, MN 55106
Telephone: 651.793.1129
E-mail Address: scott.d.mueller@state.mn.us

The Governmental Unit's Authorized Representative is the person below or his/her successor:

Name: Mike Mastin, Chief
Address: Bemidji Police Department
613 Minnesota Ave NW
Bemidji, MN 56601
Telephone: 218.333.8437
E-mail Address: mmastin@ci.bemidji.mn.us

7. Assignment, Amendments, Waiver, and Agreement Complete

- 7.1 Assignment.** The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement.
- 7.2 Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.
- 7.3 Waiver.** If the State fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.
- 7.4 Agreement Complete.** This Agreement contains all negotiations and agreements between the BCA and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

8. Liability

The BCA and the Governmental Unit agree each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. The BCA's liability shall be governed by provisions of the Minnesota Tort Claims Act, Minnesota Statutes § 3.736, and other applicable law. The Governmental Unit's liability shall be governed by provisions of the Municipal Tort Claims Act, Minnesota Statutes §§ 466.01-466.15, and other applicable law.

9. Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and/or the State Auditor and/or Legislative Auditor, as appropriate, for a minimum of six (6) years from the end of this Agreement.

10. Government Data Practices

The Governmental Unit and the BCA must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by the BCA under this Agreement and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the Governmental Unit or the BCA.

If the Governmental Unit receives a request to release the data referred to in this clause, the

Governmental Unit must immediately notify the BCA. The BCA will give the Governmental Unit instructions concerning the release of the data to the requesting party before the data is released.

11. Venue

The venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

12. Expiration and Termination

12.1 Either party may terminate this Agreement at any time, with or without cause, upon 30 days written notice to the other party. To the extent funds are available, the Governmental Unit shall receive reimbursement in accordance with the terms of this Agreement through the date of termination.

12.2 Upon expiration or earlier termination of this Agreement, the Governmental Unit shall provide the MNFCTF Commander, in a timely manner, all investigative equipment that was acquired with funding received under this Agreement.

13. E-Verify Certification (In accordance with Minnesota Statutes § 16C.075)

For services valued in excess of \$50,000, the Governmental Unit certifies that as of the date of services performed on behalf of the BCA, the Governmental Unit and all its subcontractors will have implemented or be in the process of implementing the federal E-Verify program for all newly hired employees in the United States who will perform work on behalf of the BCA. The Governmental Unit is responsible for collecting all subcontractor certifications and may do so utilizing the E-Verify Subcontractor Certification Form available at <http://www.mmd.admin.state.mn.us/doc/EVerifySubCertForm.doc>. All subcontractor certifications must be kept on file with the Governmental Unit and made available to the BCA upon request.

14. Continuing Obligations

The following clauses survive the expiration or cancellation of this Agreement: 8, Liability; 9, Audits; 10, Government Data Practices; and 11, Venue.

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The State and the Governmental Unit indicate their agreement and authority to execute this Agreement by signing below.

GOVERNMENTAL UNIT

Governmental Unit certifies that the appropriate persons have executed this Agreement on behalf of the Governmental Unit and its jurisdictional government entity as required by applicable articles, laws, by-laws, resolutions, or ordinances.

By and Title: _____
Governmental Unit

Date

Governmental Unit Title:

Date

Governmental Unit Title:

Date

DEPARTMENT OF PUBLIC SAFETY, BUREAU OF CRIMINAL APPREHENSION

Superintendent

Date

COMMISSIONER OF ADMINISTRATION

As delegated to the Office of State Procurement

By and Title: _____

Date

STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes §§ 16A.15 and 16C.05.

SWIFT P.O. Number: 3-56529

Date



Coalition of Greater Minnesota Cities

ANNUAL FALL CONFERENCE

2018

DATE

Thursday, Nov. 15 - Friday, Nov. 16

Location

*Arrowwood Resort & Conference Center
2100 Arrowwood Lane, Alexandria, MN*

Registration

*Register online at [greatermncities.org/
FallConf18](http://greatermncities.org/FallConf18). Cost is \$170. Attendees can pay
online now or receive an invoice later.*

Accommodations

*The CGMC has reserved a block of rooms
at Arrowwood for the night of Nov. 15 for a
discounted rate of \$94. Call (320) 762-1124 to
make a reservation. Block closes Oct. 25.*

*NOTE: There are plenty of rooms available for
CGMC members at Arrowwood on Nov. 15,
but only limited number available on Nov. 14.
We have reserved a small block of rooms at
Hampton Inn & Suites for those who wish to
stay Wednesday night but are unable to get a
room at Arrowwood. Cost is \$94. Call Hampton
Inn at 320-763-3360 to make a reservation.
Block closes Oct. 29.*

- 10:00 a.m.** Board of Directors meeting
- 11:00 a.m.** Check-in and registration begins
- 12:00 p.m.** Welcome and Introductions - CGMC President Ron Johnson
- 12:05 p.m.** Luncheon Presentation: **Myron Frans, Commissioner of Minnesota Management & Budget**
Frans has been a leader in Governor Dayton's Administration since 2011, when he first served as Commissioner of Revenue before being named MMB Commissioner in 2015. He will share reflections on his eight years in the Dayton Administration, insights on how our state's fiscal situation is positioned for the future and give his take on what opportunities and challenges may be on the horizon.
- 1:15 p.m.** Panel Discussion: **"The Rural/Urban Divide: Should We Build Bridges or Catapults?"**
A panel of metro and Greater Minnesota city officials will discuss their efforts to address Minnesota's rural/urban divide — while still recognizing the unique challenges faced by different regions — and work together to advance issues that impact all cities across the state. Attendees will also participate in small and large-group discussions on this topic.
- 2:30 p.m.** BREAK
- 2:45 p.m.** Presentation: **"Election 2018: Winners, Losers and What It All Means for Greater Minnesota Cities" - CGMC Executive Director Bradley Peterson**
Peterson will share his take on the 2018 election, particularly the election of Minnesota's next governor and the fight for control of the Minnesota House, and how the election results could impact your community and the CGMC's legislative strategy heading into the 2019 session.
- 3:30 p.m.** Panel Discussion: **"What is the Legislature's Role in Solving Minnesota's Child Care Shortage?"**
A panel of state legislators will discuss whether the state government should play a role in developing solutions to Minnesota's child care shortage, and if so, what legislative ideas may be in store for 2019. Topics will include infrastructure needs, regulations, provider training and incentives, and more.
- 4:30 p.m.** Presentation: **"Annexation: The Gathering Storm" - Elizabeth Wefel, CGMC Lobbyist**
The Legislature has been fairly quiet on the annexation front on recent years, but it is shaping up to be a bigger issue this session. This presentation will provide background on annexation laws, explore why this topic is poised to get more attention at the Capitol, and share strategies for how cities and the CGMC can be proactive in preventing bad legislation from becoming law.
- 5:00 p.m.** BREAK and hotel check-in
- 5:30 p.m.** Cocktail Reception
- 6:30 p.m.** Dinner with Speaker: **Tom Hauser, Chief Political Reporter for ABC5 EYEWITNESS NEWS**
A veteran reporter who has won numerous awards during his career, including multiple Emmy Awards, Hauser has been covering Minnesota's political scene for ABC5 EYEWITNESS NEWS since 1997. He will share his perspectives on the 2018 election, the past and future of Minnesota politics, and the challenges and joys of covering all of the action at the State Legislature.

8:00 a.m.

Continental Breakfast

8:15 a.m.

Labor & Employee Relations Update - Brandon Fitzsimmons, Flaherty & Hood Labor Attorney

Fitzsimmons will provide a labor relations update focusing on recent settlement negotiations and discuss the CGMC's annual labor seminars.

9:15 a.m.

CGMC Membership Meeting

- *Update on CGMC Environmental Action Fund*
- *Discussion and Adoption of 2019 Policy Positions*
 - » *Environment & Energy*
 - » *Annexation & Land Use*
 - » *Economic Development*
 - » *Transportation*
 - » *Local Government Aid/Property Taxes*
- *Messaging & Strategy for 2019*
- *Upcoming Events*

11:00 a.m.

Adjourn

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COUNCIL AGENDA ITEM

Return to Agenda



Meeting Date: **October 15th, 2018**

Action Requested: **Assessment Hearing - 2018 Street Renewal Project
City Project 18-01**

Prepared By: **Samuel C. Anderson, P.E.** *SA*
Assistant City Engineer

Reviewed By: **Craig J. Gray, P.E., DPW/City Engineer** *CJG*
Nate Mathews, City Manager

Background:

The city recently completed the tenth year of our annual street reconstruction program on various streets within the city. The 2018 project consisted of the reconstruction and paving of the following street segments:

Bardwell Drive NW	Anne Street Loop
Richards Avenue SE	1 st Street to 4 th Street
24 th Street NW	Irvine Avenue to Bemidji Avenue
23 rd Street NW	Park Avenue to Irvine Avenue
14 th Street NW	Delton Avenue to Park Avenue
Minnesota Avenue	26 th Street to 29 th Street

Exhibits A & A-1 are attached maps showing those segments.

Assessments to the benefitting properties are proposed for the work that was completed and therefore the project was undertaken as a Chapter 429 Special Assessment project. A public hearing was held on December 18th, 2017 and bids were awarded by the city council on February 20th, 2018. The city council now needs to hold an assessment hearing and consider the adoption of the final assessment roll which is attached. The city clerk has mailed a notice of the hearing to each property owner on the assessment roll.

Assessments

The proposed assessments for the 2018 project are the same as the previous nine years and according to the city's assessment policy are as follows:

Street Assessments	\$38/lineal foot
Sanitary Sewer Service Line	\$1,070/ea.
Water Service Line	\$1,070/ea.

Bardwell Drive properties are proposed to be assessed a unit assessment of \$2,257 per lot. Corner lots will be assessed an amount of \$1,128. This is roughly 20% of the street costs divided up among the total number of lots within the project area.

Assessment Appeals

Each property owner that is proposed to be assessed has the ability to appeal their assessment amount to the city council at the assessment hearing. In order to appeal, the property must either submit a written notice of appeal prior to the assessment hearing or they may attend the hearing this evening.

We have received a written assessment appeal from Zach and Kara Frink, 2809 Minnesota Avenue, which is attached. Their parcel has been assessed according to the city's assessment policy. The lot has 153 feet of frontage on Minnesota Avenue and it was not assessed for any new utility services. Their total assessment is \$5,814.00. If a property owner appeals at the hearing and is not satisfied with the outcome they can then appeal to district court. A property owner cannot appeal to district court without first filing an appeal at the city's assessment hearing.

Finance

The total project cost ended up being \$1,676,483 and the assessments for the project total \$330,986 which is about 20% of the total project costs.

The city's share of the project is funded with the street property tax levy, the storm water utility fund and appropriate shares from the water and sanitary sewer utility funds. The assessments will be spread over a 15-year period with an interest rate of 3.50%.

Recommendation:

It is staff's opinion that each parcel on the assessment roll has benefitted from the project in an amount greater than or equal to the proposed assessment. It is recommended that the city council hold the assessment hearing and adopt the attached resolution approving the assessment roll for City Project 18-01.

To whom it may concern,

I, Kara Frink, as well as my husband, Zachary Frink, owners of 2809 Minnesota Ave. NW in Benidji, MN (Parcel number 80.00710.00) do not believe the road work on Minnesota Ave has increased our property value an amount equal with the proposed assessment of 5814.00. Therefore we object to the proposed assessment for our property, resulting from city project No. 18-01.

