

# **CITY COUNCIL PROCEEDINGS**

## **BEMIDJI, MINNESOTA**

### **Regular Meeting – April 17, 2006**

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, April 17, 2006 at 7:00 p.m. in the Council Chambers of City Hall, Mayor Lehmann presiding.

Upon roll call, the following Councilmembers were declared present: Downs, Meuers, Erickson, Johnson, Lehmann, Hellquist. Absent: Markeson.

#### **AMENDMENTS TO AGENDA**

Lehmann called for any amendments to the agenda. Motion by Johnson, second by Downs, to approve the agenda as presented. Motion carried by unanimous vote.

#### **MINUTES**

Minutes of the April 3, 2006 regular meeting and April 10, 2006 work session were presented for approval. Lehmann noted that Dagin should be spelled Dagen in the April 3, 2006 minutes. Motion by Downs, second by Hellquist, to approve the minutes as amended. Motion carried by unanimous vote.

#### **CONSENT AGENDA**

The following Consent Agenda items were presented for approval. Motion by Johnson, second by Meuers, to approve the Consent Agenda items as follows:

1. Approved Claims submitted by the Finance Officer in the total amount of \$293,578.22.
2. Approved miscellaneous business licenses.
3. Awarded quote for sanitary and storm sewer cleaning and television inspection (Veit & Company - \$34,451.80).
4. Authorized purchase of a one ton truck bed from Crysteel Truck Equipment in the amount of \$10,308.32.
5. Authorized establishment of a new City fund for fire department equipment replacement.
6. Authorized **RESOLUTION NO. 5312** requesting conveyance of tax-forfeited lands (Parcel #80.01901.00 and #80.00235.00).
7. Declared surplus equipment – 1992 F350 Ford 1 ton truck and 1995 Toro Groundsmaster 345 Riding Mower (Parks Department).

Motion carried by unanimous vote.

#### **COMMITTEE REPORTS**

##### **Public Works Committee**

Hellquist stated that the Public Works Committee met and discussed the costs of developing stormwater in new commercial and residential developments. The Committee recommends the following:

- Maintain the 50% special assessment for new developments;
- Maintain the 50% special assessment for construction in developed and redeveloped commercial areas with the option for up to five year deferral; and
- In residential areas that are developed and receiving storm sewer, require a 25% special assessment of the minimum sized pipe. No special assessment on larger pipe sizes or discharge pipes that are outside the project area.

Motion by Hellquist, second by Johnson, to accept the Public Works Committee's recommendations for the stormwater special assessments and directed staff to prepare language amending the Policies for Public Improvements for the Council's consideration.

#### **PRESENTATION**

##### **Heritage Preservation Commission Update**

Cindy Serratore, Heritage Preservation Commission Chair, stated that the Commission has completed a strategic plan which identified its vision, mission and action steps. The

Commission's vision is "Bemidji will become a community that demonstrates its commitment to history and culture by identifying, preserving and enhancing its unique archeological and architectural landmarks." Ms. Serratore stated that to support this vision, the Commission's priorities include completing an inventory of historic buildings and sites, documenting existing structures prior to redevelopment, conducting education and marketing, and seeking Certified Local Government status. The Commission will be inviting representatives from the State Historic Preservation Office for a day-long training session. Several Commission members will be attending a local history workshop on Friday, April 28, 2006 in Grand Rapids.

## **OLD BUSINESS**

**RESOLUTION NO. 5313:** Accepting a Feasibility Report and Calling for a Public Hearing (24<sup>th</sup> Street – 350 feet east of Hannah Avenue to Pine Ridge Avenue) was offered by Councilmember Hellquist, who moved its adoption, and upon due second by Councilmember Erickson was passed by unanimous vote.

### Birchmont Drive

Freeberg stated that the City received four proposals from engineering firms for the Birchmont Drive Corridor Water and Sewer Project. A committee has reviewed the proposals, interviewed the firms and recommends the City hire the firm of Freeberg & Grund. Freeberg commented that since the scope of the project is not determined yet, staff is recommending that the City only proceed with the topographical survey.

Motion by Erickson, second by Hellquist, authorizing the City to enter into an agreement with Freeberg & Grund not to exceed \$57,500 for topographic surveys in the Birchmont Drive Corridor. Motion carried unanimously.

### Transition Planning

Lehmann stated that he appreciated the thought and effort that Councilmembers have given to the transition process and the hiring of a new City Manager. During the interim Council and staff are going to have to pull together to ensure service delivery does not suffer. Lehmann recommended the following information from the Management Team to help the Council and staff stay focused on the work at hand:

1. Out of town travel by department heads should be reported on a monthly basis and be approved in advance by the Interim Management Team. Items to report include date, destination, purpose and a short explanation of why travel benefits the City.
2. An Interim Management Team member should attend at least one departmental meeting with a department director and the department supervisors per month.
3. A monthly report showing all personnel actions including changes in pay, promotion, discipline, or any investigation of employee conduct should be provided to the Council.

