

CITY COUNCIL PROCEEDINGS

BEMIDJI, MINNESOTA

Regular Meeting – December 1, 2008

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, December 1, 2008 at 7:00 p.m. in the Council Chambers of City Hall, Mayor Lehmann presiding.

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

Staff Present: City Manager John Chatten, City Attorney Alan Felix, City Engineer Craig Gray, Finance Director Ron Eischens, City Clerk Kay Murphy

AMENDMENTS TO AGENDA

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

MINUTES

Minutes of the November 17 regular meeting and November 17 BEDA meeting were presented for approval. Motion by Hellquist, seconded by Markeson, to approve the minutes as presented. Motion carried by unanimous vote.

CONSENT AGENDA

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

1. Approved Claims submitted by the Finance Officer in the total amount of \$478,676.35
2. Approved miscellaneous business licenses for 2009
3. Held First Reading of Beer license renewals – 2009
4. Approved Liquor, Wine and Club license renewals – 2009
5. Approved Purchase of a 2009 GMC Truck and Snowplow – Street Dept. (Nelson Auto Center - \$25,424 and Southside Towing \$4,744)
6. Approved Budget Change #5
7. **RESOLUTION NO. 5529:** Establishing Non-Union Salaries and City Pay Scale for 2009
8. **RESOLUTION NO. 5530:** Establishing Non-Union Benefits for 2009

Motion carried by unanimous vote.

COMMITTEE REPORTS

Bemidji Youth Advisory Commission – Stiina Stocker, BYA representative, updated the Council on Commission activities. She stated that the Communications Committee is working on the BYA's website, Healthy Living Committee is working on recycling program at the area schools, June 7 planning has started, and there will be a Listening Lunch regarding Safety for the winter formal.

NEW BUSINESS

Purchasing Policy

Eischens stated that the policy is a more comprehensive purchasing policy than what is currently in place.

Council discussed the following:

- Hellquist noted that Council approval on purchases over \$75,000 was not included in Section 501.405.
- Clarify amounts that require action by Council for professional services in Section 501.503.

Motion by Hellquist, seconded by Downs, tabling this item until December 15 to reflect recommended changes. Motion carried unanimously.

Commissioning Firm

Chattin stated that a commissioning firm is a B-3 requirement and critical to ensuring that the City meets the State's sustainability standards, as well as ensuring that the facility operates in a highly efficient manner. The group that interviewed the firms recommended hiring Environmental Engineering from Grand Forks, North Dakota in the amount of \$154,025.

Hellquist commented that the decision was made by a group and the information should have been provided by staff to the Council so the Council could make an informed decision.

Lehmann stated that it has been past practice to take the recommendation from the committee that interviewed the firms.

Chattin agreed that staff should have provided the information from the other company they had interviewed. Chattin stated that it is important to get this firm on board to review the HVAC plans for the BREC and make recommendations.

Motion by Markeson, seconded by Johnson, to approve Environmental Engineering's proposal, not to exceed \$154,025 (project total plus ice rink verification services). Motion carried with the following vote: Ayes: Markeson, Lehmann, Johnson, Downs. Nays: Erickson, Hellquist. Absent: Meuers.

Construction Management Contract

Gray stated that the original concept for the construction management was to separate the event center building from the site work.

Chattin stated that the original plan was not to use the firm of Kraus Anderson; however, this could possibly save \$75,000 to \$100,000 in general contractor mark ups. Additional savings could be possible due to economies of scale and by not having to pay WSN to process and manage contractor payments for the site development work.

Motion by Johnson, seconded by Markeson, approving an amendment to the City's contract with Kraus-Anderson to include site work in their scope of services in the amount of \$156,669. Motion carried with the following vote: Ayes: Lehmann, Johnson, Markeson, Downs, Hellquist. Nays: Erickson. Absent: Meuers.

LIBRARIAN REPORT

Paul Ericsson, Librarian, reported on recent activities at the Bemidji Public Library. He stated that there are 17 computers available for use at the library. He noted that wireless internet is available at the library.

EVENT CENTER UPDATE

Mayor Lehmann noted that no update was provided from Leo A Daly due to the holiday.

UPCOMING MEETINGS

- Monday, December 8 5:30 p.m. Work Session – Event Center Financial Update/ Discussion
- Monday, December 15 6:00 p.m. Cake & Coffee for Outgoing Council
- Monday, December 15 7:00 p.m. Council Meeting

COUNCIL/STAFF REPORT

- Downs stated that he has had conversations with Dorian Grilley regarding the TH197 trail.
- Johnson reported that there was a Special Airport Commission meeting regarding the Airport Taxing Authority. January 14 – Coalition Day at the Capital.
- Markeson reported that the Parks & Trails Committee will meet on December 9. He discussed the plans for the City Park.

ADJOURN

There being no further business, motion by Hellquist, seconded by Johnson, to adjourn the meeting. Motion carried. Meeting adjourned at 8:44 p.m.

Respectfully submitted,



Kay M. Murphy
City Clerk