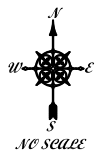
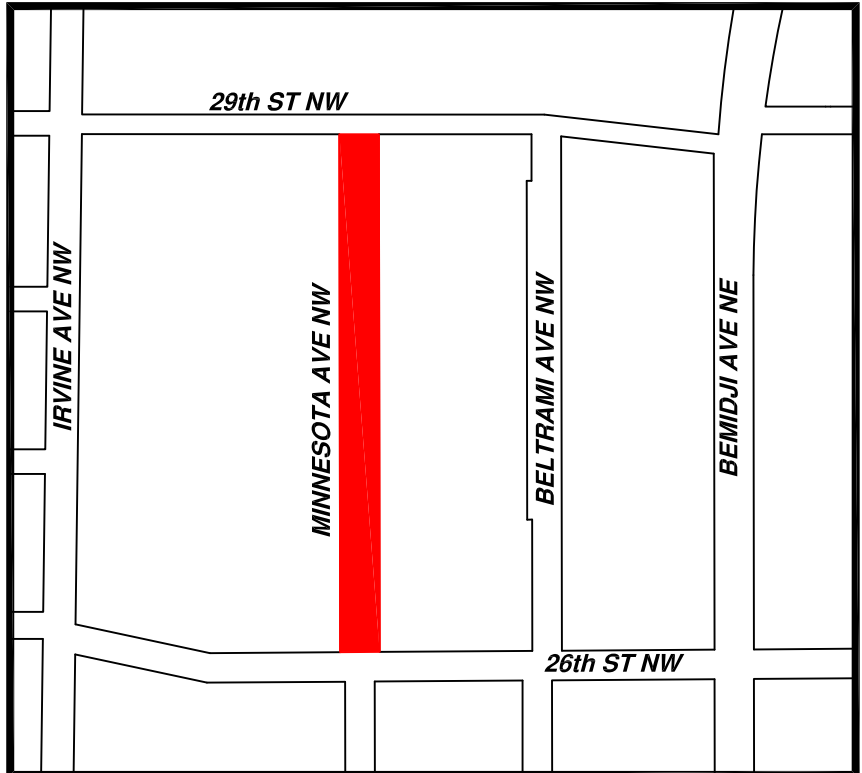
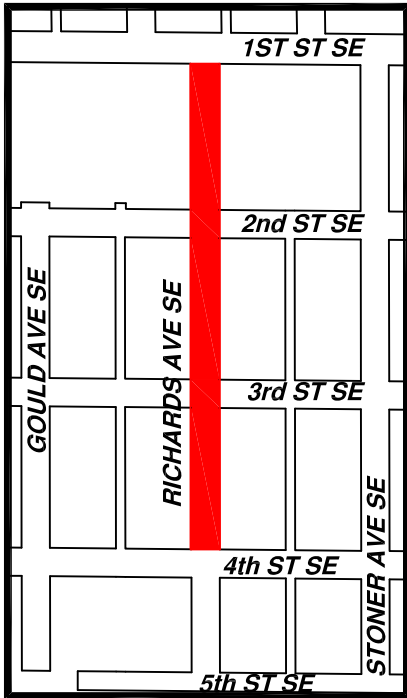
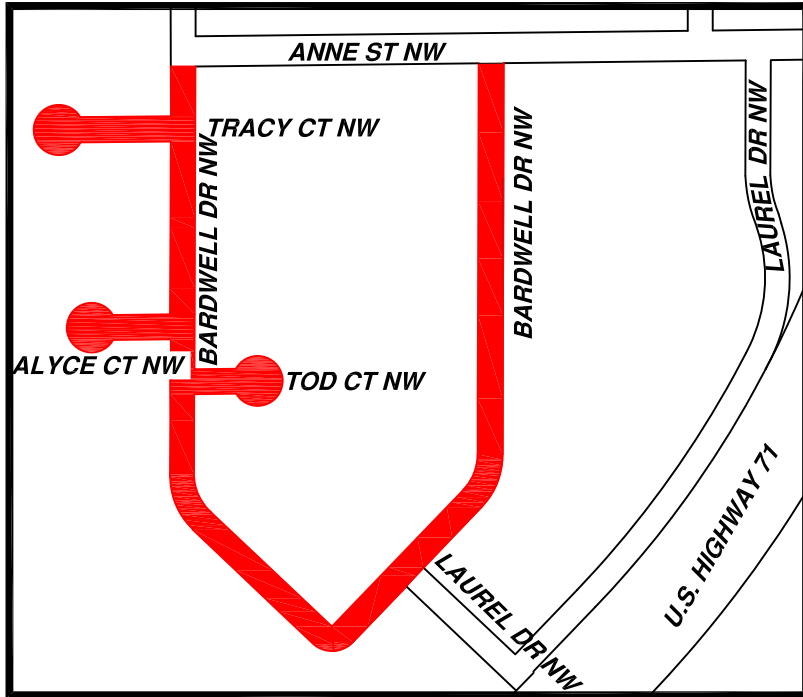
Kara Frink



Zach Frink



EXHIBIT A



2018 STREET RENEWAL PROJECT

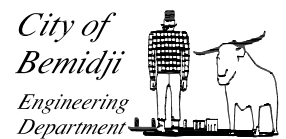
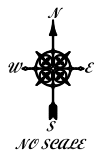
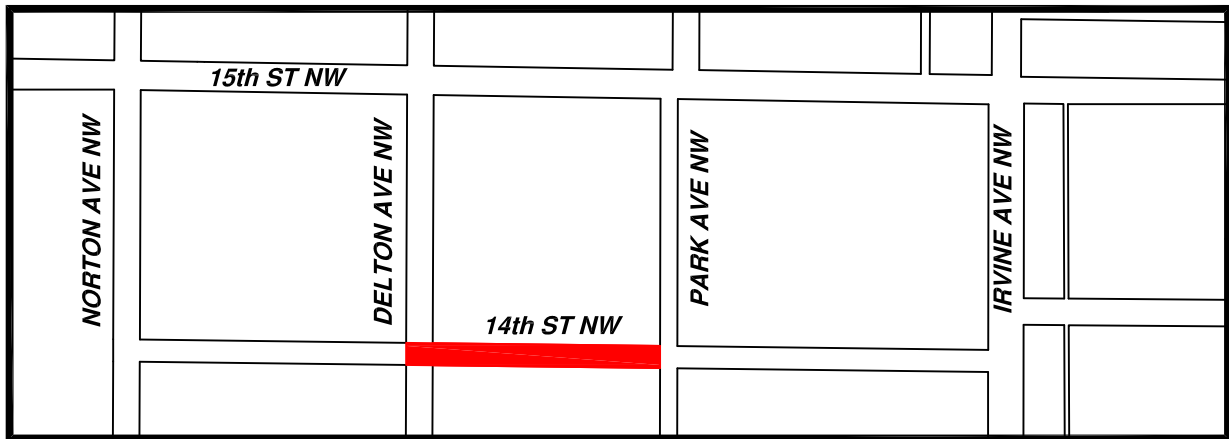
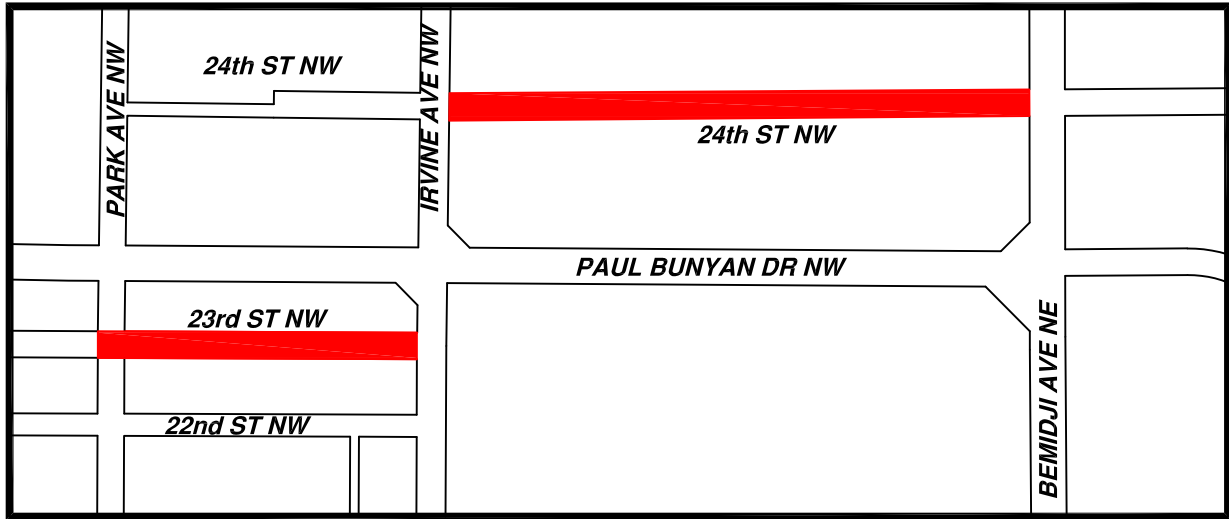
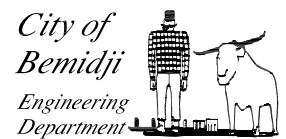


EXHIBIT A-1



2018 STREET RENEWAL PROJECT



Bardwell Drive NW



Bardwell Drive NW



Richards Avenue SE



Richards Avenue SE



24th Street NW



24th Street NW





14th Street NW





14th Street NW





Minnesota Avenue NW



**CITY OF BEMIDJI
FINAL ASSESSMENT ROLL
2018 STREET RENEWAL PROJECT
CITY PROJECT #18-01**

DATE: SEPTEMBER 11, 2018
CORNER LOTS - C = 1/2 FRONTAGE

PROPERTY ADDRESS	TAX PARCEL NO.	NAME & ADDRESS OF PROPERTY OWNER	RATE	ASSESSABLE UNIT	ASSESSABLE UNIT	ASSESSABLE UNIT	TOTAL AMOUNT
				(STREET)	(SEWER SERVICE)	(WATER SERVICE)	
1521 4TH ST SE C	80.03875.00	GARY BRAMA 1521 4TH ST SE BEMIDJI, MN 56601		74.75	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,840.50	\$0.00	\$0.00	\$2,840.50
1609 4TH ST SE C	80.03871.01	ANTOINE J FAIRBANKS 1609 4TH ST SE BEMIDJI, MN 56601		45.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$1,710.00	\$0.00	\$0.00	\$1,710.00
324 RICHARDS AVE SE	80.03871.00	ALEX C AMES 324 RICHARDS AVE SE BEMIDJI, MN 56601		60.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,280.00	\$0.00	\$0.00	\$2,280.00
1520 3RD ST SE C	80.03874.00	JON L NESS 24137 498TH ST NW BEMIDJI, MN 56601		74.75	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,840.50	\$0.00	\$0.00	\$2,840.50
1604 3RD ST SE C	80.03870.00	TERRY LEE NIELSEN 4530 BIRCH RUN LN SE BEMIDJI, MN 56601		75.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,850.00	\$0.00	\$0.00	\$2,850.00
223 RICHARDS AVE SE C	80.03849.00	MARTY A KENNELLY 223 RICHARDS AVE SE BEMIDJI, MN 56601		75.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,850.00	\$0.00	\$0.00	\$2,850.00
1601 3RD ST SE C	80.03856.00	DEBORAH J LUBKE 1601 3RD ST SE BEMIDJI, MN 56601		100.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$3,800.00	\$0.00	\$0.00	\$3,800.00
203 RICHARDS AVE SE C	80.03850.00	CHAD R SCHROTH 203 RICHARDS AVE SE BEMIDJI, MN 56601		75.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,850.00	\$0.00	\$0.00	\$2,850.00
202 RICHARDS AVE SE C	80.03855.01	BONNIE ERICKSON 202 RICHARDS AVE SE BEMIDJI, MN 56601		50.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$1,900.00	\$0.00	\$0.00	\$1,900.00
1515 2ND ST SE C	80.03840.01	DONAVEN S CHANDLER 18160 490TH ST NW CLEARBROOK, MN 56634		57.50	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,185.00	\$0.00	\$0.00	\$2,185.00
116 RICHARDS AVE SE C	80.03838.00	CAROLYN V WHITNEY 116 RICHARDS AVE SE BEMIDJI, MN 56601		49.50	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$1,881.00	\$0.00	\$0.00	\$1,881.00