Felix commented that before anything is passed on to the Council it would be in compliance with the Data Privacy Act.

Motion by Downs, second by Erickson, accepting the Mayor's transition team recommendations. Motion carried unanimously.

## **NEW BUSINESS**

### Fire Relief Association Pension

Bruce Hemstad, Secretary for Bemidji Pioneer Volunteer Dept. Relief Association, stated that they are formally requesting the Council ratify a proposed By-law amendment to the Relief Association Constitution and By-laws. This amendment would increase the service pension benefit level from the current \$3,750 to \$4,150 per year of service effective upon ratification. Hemstad stated that extensive discussions with administration and Council have been held regarding an adequate fund reserve. With the proposed increase in benefit level the fund will retain a positive fund balance reserve of at least 7.27% or more.

Erickson expressed concerns about increasing the fund level noting that the typical number of firefighters is higher compared to other cities and concerns about the funding ratio. She stated that the State Auditor report warns that benefit increases can have costly consequences.

Downs stated that the only cost for the City for the volunteer firefighters is payment on a per call basis on an hourly rate. He commented that the City's contribution for the 40-member volunteer fire department has been minimal.

Motion by Downs, second by Meuers, approving the ratification of the Relief Association Constitution and By-laws. This amendment increases the service pension benefit to \$4,150 per year effective May 1, 2006. Motion carried with the following vote: Ayes: Meuers, Hellquist, Lehmann, Johnson, Downs. Nays: Erickson. Absent: Markeson.

#### Beltrami County Housing Study

Minke provided an overview of the Beltrami County Housing Study. There will be a presentation and discussion of the housing study on Tuesday, April 25, 2006 at 10:00 a.m. at City Hall.

### **ORDINANCES**

**ORDINANCE NO. 426, 2<sup>ND</sup> SERIES**, AN ORDINANCE AMENDING THE BEMIDJI CITY CODE, AMENDING 2006 FEE SCHEDULE TO INCLUDE A FEE STRUCTURE FOR INDUSTRIAL REVENUE BONDS AND JOBZ APPLICATIONS was given a final reading and passed by unanimous vote.

Pursuant to published notice, a Public Hearing was held to receive input regarding a proposed Ordinance Relating to Implementation of Compensation for City Appointed Members on the Bemidji Area Growth Management Planning Committee. Mayor Lehmann opened the Public Hearing at 8:20 p.m.

Richard Slinkman, member of the Joint Planning Committee, stated that the Joint Planning Committee is not a committee of the City but a committee of the Joint Powers Planning Committee. Slinkman stated that this group has been meeting since the last year with no compensation. The City members became aware that the Township members are being paid and it was felt that this was an inequity.

With no further public comment, Mayor Lehmann the public hearing at 8:29 p.m.

**AN ORDINANCE** Relating to Implementation of Compensation for City Appointed Members on the Bemidji Area Growth Management Planning Committee was given a second reading.

**AN ORDINANCE** Amending the Zoning Map adopted in Chapter 13, Section 13.08 of the Bemidji City Code (Planning Case #2006-03 – Bemidji Development) was given a first reading.

### **UPCOMING MEETINGS**

- May 1 @ 5:30 p.m. – Special Work Session – TIF
- May 1 @ 7:00 p.m. – BEDA/City Council Meeting
- May 2 @ 5:00 p.m. – Board of Equalization
- May 8 @ 5:30 p.m. – Work Session – City Manager Hiring
- May 22 @ 5:30 p.m. – Special Work Session – Utility Fund Cash Flow Analysis

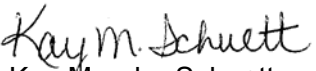
### **COUNCIL/STAFF REPORT**

- Minke reported that the Rural Fire contract should be ready for Township review by the end of the month.
- Lehmann acknowledged Minke's years of service and congratulated him on his new position.
- Lehmann commented that the Freedom Defender's Memorial groundbreaking will be on Tuesday, April 18 at 10:00 a.m.
- Downs and Lehmann are attending Parks & Trails Council at the Capitol. One last chance to support the bonding request.
- Johnson stated he and Erickson will be attending the Airport Symposium in Willmar.
- Hellquist reported that the committee for the Public Works Facility have selected three firms to interview on April 20. Hellquist met recently with Paul Bunyan Transit and bus ridership numbers are up.
- Eischens stated that the Council will need to set a meeting with Scott Lepak to continue discussion on labor negotiations. Dates to consider are May 23 or May 30 In addition Eischens will be scheduling a budget work session.

**ADJOURN**

There being no further business, motion by Hellquist, second by Johnson, to adjourn the meeting. Motion carried. Meeting adjourned at 8:50 p.m.

Respectfully submitted,

  
Kay Murphy-Schuett  
City Clerk