PROPERTY ADDRESS	TAX PARCEL NO.	NAME & ADDRESS OF PROPERTY OWNER	RATE	ASSESSABLE UNIT	ASSESSABLE UNIT	ASSESSABLE UNIT	TOTAL AMOUNT
				(STREET)	(SEWER SERVICE)	(WATER SERVICE)	
106 RICHARDS AVE SE C	80.03839.00	CAROL L KRAUSE 106 RICHARDS AVE SE BEMIDJI, MN 56601		71.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,698.00	\$0.00	\$0.00	\$2,698.00
1516 1ST ST SE C	80.03840.00	ANDREA K LEVASSEUR 1516 1ST ST SE BEMIDJI, MN 56601		63.50	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,413.00	\$0.00	\$0.00	\$2,413.00
1404 DELTON AVE NW C	80.03056.00	DAVID CABRITIT-LAING 1404 DELTON AVE NW BEMIDJI, MN 56601		45.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$1,710.00	\$0.00	\$0.00	\$1,710.00
720 14TH ST NW C	80.03374.00	GARY T ZEROTT 720 14TH ST NW BEMIDJI, MN 56601		41.50	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$1,577.00	\$0.00	\$0.00	\$1,577.00
718 14TH ST NW	80.03373.00	MARY E YATES 5918 DIVISION ST W BEMIDJI, MN 56601		50.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$1,900.00	\$0.00	\$0.00	\$1,900.00
717 14TH ST NW	80.03059.00	TERRY L DUY 14022 198TH AVE NW ELK RIVER, MN 55330-8856		60.00	0	1	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,280.00	\$0.00	\$1,070.00	\$3,350.00
716 14TH ST NW	80.03371.00	EAGLES WING PROPERTIES LLC 5603 TALL PINES RD NE BEMIDJI, MN 56601		50.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$1,900.00	\$0.00	\$0.00	\$1,900.00
714 14TH ST NW	80.03370.00	JONATHAN GRANGER 714 14TH ST NW BEMIDJI, MN 56601		86.00	0	1	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$3,268.00	\$0.00	\$1,070.00	\$4,338.00
713 14TH ST NW	80.03060.00	DENNIS R BROWN 111 CIRCLE PINES DR NW BEMIDJI, MN 56601		100.00	0	1	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$3,800.00	\$0.00	\$1,070.00	\$4,870.00
712 14TH ST NW	80.03368.00	SCOTT L GULLICKSRUD 712 14TH ST NW BEMIDJI, MN 56601		62.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,356.00	\$0.00	\$0.00	\$2,356.00
711 14TH ST NW	80.03062.00	REED J OLSON 523 MINNESOTA AVE NW BEMIDJI, MN 56601		50.00	0	1	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$1,900.00	\$0.00	\$1,070.00	\$2,970.00
709 14TH ST NW	80.03063.00	PROSA SERVICES LLC 551 POPPLE DR SE BEMIDJI, MN 56601		50.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$1,900.00	\$0.00	\$0.00	\$1,900.00
707 14TH ST NW	80.03064.00	TESSA K MARKERT 707 14TH ST NW BEMIDJI, MN 56601		50.00	0	1	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$1,900.00	\$0.00	\$1,070.00	\$2,970.00

PROPERTY ADDRESS	TAX PARCEL NO.	NAME & ADDRESS OF PROPERTY OWNER	RATE	ASSESSABLE UNIT	ASSESSABLE UNIT	ASSESSABLE UNIT	TOTAL AMOUNT
				(STREET)	(SEWER SERVICE)	(WATER SERVICE)	
706 14TH ST NW	80.03366.00	STEVEN J SCHAUBHUT 15715 POOL LAKE RD NE BEMIDJI, MN 56601		132.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$5,016.00	\$0.00	\$0.00	\$5,016.00
703 14TH ST NW C	80.03065.00	MARCELLA JENSEN 703 14TH ST NW BEMIDJI, MN 56601		57.25	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,175.50	\$0.00	\$0.00	\$2,175.50
702 14TH ST NW C	80.03364.00	MICHELE L MILLS 295 W BAY SHORE ST MARINETTE, WI 54143		25.75	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$978.50	\$0.00	\$0.00	\$978.50
550 PAUL BUNYAN DR NW C	80.03307.01	MONTY REALTY, LLC 10305 INDIANA AVE N BROOKLYN PARK, MN 55443		50.00	1	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$1,900.00	\$1,070.00	\$0.00	\$2,970.00
623 22ND ST NW C	80.02713.00	INSIDEEDGE SKATING LLC 6987 DANIELLE LN NE BEMIDJI, MN 56601		30.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$1,140.00	\$0.00	\$0.00	\$1,140.00
622 23RD ST NW	80.02712.01	LARRY E RADDATZ 622 23RD ST NW BEMIDJI, MN 56601		50.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$1,900.00	\$0.00	\$0.00	\$1,900.00
516 PAUL BUNYAN DR NW	80.03307.00	SPARK PROPERTIES LLC 516 PAUL BUNYAN DR NW BEMIDJI, MN 56601		130.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$4,940.00	\$0.00	\$0.00	\$4,940.00
VACANT LOT	80.02712.00	BERNADINE K BRENNAN 3402 BUCHANAN AVE SW BEMIDJI, MN 56601		50.00	1	1	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$1,900.00	\$1,070.00	\$1,070.00	\$4,040.00
619 22ND ST NW	80.02711.00	KEITH A HILL 619 22ND ST NW BEMIDJI, MN 56601		75.00	1	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,850.00	\$1,070.00	\$0.00	\$3,920.00
VACANT LOT	80.02710.00	KEITH A HILL 619 22ND ST NW BEMIDJI, MN 56601		100.00	1	1	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$3,800.00	\$1,070.00	\$1,070.00	\$5,940.00
VACANT LOT	80.02709.00	KEITH A HILL 619 22ND ST NW BEMIDJI, MN 56601		50.00	1	1	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$1,900.00	\$1,070.00	\$1,070.00	\$4,040.00
508 PAUL BUNYAN DR NW	80.03306.00	H BROTHERS LLP 13648 150TH ST WADENA, MN 56482		100.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$3,800.00	\$0.00	\$0.00	\$3,800.00
504 PAUL BUNYAN DR NW C	80.03304.00	CITY OF BEMIDJI 317 4TH STREET NW BEMIDJI, MN 56601		165.00	1	1	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$6,270.00	\$1,070.00	\$1,070.00	\$8,410.00

PROPERTY ADDRESS	TAX PARCEL NO.	NAME & ADDRESS OF PROPERTY OWNER	RATE	ASSESSABLE UNIT	ASSESSABLE UNIT	ASSESSABLE UNIT	TOTAL AMOUNT
				(STREET)	(SEWER SERVICE)	(WATER SERVICE)	
2207 IRVINE AVE NW C	80.02705.00	MATTHEW L ROBERTS 2207 IRVINE AVE NW BEMIDJI, MN 56601		137.50	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$5,225.00	\$0.00	\$0.00	\$5,225.00
VACANT LOT	80.00787.01	CLARITY PROPERTIES LLC PO BOX 1186 BEMIDJI, MN 56619		100.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$3,800.00	\$0.00	\$0.00	\$3,800.00
327 24TH ST NW	80.05013.00	FEARLESS PROPERTIES LLC 8911 TARTAN RIDGE DR HUNTERSVILLE, NC 28078		64.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,432.00	\$0.00	\$0.00	\$2,432.00
321 24TH ST NW	80.05012.00	ANTHONY C BUCKANAGA PO BOX 1798 BEMIDJI, MN 56619		64.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,432.00	\$0.00	\$0.00	\$2,432.00
225 PAUL BUNYAN DR NW	80.00788.00	GAYLE M HOLDERBECKER INC 10719 LUMBERJACK RD NW PUPOSKY, MN 56667		227.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$8,626.00	\$0.00	\$0.00	\$8,626.00
315 24TH ST NW	80.05011.00	3D PROPERTIES LLC 51082 COUNTY 29 BEMIDJI, MN 56601		60.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,280.00	\$0.00	\$0.00	\$2,280.00
309 24TH ST NW	80.05010.00	WENDY IRISH 309 24TH ST NW BEMIDJI, MN 56601		64.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,432.00	\$0.00	\$0.00	\$2,432.00
303 24TH ST NW	80.05009.00	MATRIX APARTMENTS LLC PO BOX 973 BEMIDJI, MN 56619		64.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,432.00	\$0.00	\$0.00	\$2,432.00
217 24TH ST NW	80.02941.01	RICHARD G CHERNUGAL 578 WAGON WHEEL DR SE BEMIDJI, MN 56601		109.50	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$4,161.00	\$0.00	\$0.00	\$4,161.00
209 24TH ST NW	80.02905.00	BRENDA M PICKETT TRUSTEE 209 24TH ST NW BEMIDJI, MN 56601		130.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$4,940.00	\$0.00	\$0.00	\$4,940.00
VACANT LOT	80.02941.02	4-C'S RENTAL LLC 211 PAUL BUNYAN DR NW BEMIDJI, MN 56601		25.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$950.00	\$0.00	\$0.00	\$950.00
205 24TH ST NW	80.02902.00	HAI XUAN DINH 4162 BEL TREE DR NE BEMIDJI, MN 56601		130.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$4,940.00	\$0.00	\$0.00	\$4,940.00
209 PAUL BUNYAN DR NW	80.02939.00	NORTH COUNTRY INVESTMENTS 4950 1ST AVE HIBBING, MN 55746		115.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$4,370.00	\$0.00	\$0.00	\$4,370.00

PROPERTY ADDRESS	TAX PARCEL NO.	NAME & ADDRESS OF PROPERTY OWNER	RATE	ASSESSABLE UNIT	ASSESSABLE UNIT	ASSESSABLE UNIT	TOTAL AMOUNT
				(STREET)	(SEWER SERVICE)	(WATER SERVICE)	
201 24TH ST NW	80.02900.00	GRANT E HICOK 201 24TH ST NW BEMIDJI, MN 56601		130.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$4,940.00	\$0.00	\$0.00	\$4,940.00
205 PAUL BUNYAN DR NW	80.02938.00	BOMAR FOOD SYSTEMS INC 205 PAUL BUNYAN DR NW BEMIDJI, MN 56601		229.50	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$8,721.00	\$0.00	\$0.00	\$8,721.00
101 24TH ST NW	80.02897.00	DAVID CURTIS PRESTON 101 24TH ST NW BEMIDJI, MN 56601		145.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$5,510.00	\$0.00	\$0.00	\$5,510.00
2317 BEMIDJI AVE N C	80.02935.00	NATIONAL RETAIL PROPERTIES LP 450 SOUTH ORANGE AVE STE 900 ORLANDO, FL 32801		115.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$4,370.00	\$0.00	\$0.00	\$4,370.00
2401 BEMIDJI AVE N C	80.02895.00	HAI XUAN DINH 4162 BEL TREE DR NE BEMIDJI, MN 56601		92.50	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$3,515.00	\$0.00	\$0.00	\$3,515.00
303 26TH ST NW C	80.00716.00	WILLIAM E FISHER JR 1222 4TH AVE N APT 218 FARGO, ND 58102		107.00	1	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$4,066.00	\$1,070.00	\$0.00	\$5,136.00
2600 MINNESOTA AVE NW C	80.00674.00	RANDY H PUSCHINSKY 2600 MINNESOTA AVE NW BEMIDJI, MN 56601		79.50	1	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$3,021.00	\$1,070.00	\$0.00	\$4,091.00
2608 MINNESOTA AVE NW	80.00678.00	CANDACE E BURK 2608 MINNESOTA AVE NW BEMIDJI, MN 56601		114.50	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$4,351.00	\$0.00	\$0.00	\$4,351.00
2617 MINNESOTA AVE NW	80.00715.00	THOMAS WAGNER 1118 BIRCHMONT DR NE BEMIDJI, MN 56601		144.50	1	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$5,491.00	\$1,070.00	\$0.00	\$6,561.00
2700 MINNESOTA AVE NW	80.00684.00	KAREN L AMBLE 2700 MINNESOTA AVE NW BEMIDJI, MN 56601		115.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$4,370.00	\$0.00	\$0.00	\$4,370.00
2705 MINNESOTA AVE NW	80.00714.00	BRYAN D EDWARDS 40294 COUNTY 4 LAPORTE, MN 56461		96.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$3,648.00	\$0.00	\$0.00	\$3,648.00
VACANT LOT	80.00687.00	TIBOR T WARGANICH 4125 CHERRY LN NE BEMIDJI, MN 56601		57.00	0	1	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,166.00	\$0.00	\$1,070.00	\$3,236.00
2706 MINNESOTA AVE NW	80.00688.00	TIBOR T WARGANICH 4125 CHERRY LN NE BEMIDJI, MN 56601		57.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,166.00	\$0.00	\$0.00	\$2,166.00

PROPERTY ADDRESS	TAX PARCEL NO.	NAME & ADDRESS OF PROPERTY OWNER	RATE	ASSESSABLE UNIT	ASSESSABLE UNIT	ASSESSABLE UNIT	TOTAL AMOUNT
				(STREET)	(SEWER SERVICE)	(WATER SERVICE)	
2707 MINNESOTA AVE NW	80.00713.00	DENNIS DEAN ROBERTS 2707 MINNESOTA AVE NW BEMIDJI, MN 56601		48.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$1,824.00	\$0.00	\$0.00	\$1,824.00
2717 MINNESOTA AVE NW	80.00712.00	SELMA PETERSON 2717 MINNESOTA AVE NW BEMIDJI, MN 56601		145.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$5,510.00	\$0.00	\$0.00	\$5,510.00
2718 MINNESOTA AVE NW	80.00692.00	RUSSEL J KROOK III 2718 MINNESOTA AVE NW BEMIDJI, MN 56601		114.50	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$4,351.00	\$0.00	\$0.00	\$4,351.00
2722 MINNESOTA AVE NW	80.00696.00	TERESA LYNN ANDERSON 2722 MINNESOTA AVE NW BEMIDJI, MN 56601		114.50	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$4,351.00	\$0.00	\$0.00	\$4,351.00
2723 MINNESOTA AVE NW	80.00711.00	ROBERT KRZOSKA 2723 MINNESOTA AVE NW BEMIDJI, MN 56601		145.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$5,510.00	\$0.00	\$0.00	\$5,510.00
2800 MINNESOTA AVE NW	80.00698.00	WAYNE C ROBINS 2800 MINNESOTA AVE NW BEMIDJI, MN 56601		67.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,546.00	\$0.00	\$0.00	\$2,546.00
2804 MINNESOTA AVE NW	80.00700.00	RAYMOND MATTILA 1428 PARK AVE NW BEMIDJI, MN 56601		83.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$3,154.00	\$0.00	\$0.00	\$3,154.00
2809 MINNESOTA AVE NW	80.00710.00	ZACHARY M FRINK 2809 MINNESOTA AVE NW BEMIDJI, MN 56601		153.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$5,814.00	\$0.00	\$0.00	\$5,814.00
2810 MINNESOTA AVE NW	80.00701.00	MERTON LLOYD SCRIPTURE 1267 AVERI CIR NW BEMIDJI, MN 56601		79.00	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$3,002.00	\$0.00	\$0.00	\$3,002.00
2828 MINNESOTA AVE NW C	80.00704.00	JEFFREY S SANDS 2828 MINNESOTA AVE NW BEMIDJI, MN 56601		47.50	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$1,805.00	\$0.00	\$0.00	\$1,805.00
304 29TH ST NW C	80.00706.00	ROBERT C HURD TRUSTEE 304 29TH ST NW BEMIDJI, MN 56601		64.25	0	0	
			RATE	\$38.00	\$1,070.00	\$1,070.00	
			TOTAL	\$2,441.50	\$0.00	\$0.00	\$2,441.50

PROPERTY ADDRESS	TAX PARCEL NO.	NAME & ADDRESS OF PROPERTY OWNER	RATE	ASSESSABLE UNIT	ASSESSABLE UNIT	ASSESSABLE UNIT	TOTAL AMOUNT
				(STREET)	(SEWER SERVICE)	(WATER SERVICE)	
VACANT LOT	80.05510.00	DARWIN D WIEBOLT 5317 SWAN LN NE BEMIDJI, MN 56601	RATE TOTAL	1.00 \$2,256.82 \$2,256.82	0 \$1,070.00 \$0.00	0 \$1,070.00 \$0.00	\$2,256.82
VACANT LOT	80.05511.00	PATRICIA M YAGER 1433 EAST FRANKLIN AVE STE 12 MINNEAPOLIS, MN 55404	RATE TOTAL	1.00 \$2,256.82 \$2,256.82	0 \$1,070.00 \$0.00	0 \$1,070.00 \$0.00	\$2,256.82
2408 TRACY CT NW	80.05512.00	PATRICIA M YAGER 1433 EAST FRANKLIN AVE STE 12 MINNEAPOLIS, MN 55404	RATE TOTAL	1.00 \$2,256.82 \$2,256.82	0 \$1,070.00 \$0.00	0 \$1,070.00 \$0.00	\$2,256.82
2402 TRACY CT NW	80.05513.00	STEVE L HEGG 2402 TRACY CT NW BEMIDJI, MN 56601	RATE TOTAL	1.00 \$2,256.82 \$2,256.82	0 \$1,070.00 \$0.00	0 \$1,070.00 \$0.00	\$2,256.82
2326 BARDWELL DR NW	80.05514.00	GARY D HOCKENSON 2326 BARDWELL DR NW BEMIDJI, MN 56601	RATE TOTAL	1.00 \$2,256.82 \$2,256.82	0 \$1,070.00 \$0.00	0 \$1,070.00 \$0.00	\$2,256.82
2324 BARDWELL DR NW	80.05515.00	CONNIE M SCHMIDT 5802 HWY 89 NW BEMIDJI, MN 56601	RATE TOTAL	1.00 \$2,256.82 \$2,256.82	0 \$1,070.00 \$0.00	0 \$1,070.00 \$0.00	\$2,256.82
2405 ALYCE CT NW	80.05516.00	GERALD C WARRINGTON 2405 ALYCE CT NW BEMIDJI, MN 56601	RATE TOTAL	1.00 \$2,256.82 \$2,256.82	0 \$1,070.00 \$0.00	0 \$1,070.00 \$0.00	\$2,256.82
VACANT LOT	80.05517.00	MICHAEL L THOMPSON 8632 HIDDEN PINES AVE LAS VEGAS, NV 89143-1367	RATE TOTAL	1.00 \$2,256.82 \$2,256.82	0 \$1,070.00 \$0.00	0 \$1,070.00 \$0.00	\$2,256.82
2322 BARDWELL DR NW	80.05518.00	TERRY D SCHMIDT PO BOX 942 BEMIDJI, MN 56619	RATE TOTAL	1.00 \$2,256.82 \$2,256.82	0 \$1,070.00 \$0.00	0 \$1,070.00 \$0.00	\$2,256.82
2316 BARDWELL DR NW	80.05519.00	SHARON K KEMMER 2316 BARDWELL DR NW BEMIDJI, MN 56601	RATE TOTAL	1.00 \$2,256.82 \$2,256.82	0 \$1,070.00 \$0.00	0 \$1,070.00 \$0.00	\$2,256.82
2310 BARDWELL DR NW	80.05520.00	BHAC LLC 9409 TIFFANY LN NW BEMIDJI, MN 56601	RATE TOTAL	1.00 \$2,256.82 \$2,256.82	0 \$1,070.00 \$0.00	0 \$1,070.00 \$0.00	\$2,256.82
VACANT LOT	80.05512.00	WIEBOLT PROPERTIES INC 5317 SWAN LN NE BEMIDJI, MN 56601	RATE TOTAL	1.00 \$2,256.82 \$2,256.82	0 \$1,070.00 \$0.00	0 \$1,070.00 \$0.00	\$2,256.82
VACANT LOT	80.05522.00	WIEBOLT PROPERTIES INC 5317 SWAN LN NE BEMIDJI, MN 56601	RATE TOTAL	1.00 \$2,256.82 \$2,256.82	0 \$1,070.00 \$0.00	0 \$1,070.00 \$0.00	\$2,256.82

PROPERTY ADDRESS	TAX PARCEL NO.	NAME & ADDRESS OF PROPERTY OWNER	RATE	ASSESSABLE UNIT	ASSESSABLE UNIT	ASSESSABLE UNIT	TOTAL AMOUNT
				(STREET)	(SEWER SERVICE)	(WATER SERVICE)	
2212 BARDWELL DR NW	80.05523.00	DANIEL R NORVOLD 51602 CTY RD 36 BEMIDJI, MN 56601		1.00	0	0	
			RATE	\$2,256.82	\$1,070.00	\$1,070.00	
			TOTAL	\$2,256.82	\$0.00	\$0.00	\$2,256.82
3354 LAUREL DR NW C	80.05524.00	CROSSROADS CHURCH 3354 LAUREL DR NW BEMIDJI, MN 56601		0.50	0	0	
			RATE	\$2,256.82	\$1,070.00	\$1,070.00	
			TOTAL	\$1,128.41	\$0.00	\$0.00	\$1,128.41
3455 LAUREL DR NW C	80.05526.00	VOSIKA PROPERTIES LLC 3455 LAUREL DR NW BEMIDJI, MN 56601		0.50	0	0	
			RATE	\$2,256.82	\$1,070.00	\$1,070.00	
			TOTAL	\$1,128.41	\$0.00	\$0.00	\$1,128.41
2134 BARDWELL DR NW	80.05527.00	DARWIN D WIEBOLT 5317 SWAN LN NE BEMIDJI, MN 56601		1.00	0	0	
			RATE	\$2,256.82	\$1,070.00	\$1,070.00	
			TOTAL	\$2,256.82	\$0.00	\$0.00	\$2,256.82
2130 BARDWELL DR NW C	80.05528.00	HIDEOUT PROPERTIES LLC 1616 CALIHAN AVE NE BEMIDJI, MN 56601		0.50	0	0	
			RATE	\$2,256.82	\$1,070.00	\$1,070.00	
			TOTAL	\$1,128.41	\$0.00	\$0.00	\$1,128.41
3611 LAUREL DR NW C	80.05530.00	BEMIDJI MARINE INC 3611 LAUREL DR NW BEMIDJI, MN 56601		0.50	0	0	
			RATE	\$2,256.82	\$1,070.00	\$1,070.00	
			TOTAL	\$1,128.41	\$0.00	\$0.00	\$1,128.41
VACANT LOT C	80.05531.00	JAMES W HASKELL 2001 ANNE ST NW BEMIDJI, MN 56601		0.50	0	0	
			RATE	\$2,256.82	\$1,070.00	\$1,070.00	
			TOTAL	\$1,128.41	\$0.00	\$0.00	\$1,128.41
2325 BARDWELL DR C	80.05537.00	ST MARK'S EVANGELICAL 2220 ANNE ST NW BEMIDJI, MN 56601		0.50	0	0	
			RATE	\$2,256.82	\$1,070.00	\$1,070.00	
			TOTAL	\$1,128.41	\$0.00	\$0.00	\$1,128.41
VACANT LOT	80.05538.00	DARWIN D WIEBOLT 5317 SWAN LN NE BEMIDJI, MN 56601		1.00	0	0	
			RATE	\$2,256.82	\$1,070.00	\$1,070.00	
			TOTAL	\$2,256.82	\$0.00	\$0.00	\$2,256.82
2225 TOD CT NW	80.05539.00	BENJAMIN P ROY 3117 BIRCHMONT DR NE BEMIDJI, MN 56601		1.00	0	0	
			RATE	\$2,256.82	\$1,070.00	\$1,070.00	
			TOTAL	\$2,256.82	\$0.00	\$0.00	\$2,256.82
2221 TOD CT NW	80.05540.00	BEMIDJI MARINE INC 3611 LAUREL DR NW BEMIDJI, MN 56601		1.00	0	0	
			RATE	\$2,256.82	\$1,070.00	\$1,070.00	
			TOTAL	\$2,256.82	\$0.00	\$0.00	\$2,256.82
VACANT LOT	80.05541.00	HEADWATERS HOLDING COMPANY LLC 207 4TH ST NW BEMIDJI, MN 56601		1.00	0	0	
			RATE	\$2,256.82	\$1,070.00	\$1,070.00	
			TOTAL	\$2,256.82	\$0.00	\$0.00	\$2,256.82
2231 BARDWELL DR NW	80.05542.00	DARLENE K HURLEY 12351 E MOVIL LAKE RD NE BEMIDJI, MN 56601		1.00	0	0	
			RATE	\$2,256.82	\$1,070.00	\$1,070.00	
			TOTAL	\$2,256.82	\$0.00	\$0.00	\$2,256.82

PROPERTY ADDRESS	TAX PARCEL NO.	NAME & ADDRESS OF PROPERTY OWNER	RATE	ASSESSABLE UNIT	ASSESSABLE UNIT	ASSESSABLE UNIT	TOTAL AMOUNT
				(STREET)	(SEWER SERVICE)	(WATER SERVICE)	
VACANT LOT	80.05543.00	LEWIS & SMITH PARTNERS INC 2201 BARDWELL DR NW BEMIDJI, MN 56601	RATE	1.00 \$2,256.82	0 \$1,070.00	0 \$1,070.00	
			TOTAL	\$2,256.82	\$0.00	\$0.00	\$2,256.82
2201 BARDWELL DR NW	80.05544.00	LEWIS & SMITH PARTNERS INC 2201 BARDWELL DR NW BEMIDJI, MN 56601	RATE	1.00 \$2,256.82	0 \$1,070.00	0 \$1,070.00	
			TOTAL	\$2,256.82	\$0.00	\$0.00	\$2,256.82
VACANT LOT	80.05545.00	MARK BROWN 3611 LAUREL DR NW BEMIDJI, MN 56601	RATE	1.00 \$2,256.82	0 \$1,070.00	0 \$1,070.00	
			TOTAL	\$2,256.82	\$0.00	\$0.00	\$2,256.82
VACANT LOT	80.05546.00	MARK BROWN 3611 LAUREL DR NW BEMIDJI, MN 56601	RATE	1.00 \$2,256.82	0 \$1,070.00	0 \$1,070.00	
			TOTAL	\$2,256.82	\$0.00	\$0.00	\$2,256.82
VACANT LOT	80.05547.00	MARK BROWN 3611 LAUREL DR NW BEMIDJI, MN 56601	RATE	1.00 \$2,256.82	0 \$1,070.00	0 \$1,070.00	
			TOTAL	\$2,256.82	\$0.00	\$0.00	\$2,256.82
2127 BARDWELL DR NW	80.05548.00	JEFFREY R NUSTAD PO BOX 1053 DETROIT LAKES, MN 56502-1053	RATE	1.00 \$2,256.82	0 \$1,070.00	0 \$1,070.00	
			TOTAL	\$2,256.82	\$0.00	\$0.00	\$2,256.82
VACANT LOT	80.05549.00	JEFFREY R NUSTAD PO BOX 1053 DETROIT LAKES, MN 56502-1053	RATE	1.00 \$2,256.82	0 \$1,070.00	0 \$1,070.00	
			TOTAL	\$2,256.82	\$0.00	\$0.00	\$2,256.82
2120 ANNE ST NW C	80.05550.00	JIK PROPERTY TRUST 215 PAUL BUNYAN DR NW #194 BEMIDJI, MN 56601	RATE	0.50 \$2,256.82	0 \$1,070.00	0 \$1,070.00	
			TOTAL	\$1,128.41	\$0.00	\$0.00	\$1,128.41
			TOTALS	\$310,655.51	\$9,630.00	\$10,700.00	\$330,985.51

STREET TOTAL	\$310,655.51	FOOTAGE TOTAL	8,175.15
SEWER TOTAL	\$9,630.00	SEWER SERVICES	9
WATER TOTAL	\$10,700.00	WATER SERVICES	10
TOTAL ASSESSMENT	\$330,985.51		

RESOLUTION NO. Return to Agenda

A RESOLUTION ADOPTING ASSESSMENT ROLLS FOR CITY PROJECT #18-01

WHEREAS, pursuant to proper notice duly given as required by law, the Council has met and heard and passed upon all objections to the proposed assessment for the costs associated with:

2018 STREET RENEWAL PROJECT

**Bardwell Drive NW - Anne Street Loop
Richards Avenue SE - 1st Street to 4th Street
24th Street NE - Irvine Avenue to Bemidji Avenue
23rd Street NW - Park Avenue to Irvine Avenue
14th Street NW - Delton Avenue to Park Avenue
Minnesota Avenue - 26th Street to 29th Street**

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BEMIDJI, MINNESOTA:

1. Proposed Assessment Rolls for City Project No. 18-01, copy of which is on file in the City Clerk's Office, is hereby adopted and shall constitute a special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the improvement in the amount of the assessment levied against it.

2. Such assessments shall be payable in equal annual installments over an extended period of time as indicated in the individual Assessment Roll. The first of the installments are to be payable on or before the first Monday in January, 2019, and shall bear interest at the rate of 3.5 percent (3.5%) per annum. To the first installment shall be added interest on the entire assessment from first day of December 2018. To each subsequent installment when due shall be added interest for one year on all unpaid installments.

3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Finance Director, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution; and may, at any time thereafter, pay to the City Finance Director the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 30 or interest will be charged through December 31 of the next succeeding year.

4. The City Clerk shall forthwith transmit a certified duplicate of the assessment rolls to the County Auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

The foregoing resolution was offered by Councilmember _____, who moved its adoption, and on due second by Councilmember _____, was passed by the following vote:

Ayes:

Nays:

Absent:

Passed: October 15, 2018

ATTEST:

APPROVED:

Michelle R. Miller, City Clerk

Rita C. Albrecht, Mayor

COUNCIL AGENDA ITEM

Return to Agenda



Meeting Date: October 15, 2018

Action Requested: Consider Bemidji Volunteer Firefighters' Relief Association (FRA) Pension Benefit

Prepared By: Public Affairs Committee

note

Background

For the last three months, Manager Mathews, FRA Trustee Member Hellquist and Finance Director Eischens have been discussing the pension benefit with FRA officials. The current three-year understanding expires December 31, 2018.

On October 1st the Public Affairs Committee met to discuss this issue and the FRA proposal. Attached is the agenda item from this meeting.

Public Affairs Committee unanimously approved the recommendation for a benefit level increase to \$6,857, or 7%, effective January 1, 2019. In addition, there is a mutual understanding that future increases for 2020 and 2021 will be 7% annually, subject to annual review by both the FRA Trustees and the Public Affairs Committee.

Recommendation:

Public Affairs Committee recommends approval of FRA requested benefit level increase to \$6,857 effective January 1, 2019, including amending FRA by-laws reflecting this change (see attached). Pension benefit increases for 2020 and 2021 cannot be approved at this time but the understanding is 7% annual increases are reasonable pending annual review.

PUBLIC AFFAIRS COMMITTEE **AGENDA ITEM**



Meeting Date: October 1, 2018

Action Discussed: Consider Bemidji Volunteer Firefighters' Relief Association (FRA) Pension Benefit

Prepared By: Ron Eischens, Finance Director
Nate Mathews, City Manager

The current three-year understanding with the FRA regarding their pension benefit expires on December 31, 2018. Over the last several months, FRA Trustee member Hellquist and City staff discussed this and other issues with FRA officers.

The current pension benefit guaranteed by the City is \$6,408 per year of service. The FRA membership increased the benefit level to \$7,800 independently on September 25th to demonstrate their willingness to shoulder some financial risk. They believe their investment portfolio is able to safely grant this benefit increase and still withstand a significant stock market correction before the City would be liable to contribute to cover the guarantee.

A positive development is the FRA Trustee's decision to maintain a surplus position of 120%, versus the 105% stated in their By-Laws. This provides a cushion against future market downturns, minimizing the risk of a required City contribution.

Staff and FRA trustees believe it is in our joint interests to come to an agreement for the upcoming three-year period, years 2019 to 2021. The City is legally unable to approve a multi-year agreement regarding the pension benefit, but during our discussions, both sides are comfortable with a multi-year understanding, subject to annual review and approval, of the following:

- **Pension benefit increase:**
 - 7% for 2019 - \$6,857 per year of service
 - 7% for 2020 - \$7,337 per year of service
 - 7% for 2021 - \$7,850 per year of service

Council approval of any pension benefit increase carries with it a "financial guarantee", meaning that if the FRA is unable to fund the pension benefit, the City is financially obligated to maintain the benefit level. This liability is amortized over ten years. The Rural Fire Association is also guaranteeing their portion of any pension shortfall through their contract for fire services with the City.

Recommendation:

Staff recommend approving the FRA request for a pension benefit increase of \$449, or 7%, to a level of \$6,857 per year of service, effective 1/1/2019 with an annual review thereafter. The multi-year understanding includes proposed future increases as follows:

- \$480, or 7%, effective 1/1/2020 for an annual benefit of \$7,337
- \$513, or 7%, effective 1/1/2021 for an annual benefit of \$7,850

Approving the above action plan provides staff direction and support to address FRA requests for pension increases in 2020 and 2021.

Council needs to approve the 2019 pension benefit level as it must be acted on for each increase.



Bemidji
**Pioneer Firefighters Relief
ASSOCIATION**
318 5th ST NW
BEMIDJI, MINNESOTA 56601
Established 1897

October 9, 2018

Mr. Nate Mathews, City Manager
City Hall
316 4th St. NW
Bemidji, MN 56601

Greetings Nate,

The Bemidji Pioneer Volunteer Fire Department Relief Association Board of Trustees is requesting that the following resolution be included on the October 15, 2018 Council meeting agenda:

“Be it resolved to approve an amendment to Appendix A of the Bemidji Volunteer Fire Department Relief Association By-Laws to ratify a Benefit Level increase from \$6408 to \$6857 annually, effective January 1, 2019. “

Also attached is a copy of Appendix A showing how it would reflect the new benefit level if it were to be approved.

Respectfully,

Ben Hein, President

**APPENDIX A
BASE SUM**

The Base Sum Amount is: \$ 3,750

<u><i>Date Approved By Members</i></u>	<u><i>Amount</i></u>	<u><i>Approved By City Council Resolution</i></u>
September 26, 2000	\$ 3,750	October 22, 2000
April 25, 2006	\$ 4,150	June 5, 2006
October 30, 2007	\$ 5,100	December 17, 2007
September 24, 2013	\$ 5,350	December 16, 2013 (Effective 1/1/2014)
August 26, 2014	\$ 6,000	October 13, 2014 (Effective 1/1/2015)
September 27, 2016	\$6,252	October 17, 2016 (Effective 1/1/2017)
September 26, 2017	\$6,408	September 18, 2017 (Effective 1/1/18)
October 30, 2018	\$6857	October 15, 2018 (Effective 1/1/19)
September 26, 2017	\$7,000	(Effective December 31, 2017) **No City Council Approval Received

COUNCIL AGENDA ITEM Return to Agenda



Meeting Date: October 15, 2018

Action Requested: Authorize replacement of one Sanford Center boiler including 275 gallons of glycol

Prepared By: Ron Eischens, Finance Director *Ron*

Reviewed By: Nate Mathews, City Manager *Nate*

Background

The Sanford Center has three boilers providing heat to the building. In mid-July staff informed Council of boiler problems related to faulty electronic control boards. At that time, Council approved replacement of these boards, making two of the boilers operational. However, the third boiler is still not functioning.

Both the City Building Inspector and Venuworks maintenance staff concur the non-operational boiler should be replaced, starting a new warranty period. Quotes from local vendors to replace the boiler and 275 gallons of glycol are summarized below:

- Higgins Heating \$59,170
- Peterson Sheet Metal \$59,351
- Naylor's \$59,961

Funding for this project can come from the capital replacement fund established for the Sanford Center, which currently has a balance of \$624,000. In the near future, a request to replace certain audio visual and maintenance equipment will be presented for Council consideration as well.

Recommendation:

Authorize replacement of one Sanford Center boiler including 275 gallons of glycol to the low quote from Higgins Heating for \$59,170 with funding from the Sanford Center capital replacement fund.

CITY OF BEMIDJI

Return to Agenda

ORDINANCE NO. ____, 3rd SERIES

AN ORDINANCE AMENDING THE BEMIDJI CITY CODE,
ADOPTING AN AMENDED FEE SCHEDULE FOR 2019

THE CITY OF BEMIDJI DOES ORDAIN:

Section 1. Amended Fee Schedule. The collection of fees shall be in accordance with the attached fee schedule effective January 1, 2019.

Section 2. Publication of Ordinance. This Ordinance shall become effective 30 days after its passage and due publication thereof.

Ayes:

Nays:

Absent:

First Reading: October 15, 2018

Second Reading:

Final Reading:

ATTEST:

APPROVED:

Michelle R. Miller, City Clerk

Rita C. Albrecht, Mayor

2019 FEE SCHEDULE

Return to Agenda

As of January 1, 2019

DESCRIPTION	CURRENT FEE	2019 FEE Note: new or increased fee is in BOLD print
BUILDING DEPARTMENT		
Building/Mechanical Permits: Industrial, Commercial, Multi-family Residential, Single-family and additions	ATTACHED FEE SCHEDULE plus 65% plan review fee (valuation based on current state of MN building valuation data) plus State Surcharge Fee	ATTACHED FEE SCHEDULE plus 65% plan review fee (valuation based on current state of MN building valuation data) plus State Surcharge Fee
Demolition Building Permit – Residential	\$50.00	\$50.00/each
Demolition Building Permit - Commercial	\$100.00	\$100.00/each
Temporary Structure Permit (180 days)	\$50.00/each	\$50.00/each
RENTAL PROPERTY BUSINESS LICENSE/PERMIT		
1 unit residential	\$100.00/annual	\$100.00/annual
Duplex residential (2 units)	\$125.00 /annual	\$150.00 /annual
Multi-Unit Residential Buildings: 3-12 units 13-24 units 25 units & up	\$150.00 per bldg/annual \$200.00 per bldg/annual \$300.00 per bldg/annual	\$300.00 per bldg/annual \$500.00 per bldg/annual \$700.00 per bldg/annual
Re-inspection fee for Third & each additional inspection required for compliance	\$100.00/each	\$100.00/each
Complaint-based inspection (with validated violation)	\$100.00/each	\$100.00/each
Late Rental Registration Penalty	\$100.00/each	\$100.00/each
Reinstatement Fee of Suspended Rental License	\$500.00/each	\$500.00/each
First-time Rental Registration Fee (Rental Initiation Fee)	\$500.00 /each	\$400.00/each not including first year registration
Failure to Transfer Ownership Penalty	\$100.00/each	\$100.00/each
Operating without a License Penalty	\$500.00/each	\$500.00/each
Rental Appeal	\$200.00/each	\$200.00/each
Failure to Designate a Local Manager	N/A	\$100.00/each
CITY CLERK BUSINESS LICENSE FEES		
Adult Entertainment/Investigation Fee	\$75.00/first time	\$75.00/first time
Adult Entertainment Establishment	\$230.00/year	\$230.00/year
Adult Entertainment Establishment (late fee)	\$30.00/each	\$30.00/each
Amusement Devices	\$30.00/each	\$30.00/each
Amusement Rides	\$55.00/year	\$55.00/year
Billiards/Pool/Card Tables (per table)	\$20.00/year	\$20.00/year
Bowling Alley (per lane)	\$20.00/year	\$20.00/year
Carnival/Circus	\$240.00/year	\$240.00/year
Christmas Tree Lot	\$35.00/year	\$35.00/year
Cigarette/Tobacco Sales/E-Cigarette Sales	\$85.00/year	\$85.00/year
Dancer (Adult)	\$30.00/year	\$30.00/year
Dances (in lounge)	\$240.00/year	\$240.00/year

Dances (other)	\$95.00/year	\$95.00/year
Delivery Service	\$40.00/year	\$40.00/year
Fairs (Artisan, Craft)	\$75.00/year	\$75.00/year
Fireworks (Exclusive)	\$350.00/year (Set by State)	\$350.00/year (Set by State)
Fireworks (Non-Exclusive)	\$100.00/year (Set by State)	\$100.00/year (Set by State)
Fuel Plant/Bulk Storage (>25,000 gallons)	\$95.00/year	\$95.00/year
Fuel Plant/Bulk Storage (<25,000 gallons)	\$35.00/year	\$35.00/year
Gas Station (per pump)	\$35.00/year	\$35.00/year
Horse Drawn Carriage/Livery Service	\$65.00/year	\$65.00/year
Hotel/Motel	\$65.00/year	\$65.00/year
Massage Establishment	\$120.00/year	\$120.00/year
Massage Therapist	\$120.00/year	\$120.00/year
Massage Therapist (with Board Certification)	\$85.00/year	\$85.00/year
Pawnbroker	\$185.00/year	\$185.00/year
Peddler/Solicitor/Transient Merchant	\$280.00/60 days	\$280.00/60 days
Photographer	\$40.00/year	\$40.00/year
Plumber	\$95.00/year	\$95.00/year
Restaurant/Food Service	\$35.00/year	\$35.00/year
Roller Rink	\$50.00/year	\$50.00/year
Secondhand Goods/Junk Dealers	\$95.00/year	\$95.00/year
Shows/Exhibitions/Demonstrations	\$55.00/day- \$20.00/each add'l day	\$55.00/day- \$20.00/each add'l day
Taxicab/Limousine Driver	\$20.00/year	\$20.00/year
Taxicab/Limousine Service – First Vehicle	\$95.00/year	\$95.00/year
Taxicab/Limousine Service – Add'l Vehicles	\$35.00/year	\$35.00/year
Theater/Movie	\$175.00/year	\$175.00/year
Tree Removal Service	\$65.00/year	\$65.00/year
Used Car Lots	\$65.00/year	\$65.00/year
Transfer Business License	\$25.00/each	\$25.00/each
Duplicate Business License	\$10.00/each	\$10.00/each
Alcohol in Park Permit	\$50.00/each	\$50.00/each
Archery Application Fee – Deer hunt	\$10.00/hunting area	\$10.00/hunting area
Liquor License Fees		
Retail License Fee (existing businesses) *Reduced by \$100 if meet Statute requirements §340A.408, Subd. 3(c)	\$560.00*	\$560.00*
Club – Membership 200 or less; Club fees are set by State according to membership	\$300.00/year	\$300.00/year
Club – Membership 201-500	\$500.00/year	\$500.00/year
Club - Membership 501-1,000	\$650.00/year	\$650.00/year
Club – Membership 1,001–2,000	\$800.00/year	\$800.00/year
Club – Membership 2,001-4,000	\$1,000.00/year	\$1,000.00/year
Club – Membership 4,001-6,000	\$2,000.00/year	\$2,000.00/year
Club – Membership 6,000 or more	\$3,000.00/year	\$3,000.00/year
Intoxicating On Sale:		
35% food sales (Effective 2004)	\$3,780.00/year	\$3,780.00/year
Establishments that do not meet minimum food requirements	\$4,255.00/year	\$4,255.00/year
Intoxicating On Sale – Sunday		
Liquor License Investigative Fee	\$100.00/each	\$100.00/each
Liquor License Transfer Fee	\$60.00/each	\$60.00/each
Liquor (1-4 day)	\$120.00/each	\$120.00/each
Taproom License		
Small Brewer	\$240.00/each	\$240.00/each
On Sale Sunday Taproom	\$200.00/each	\$200.00/each
Off Sale Growler License (Sunday)	\$200.00/year	\$200.00/each

Wine	\$585.00/year	\$585.00/year
3.2% Beer Off Sale	\$95.00/year	\$95.00/year
3.2% Beer On Sale	\$295.00/year	\$295.00/year
Temp. On Sale Beer (3 months)	\$55.00/month	\$55.00/month
Consumption & Display Permit	\$65.00/year	\$65.00/year
Consumption & Display Permit (1 day only)	\$15.00	\$15.00
Annexation Fees		
State Fee	Actual Cost	Actual Cost
Publication Fees	Actual Cost	Actual Cost
Mailing Costs	Actual Cost	Actual Cost
Filing Fees (Recording)	Actual Cost	Actual Cost
Bonds		
Bonds totaling less than \$1 million	Fee \$3,000 plus out of pocket cost	Fee \$3,000 plus out of pocket cost
Bonds totaling \$1 million to \$5 million	Fee \$5,000 plus out of pocket cost	Fee \$5,000 plus out of pocket cost
Bonds exceeding \$5 million	Fee \$10,000 plus out of pocket	Fee \$10,000 plus out of pocket
Miscellaneous Fees		
City Hall Rental – Evenings	\$40.00	\$40.00
Video Technician (Channel 2)	Actual Cost	Actual Cost
Assessment Search (written or verbal request)	\$25.00/each	\$25.00/each
Copy of DVD Meetings	Actual Cost	Actual Cost
Copy(ies) – Black/White	\$.25/page	\$.25/page
Copy(ies) - Color	\$.50/page	\$.50/page
City Charter	\$2.00/each	\$2.00/each
Comprehensive Plan	\$20.00/each	\$20.00/each
DATA REQUEST – Staff time	Actual Cost	Actual Cost
Non-Sufficient Funds (NSF) Charge	\$30.00/each	\$30.00/each
Property Maintenance Code	\$3.00/each	\$3.00/each
FLAG – CITY	Actual Cost	Actual Cost
Delinquent Accounts Receivable Bills Charge – Not paid by the 21st of the month.	10% annually or .833% monthly	10% annually or .833% monthly
FRANCHISE FEES		
Electric Franchise Fees:	5.0% monthly gross revenues	5.0% monthly gross revenues
Gas Franchise Fees:	5.0% monthly gross revenues	5.0% monthly gross revenues
Parkland Dedication		
Residential (1 acre)	\$20,000.00	\$20,000.00
Non-Residential (1 acre)	\$50,000.00	\$50,000.00
Public Education Government (PEG)		
	\$0.50 month	\$0.50 month
Tax Increment Financing		
	\$7,500.00 application fee \$2,500 non-refundable	\$7,500.00 application fee \$2,500 non-refundable
FIRE DEPARTMENT		
Operational Inspections/Permits: (Under 2015 Mn State Fire Code Sec. 105.6)		
Child Care and Foster Care License	\$50.00/first two visits \$50.00/per add'l visit	\$50.00/first two visits \$50.00/per add'l visit
Commercial Property Fire Inspection	\$50.00/per visit All inspections	\$50.00/per visit All inspections

Open Burning	No Charge	No Charge
Pyrotechnics (Retail & Display)	\$50.00/per add'l visit	\$50.00/per add'l visit
Required Construction Permits/Inspections: (Under 2015 Mn State Fire Code 105.7)	Includes Plan Review & All Field Inspections	Includes Plan Review & All Field Inspections
Automated Fire Extinguishing Systems:	\$100 plus \$1 per head	\$100 plus \$1 per head
- Sprinkler Systems		
- Kitchen Hood	\$100 plus \$3 per head	\$100 plus \$3 per head
- Clean Agent	\$150.00	\$150.00
- Other	\$150.00	\$150.00
Standpipe	\$75.00	\$75.00
Fire Alarm and Detection Systems	\$75 plus \$1 per detection device	\$75 plus \$1 per detection device
Fire Pump	\$75.00	\$75.00
Flammable & Combustible Liquids (commercial dispensing and/or bulk storage)	\$75.00	\$75.00
Hazardous Materials (commercial dispensing and/or bulk storage)	\$75.00	\$75.00
LP Gas (commercial dispensing and/or bulk storage)	\$75.00	\$75.00
Fire Equipment:		
Engine (Type 1 – 4 person crew)	\$137.50 Standby \$275.00 Operating	\$137.50 Standby \$275.00 Operating
Engine (Type 6 - 2 person crew)	\$62.50 Standby \$125.00 Operating	\$62.50 Standby \$125.00 Operating
Tactical Tender (Type 1 – 2 person crew)	\$115.00 Standby \$230.00 Operating	\$115.00 Standby \$230.00 Operating
Aerial Truck (Type 1 – 4 person crew)	\$150.00 Standby \$300.00 Operating	\$150.00 Standby \$300.00 Operating
Heavy Rescue (2 person crew)	\$75.00 Standby \$150.00 Operating	\$75.00 Standby \$150.00 Operating
Water Rescue Equipment (Hovercraft or Boat)	\$50.00 Standby \$100.00 Operating	\$50.00 Standby \$100.00 Operating
Command Vehicle	\$28.00 Standby \$28.00 Operating	\$28.00 Standby \$28.00 Operating
Firefighter	\$45.00 Standby \$45.00 Operating	\$45.00 Standby \$45.00 Operating
Airport Standby ARFF Coverage	\$70.00 per flight	\$70.00 per flight
G.I.S. DEPARTMENT		
As-built Escrow – Commercial Property *Amount determined by G.I.S. Coordinator	\$500.00/min*	\$500.00/min*
Assigning New Address	\$50.00/each	\$50.00/each
2009 6" Resolution Color Aerial Photography covering the City limits & 5 year annexation areas	\$100.00/each	\$100.00/each
2007 6" Resolution Color Aerial Photography covering the City limits & 5 year annexation areas	\$100.00/each	\$100.00/each
2005 4" Resolution digital Ortho-Photography In Mr. SID Format ¼ Section	\$100.00/each	\$100.00/each
2005 1 ft. Resolution digital Ortho-Photography – Northern & Bemidji Townships	\$500.00/each	\$500.00/each
Aerial Photos, ½ Sections, Plats	\$2.00/each	\$2.00/each
City Street, Zoning or Ward Maps		
8 ½ x 11 (more than 1 page)	\$1.00/each	\$1.00/each

11 x 17	\$2.50/each	\$2.50/each
17 X 22	\$3.00/each	\$3.00/each
22 x 34	\$5.00/each	\$5.00/each
36 x 36	\$8.00/each	\$8.00/each
Custom Mapping	\$25.00/hour	\$25.00/hour
PARKS & RECREATION DEPARTMENT		
Park Usage - Deposit (refundable)	\$250.00 (minimum)	\$250.00 (minimum)
City Park		
City Park Building Rental	\$200.00	\$200.00
- Deposit (refundable)	\$300.00	\$300.00
Softball Field Rental	\$25/field/game	\$25/field/game
Tournament Fees:		
*Includes use of Main Building & Complex		
-Weekend/2 day	\$350.00	\$350.00
-1 day	\$200.00	\$200.00
- Tournament Field Rate	N/A	\$ 45.00/Field/Day
- Dragging Fee	N/A	\$ 2.00/time
- Chalking Fee	N/A	\$ 2.00/time
- Concession Fee (Daily Gross Sales)	N/A	5%-10%
- Deposit (refundable)	\$200.00	\$200.00
North Country Park		
Baseball Field Rental	\$35.00 per field/per day	\$35.00 per field/per day
Diamond Point Park		
Main Building Rental	\$200.00	\$200.00
- Deposit (refundable)	\$300.00	\$300.00
Pavilion Rental	\$100.00	\$100.00
- Deposit (refundable)	\$200.00	\$200.00
South Shore Park Building Rental		
- Deposit (refundable)	\$300.00	\$300.00
Neilson-Reise Arena		
	SEE ATTACHED 2018 RATES	SEE ATTACHED 2019 RATES
Nymore Park:		
Warming House Rental	\$50.00	\$50.00
- Deposit (refundable)	\$100.00	\$100.00
Fish House Impoundment Fee (left in Park)	\$75.00	\$75.00
Community Garden Plot:		
15 x 15 garden plot	\$20.00/each	\$20.00/each
10 x 15 garden plot	\$15.00/each	\$15.00/each
POLICE DEPARTMENT		
ADMINISTRATIVE FINES (See attached list for offenses)	\$60/EACH	\$60/each unless otherwise noted
False Alarms:		
Fire/Security – First 3 Alarms	\$0	\$0
4 th – 10 th Alarm	\$50.00/each	\$50.00/each
11 th – 15 th Alarm	\$100.00/each	\$100.00/each
16 th plus each successive alarm	\$150.00/each	\$150.00/each
Dog & Cat License:		
Dog or Cat - Not spayed/Neutered	\$25.00/year	\$25.00/year
Dog or Cat – Spayed/Neutered	\$10.00/year	\$10.00/year
Dog or Cat- Impound	\$40.00/each + daily care	\$40.00/each + daily care
Daily Care	\$10.00/per day	\$10.00/per day

Replacement Dog/Cat License	\$.50/each	\$.50/each
Impound Vehicles – At City Yard	\$10.00/per day	\$10.00/per day
Billable Transaction Fees for Pawnbrokers and Secondhand & Precious Metal Dealers	\$1.00/per billable transaction	\$1.00/per billable transaction
Security	\$85.00/per hour	\$85.00/per hour
Immobilization Device Removal	\$5,000.00	\$5,000.00
Crime-Free Multi-housing Educational Course	\$40.00/each	\$40.00/each
Parking Tickets – Paid within 72 hours	\$15.00/each	\$15.00/each
Parking Tickets – Paid After 72 hours	\$30.00/each	\$30.00/each
Parking Permits (LAKE BLVD Residents ONLY)	\$15.00/3 years	\$15.00/3 years
PUBLIC WORKS DEPARTMENT		
EROSION & SEDIMENT CONTROL ESCROW *Amount may be higher based on determination by the City Engineer. After completion of project, escrow is refunded.	\$250.00*	\$250.00*
Refuse Rates		
Residential Rates:		
One 65 gallon can per week	\$13.57 /month	\$15.00 /month
One 95 gallon can per week	\$13.57 /month	\$15.00 /month
Refuse Bag System (no new customers)	\$2.00/each plus \$1.00 can rental/month	\$2.00/each plus \$1.00 can rental/month
Job Lot/Recycling Pickup	\$100 /Non-scheduled \$75 /Scheduled	\$105 /Non-scheduled \$80 /Scheduled
Start or Stop Refuse Service	\$20.00/each event	\$20.00/each event
Refuse Pickup After the Fact (customer failed to have refuse can out in time)	\$5.00/each event	\$5.00/each event
Delinquent Refuse Charge: Applied to the bill if not paid by the 21 st of the month.	10%	10%
STORMWATER UTILITY CHARGES		
Single Family Household (owner occupied)	1.0 ERU*	1.0 ERU*
Rental Units – Non-homestead	1.0+.5 ERU per unit	1.0+.5 ERU per unit
Business/Industrial	1.0 ERU per 3,700 sq. ft.	1.0 ERU per 3,700 sq. ft.
Medical Office	1.0 ERU per 6,700 sq. ft.	1.0 ERU per 6,700 sq. ft.
University	1.0 ERU per 6,700 sq. ft.	1.0 ERU per 6,700 sq. ft.
Agriculture/Open/Vacant Lot	1.0 ERU per 10 acres	1.0 ERU per 10 acres
Minimum Charge (2.5 acres or less)	\$1.59 per month	\$1.59 per month
Basic System Rate	\$6.44 per month	\$6.44 per month
Parcels located outside a stormwater drainage district	\$3.22 per ERU	\$3.22 per ERU
Delinquent Stormwater Utility Charge – Applied to the bill if not paid by the 21 st of the month. *Equivalent Residential Unit (ERU)	10%	10%
STORMWATER RELATED VIOLATIONS		
Street Sweeping	ATTACHED FINE SCHEDULE \$250/hour	ATTACHED FINE SCHEDULE \$250/hour
WATER - TIER RATES		
0 to 10,000 gallons	\$3.66 per thousand gallons of water used Plus fixed base rate*	\$3.73 per thousand gallons of water used Plus fixed base rate*
10,001 to 50,000 gallons	\$4.29 per thousand gallons of water used Plus fixed base rate*	\$4.28 per thousand gallons of water used Plus fixed base rate*
Over 50,000 gallons	\$5.04 per thousand gallons of water used Plus fixed base rate*	\$5.14 per thousand gallons of water used Plus fixed base rate*

SEWER RATES		
Sewer	\$6.67 per thousand gallons of water used Plus fixed base rate*	\$6.80 per thousand gallons of water used Plus fixed base rate*
Sewer only	\$37.00 per month (regardless of the number of people at the residence)	\$37.74 per month (regardless of the number of people at the residence)
FIXED BASE RATE BASED ON METER SIZE:		
5/8" to 3/4" Meter	Water \$ 5.38 Sewer \$40.93 Total \$46.31	Water \$ 5.49 Sewer \$11.15 Total \$16.64
1" Meter	Water \$ 7.53 Sewer \$45.30 Total \$22.83	Water \$ 7.68 Sewer \$15.61 Total \$23.29
1.5" Meter	Water \$ 9.68 Sewer \$49.68 Total \$29.36	Water \$ 9.87 Sewer \$20.07 Total \$29.94
2" Meter	Water \$15.60 Sewer \$31.67 Total \$47.27	Water \$15.91 Sewer \$32.30 Total \$48.21
3" Meter	Water \$ 59.13 Sewer \$120.05 Total \$179.18	Water \$ 60.31 Sewer \$122.45 Total \$182.76
4" Meter	Water \$ 75.31 Sewer \$152.91 Total \$228.22	Water \$ 76.82 Sewer \$155.97 Total \$232.79
6" Meter	Water \$142.98 Sewer \$229.35 Total \$342.34	Water \$115.24 Sewer \$233.94 Total \$349.18
*Fixed/Base fee is charged regardless of water consumption.		
Sprinkling Meter	Water usage rate only. No base rate.	Water usage rate only. No base rate.
Bulk Water/Hydrant Meter	Flat Fee \$10.00 + water rate per thousand gallons of water used	Flat Fee \$10.00 + water rate per thousand gallons of water used
Delinquent Utility Charge – Applied to the utility bill if not paid by the 21 st of the month.	10%	10%
Reconnection Fee (Water)/Shutoff Fee	\$50.00	\$50.00
Misc. Water Fees		
Tapping Fee –1"	\$50.00/each	\$50.00/each
Tapping Fee - 1 1/2"	\$50.00/each	\$50.00/each
Tapping Fee - 2"	\$50.00/each	\$50.00/each
Hydrostatic Fee – Water Line	\$60.00/each	\$60.00/each
Plumbing Inspections (water & sewer)	\$30.00/each	\$30.00/each
Digging Permits	\$50.00/each	\$50.00/each
Bituminous Replacement (4' x 8')	\$250.00/each*	\$250.00/each*
*Approx. Oct. 21-May 15	*\$100.00 add'l fee if hot mix not available	*\$100.00 add'l fee if hot mix not available
WATER METER:		
Domestic Use		
3/4" S	\$340.00/each	\$360.00/each

3/4" Full	\$370.00/each	\$380.00 /each
1" Meter	\$500.00/each	\$520.00 /each
1 1/2" Meter	\$1,420.00/each	\$1,480.00 /each
2" Meter	\$1,611.00/each	\$1,670.00 /each
3" Meter	\$1,987.00/each	\$2,020.00 /each
4" Meter	\$2,976.00/each	\$3,000.00 /each
6" Meter	\$5,087.00/each	\$5,200.00 /each
Irrigation Only		
5/8" x 3/4" Meter	\$340.00/each	\$360.00 /each
3/4" Meter	\$370.00/each	\$380.00 /each
1" Meter	\$500.00/each	\$520.00 /each
1 1/2" Meter	\$950.00/each	\$1,000.00 /each
2" Meter	\$1,120.00/each	\$1,200.00 /each
3" Meter	\$1,360.00/each	\$1,400.00 /each
4" Meter	\$2,400.00/each	\$2,450.00 /each
6" Meter	\$4,300.00/each	\$4,400.00 /each
Water Meter Repair and Testing	Actual Cost	Actual Cost
WATER ACCESS CHARGE	SEE ATTACHED CHART	SEE ATTACHED CHART
SEWER ACCESS CHARGE	SEE ATTACHED CHART	SEE ATTACHED CHART
Birchmont Drive Municipal Utility System Facilities Connection Charge (due and payable prior to connection to said Facilities of a connection unit not otherwise the subject of a levied special assessment):		
Connection to both Water and Sanitary Sewer (single family residential building)	\$20,315.00	\$20,315.00
Connection to Sanitary Sewer Only (where premises are already connected to municipal water)	\$13,990.00	\$13,990.00
Connection to both Water and Sanitary Sewer (individual dwelling unit in multi-unit residential building or development)	\$18,815.00	\$18,815.00
Division Street Connection Charge – Municipal Water & Sanitary Sewer	\$12,000.00	\$12,000.00
Anne Street Connection Charge - Municipal Sanitary Sewer		\$12,000.00

***7.875% state sales tax (includes City and County taxes) required on copies and maps.**

NEILSON REISE ICE ARENA

2019 Rates

Ice Rental Rates

Group	Rate / Hour	
	CURRENT	NEW
ALL GROUPS* – January - December	\$114	\$120.00
* BYHA YOUTH Rate (October 17 to March 21 st)	\$99	\$105.00

Annual Rate (by written agreement/contract)

Group	Rate / Annually	
Non-profit youth groups renting 400 Hours of Ice Time per Calendar Year (January-December).	\$35,757	\$38,157

General Skate/Open Hockey/Skate Sharpening

General Skate/Open Hockey	\$4.00/person
General Skate/Open Hockey Punchcard	\$35.00/10 punches
Skate Sharpening	\$4.00/pair
Skate Sharpening Punchcard	\$20.00/6 punches

WATER & SEWER ACCESS CHARGES

Water Connection Fees*:

Meter Size	AWWA Rated Capacity (GPM)	HE Ratio	Connection Fee (lesser of 2 x sq root ratio or HE Ratio)
3/4 inch S	20	1.00	\$845
3/4 inch Full	30	1.50	\$1,268
1 inch	50	2.50	\$2,113
1.5 inch	100	5.00	\$3,780
2.0 inch	160	8.00	\$4,780
3.0 inch	320	16.00	\$6,760
4.0 inch	500	25.00	\$8,450
6.0 inch & Larger	1,000	50.00	\$11,950

Sewer Connection Fees For Customers Connected to Both Water and Sewer:

Meter size	AWWA Rated Capacity (GPM)	HE Ratio	Proposed Connection Fee (lesser of 2 X Square Root Ratio or HE Ratio)
5/8 inch	20	1.00	\$ 1,830
3/4 inch	30	1.50	\$ 2,745
1 inch	50	2.50	\$ 4,575
1.5 inch	100	5.00	\$ 8,185
2.0 inch	160	8.00	\$ 10,350
3.0 inch	320	16.00	\$ 14,640
4.0 inch	500	25.00	\$ 18,300
6.0 inch and larger	1,000	50.00	\$ 25,880

Sewer Connection Fees For Customers Connected to Only the Sewer:

Pipe Diameter inches	Flow gpm at minimum slope	AWWA Meter Size With Comparable Flow	AWWA Rated Capacity (GPM)	Proposed Sewer Connection Fee
4 inch (Minimum allowed)	78		N/A	\$ 1,830
6 inch	176	2.0 inch	160	\$ 10,350
8 inch	313	3.0 inch	320	\$ 14,640
10 inch	490	4.0 inch	500	\$ 18,300
12 inch	705			\$ 21,960
15 inch and larger	1,102	6.0 inch	1,000	\$ 25,880

***NOTE: Water Access Connection fees for non-residential (commercial or business) use are subject to applicable state and local sales taxes.**

See also: SAC/WAC Policy

BUILDING PERMIT FEE SCHEDULE

(1997 UBC) (July 15, 2003)

<u>VALUATION</u>	<u>FEEES</u>
\$1 to \$500	\$23.50
\$501 to \$2,000	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, up to and including \$2,000.00
\$2,001 to \$25,000	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, up to and including \$25,000.00
\$25,001 to \$50,000	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, up to and including \$50,000.00
\$50,001 to \$100,000	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, up to and including \$100,000.00
\$100,001 to \$500,000	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, up to and including \$500,000.00
\$500,001 to \$1 million	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, up to and including \$1,000,000.00
\$1,000,001 and up *	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00, or fraction thereof

ADD:

State Surcharge (Valuation < \$1 million) = ½ mil or .0005 X project amount
(Valuation > \$1 million) = Refer to chart

Plan Review Commercial = 65% of applicable building permit fee
Residential = 32.5% of applicable building permit fee (minimum \$150)

NOTES:

Owner and/or contractor may be subject to an administrative penalty fee in addition to applicable permit fee if work commences prior to securing building permit.

- Permit application made prior to project completion:
Permit + Penalty Fee = 2 X permit fee
- Permit application not made prior to project completion:
Permit + Penalty Fee = 3 X permit fee

ADMINISTRATIVE FINES

CITY CODE VIOLATIONS

CODE

TRAFFIC - \$60.00

Speed /unreasonable acceleration (1-10 mph)	Sec. 24-1
U-turns	Sec. 24-41
Exhibition Driving	Sec. 24-43
Drive through private property	Sec. 24-45

Non-Traffic - ~~\$60.00~~ \$100.00

Careless bicycle operation	Sec. 24-47
Skateboards downtown	Sec. 24-52
Snowmobiles downtown/speed	Sec. 24-79
Unattended vehicle (w/keys)	Sec. 24-132

ANIMALS - \$60.00

Dog to run at large	Sec. 6-32
No license	Sec. 6-33
Dangerous dog	Sec. 6-37(2)
Habitual barking dog	Sec. 6-37(4)
Dog vaccination required	Sec 6-37(5)

NOISE - ~~\$60.00~~ \$100.00

General	Sec. 14-105
Radios/CD player	Sec. 14-106
Exhaust	Sec. 14-107
Animals	Sec. 14-108

MISCELLANEOUS - ~~\$60.00~~ \$100.00

Disorderly conduct	Sec. 18-31
Littering	Sec. 18-31(9)
Tampering w/ a motor vehicle	Sec. 18-31(10)
Trespass	Sec. 18-31(11)
Disorderly house	Sec. 18-32
Consume in public	Sec. 18-33
Consume in a private parking lot	Sec. 18-34
Obstruction of a public officer	Sec. 18-71
Inhale glue or paint	Sec. 18-101
Discharge gun/fireworks	Sec. 18-103
Obstructions in street	Sec. 20-2
Regulating grass, weeds & trees	Sec. 20-4
Sidewalk maintenance, repair & snow removal	Sec. 20-6
Maintenance of private property	Sec. 14.32
Junk cars (unlicensed vehicle), household furniture & appliances stored outdoors	Sec. 14.34
Unauthorized Use of Fire Hydrant	Sec. 26-118

Miscellaneous - \$60.00

Curfew during school 2200-0600 hrs	Sec. 18-151
Curfew non-school 2300-0600 hrs	Sec. 18-151

BUILDING & HOUSING VIOLATIONS

Failure to License Rental	Sec. 10-46	\$500.00
Failure to Transfer Rental	Sec. 10-48	\$100.00
Fire prevention violations (Smoke/CO Detectors)	PM-705.5	\$ 25.00 \$50.00
Building Code Violations	Chapter 10	\$100.00
Housing Code Violations	Chapter 10	\$100.00
House number missing	PM 304.3	\$35.00 \$50.00

STORMWATER ADMINISTRATIVE FINE SCHEDULE

Erosion and Sediment Control Violations (Chapter 14, Article VII), Specifically:

Failed to perform proper maintenance of temporary/structural Stormwater BMP:	
Minor Violations.....	\$50.00
Major Violations.....	\$100.00
Removal and/or alterations to a structural Stormwater BMP :	
Minor Violations.....	\$500.00
Major Violations.....	\$1,000.00
Failure to submit required easement and/or maintenance agreement.....	\$250.00
Failure to submit maintenance records.....	\$100.00

Illicit Discharges and Connections (Chapter 14, Article VIII)

Illicit Discharge:	
Major Violations.....	\$1,000.00
Minor Violations.....	\$250.00
Illicit Connection to Stormwater System:	
Major Violations	\$1,000.00
Minor Violations	\$500.00
Failure to Provide Adequate Preventative Measures to Prevent an Illicit Discharge:	
Major Violations.....	\$100.00
Minor Violations.....	\$50.00
Failure to Report a Spill.....	\$250.00
Failure to Cleanup a Spill.....	\$250.00
Failure to Respond to a Notice of Violation	\$100.00

CONSIDERATIONS FOR MAJOR VIOLATIONS

- Potentially critical impact on public health or the environment
 - Potentially dangerous to human life or safety
 - Continuing nature of the violation*
 - Cost of restitution. repair or remediation exceeds \$1,000
- ❖ **Any violation not listed above or failure to come into compliance with the Ordinance requirements is an automatic Level 2 violation.**
- ❖ **Fines will be in addition to any remediation, restoration, repair done by a designated governmental agency or contractor if need per Sec. 14-206.**

REPEAT VIOLATIONS: DOUBLE

Second or more offenses within one year - double the amount of the scheduled fine for the previous violation, up to a maximum of \$2,000.

CONTINUING VIOLATIONS: FINE FOR EACH DAY

A fine for more than one day of a continuing violation may be imposed if (1) the violation caused a serious threat of harm to public health, safety, or welfare, or (2) the violator intentionally and unreasonably refused to comply with the City Code requirements.

GBAJPB ADMINISTRATIVE FINE SCHEDULE

2019

The fine amount is based on the Greater Bemidji Area Joint Planning Board (GBAJPB) Zoning & Subdivision Ordinance that is violated. There are three (3) levels of fines.

Level 1 -- \$60.00

Level 2 -- \$125.00

Level 3 -- \$300.00

PLANNING & ZONING VIOLATIONS

Level 1	
Parking on the Grass	Section 1009 – Parking Standards
Temporary Signage without Permit	Article VII – Sign Regulations
Outdoor Storage - Residential	Section 1002 – Exterior Storage
Level 2	
Outdoor Storage Commercial / Industrial	Section 1002 – Exterior Storage & Outdoor Display of Merchandise
Landscaping Requirement Violations	Section 1006 – Landscaping Requirements
Exterior Lighting Violations	Section 1008 – Lighting
Abandoned or Inoperable Vehicles	Section 102 – Intent and Purpose
Level 3	
Septic Installation without Permit	Article VIII – Sanitation Standards
Shoreland Alterations without Permit	Article IX – Shoreland Regulations
Removal of Trees without Permit	Section 1007 – Tree Preservation
Unlawful Land Use	Article III – District Regulations

- ❖ **Any violation not listed above or failure to come into compliance with the Ordinance requirements is an automatic Level 2 violation.**

REPEAT VIOLATIONS: DOUBLE

Second or additional offenses within one year - double the amount of the scheduled fine for the previous violation, up to a maximum of \$2,000. For example, if there were four occurrences of a Level One Violation, the fine for the fourth occurrence would be \$960 (first: \$120; second: \$240; third: \$480; fourth: \$960).

CONTINUING VIOLATIONS: FINE FOR EACH DAY

A fine for more than one day of a continuing violation may be imposed if (1) the violation caused a serious threat of harm to public health, safety, or welfare, or (2) the violator intentionally and unreasonably refused to comply with the Ordinance requirements.

CITY OF BEMIDJI Return to Agenda

ORDINANCE NO. , 3RD SERIES

**AMENDING ORDINANCE ANNEXING PROPERTY CONTIGUOUS TO
JEFFERSON AVE SW, MIKRANTIP RD SW AND MAG SEVEN CT SW
TO THE CORPORATE LIMITS OF THE CITY OF BEMIDJI
(Headwaters Unitarian Universalist Fellowship, Inc.)**

THE CITY OF BEMIDJI DOES ORDAIN AS FOLLOWS

Paragraph 2 of said Ordinance is hereby amended to read as follows:

2. The City of Bemidji, pursuant to Minn. Stat. § 414.036, that with respect to the property taxes payable on the area legally described herein, hereby annexed, shall make payment to the Township of Bemidji in accordance with the following:
 - a. In the first year following the year in which the City of Bemidji could first levy on the annexed area, an amount equal to \$357.83 payable in one lump sum payment. A sum total of \$357.83 payable over a period of two years in two (2) equal annual installments, the first installment payable in the first year following the year in which the City of Bemidji could first levy on the annexed area.

The City Clerk is hereby authorized and directed to file a copy of this Ordinance with the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, the Minnesota Secretary of State, the Beltrami County Auditor, and the Township Clerk, and to take such actions and to provide such additional information as may be needed to achieve the purpose of this Ordinance.

All other provisions of Ordinance No. 150, 3rd Series, and this Ordinance shall be in full force and effect and final upon the date this Ordinance is approved by the Office of Administrative Hearings and due publication thereof.

Ayes:

Nays:

Absent:

First Reading: September 17, 2018

Second Reading: October 1, 2018

Final Reading: October 15, 2018

Attest:

Approved:

Michelle R. Miller, City Clerk

Rita C. Albrecht, Mayor

COUNCIL AGENDA ITEM



Meeting Date: October 15, 2018

Action Requested: Authorization to Publish a Summary of an Ordinance

Prepared By: Michelle R. Miller, City Clerk

Reviewed By: Nate Mathews, City Manager

I am respectfully requesting to publish the following summary of an ordinance as allowed by City Charter Section 3.09:

LEGAL ADVERTISEMENT

ORDINANCE NO. 153, 3rd SERIES: "An Ordinance Amending Ordinance Annexing Property Contiguous to Jefferson Avenue SW, Mikrantip Rd SW and Mag Seven Ct SW to the Corporate Limits of the City of Bemidji. This Ordinance was approved by the City Council on Monday, October 15, 2018. This Ordinance shall become effective 30 days after publication and upon approval by the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings. A complete copy of the Ordinance is available by contacting the City Clerk, 317 4th Street NW, Bemidji, MN 56601 (218-759-3570).

Recommendation:

Authorize publication of Ordinance summary.

CITY OF BEMIDJI Return to Agenda

ORDINANCE NO. , 3RD SERIES

**AMENDING ORDINANCE ANNEXING PROPERTY
CONTIGUOUS TO DIVISION ST W OR CSAH 7
TO THE CORPORATE LIMITS OF THE CITY OF BEMIDJI
(Loonesota, Inc.)**

THE CITY OF BEMIDJI DOES ORDAIN AS FOLLOWS:

Pre-amble paragraph 8 of said ordinance is hereby amended to read as follows:

WHEREAS, the legal description of the Property is as follows:

The West 208.74 feet of the East 538.74 feet of the Southeast Quarter of the Southwest Quarter (SE $\frac{1}{4}$ of SW $\frac{1}{4}$), Section Seven (7), Township One Hundred Forty-six (146), Range Thirty-three (33), less the West 100 feet of the East 538.74 feet of the South 203 feet and less the North 720 feet thereof, and less that part thereof conveyed to County of Beltrami as shown by microfilm no. 265789, and excepting county highway right of way.

Paragraph 2 of said Ordinance is hereby amended to read as follows:

2. The City of Bemidji, pursuant to Minn. Stat. § 414.036, that with respect to the property taxes payable on the area legally described herein, hereby annexed, shall make a cash payment to the Township of Bemidji in accordance with the following:
 - a. In the first year following the year in which the City of Bemidji could first levy on the annexed area, an amount equal to \$213.71 payable in one lump sum payment. A sum total of \$213.71 payable over a period of two years in two (2) equal annual installments, the first installment payable in the first year following the year in which the City of Bemidji could first levy on the annexed area.

The City Clerk is hereby authorized and directed to file a copy of this Ordinance with the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, the Minnesota Secretary of State, the Beltrami County Auditor, and the Township Clerk, and to take such actions and to provide such additional information as may be needed to achieve the purpose of this Ordinance.

All other provisions of Ordinance No. 151, 3rd Series, and this Ordinance shall be in full force and effect and final upon the date this Ordinance is approved by the Office of Administrative Hearings and due publication thereof.

Ayes:

Nays:

Absent:

First Reading: September 17, 2018

Second Reading: October 1, 2018
Final Reading: October 15, 2018

Attest:

Michelle R. Miller, City Clerk

Approved:

Rita C. Albrecht, Mayor

COUNCIL AGENDA ITEM



Meeting Date: October 15, 2018

Action Requested: Authorization to Publish a Summary of an Ordinance

Prepared By: Michelle R. Miller, City Clerk

Reviewed By: Nate Mathews, City Manager

I am respectfully requesting to publish the following summary of an ordinance as allowed by City Charter Section 3.09:

LEGAL ADVERTISEMENT

ORDINANCE NO. 154, 3rd SERIES: "An Ordinance Amending Ordinance Annexing Property Contiguous to Division St W or CSAH 7 to the Corporate Limits of the City of Bemidji. This Ordinance was approved by the City Council on Monday, October 15, 2018. This Ordinance shall become effective 30 days after publication and upon approval by the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings. A complete copy of the Ordinance is available by contacting the City Clerk, 317 4th Street NW, Bemidji, MN 56601 (218-759-3570).

Recommendation:

Authorize publication of Ordinance summary.