

# CITY COUNCIL PROCEEDINGS

## Bemidji, Minnesota

### September 20, 2004

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, September 20, 2004, at 7:00 p.m. in the Council Chambers of the City Hall, President Pro-tem Downs presiding.

Upon roll call the following Council members were declared present: Downs, Erickson, Zachman, Meuers, Hellquist, Johnson. Absent: Lehmann.

#### **MINUTES**

Minutes of the September 7, 2004 Regular Council Meeting, September 13, 2004 Work Session, and September 16, 2004 Canvassing Board were presented for approval. Erickson requested an amendment to the September 7<sup>th</sup> minutes discussion regarding the purchase of a front-end loader for the Street Department. The following clarification was added: *"The council was concerned that the purchase of a front-end loader would be spending 2004 savings which was intended to reduce the 2005 Levy."* Motion by Hellquist, second by Zachman, to approve the minutes with the correction noted. 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 items on the Consent Agenda. Motion carried by unanimous vote.

- A. Approved eleven (11) pages of claims submitted by the Finance Officer in the total amount of \$417,600.01
- B. Approved a Transient Merchants License for Homier Distributing Company – Sale Dec. 20-21, 2004
- C. Approved the purchase of a Cab & Chassis for the Refuse Department
- D. Awarded the Bid for Technology Park Improvements to the low bidder, Spruce Valley Corporation in the amount of \$187,375.50

#### **COMMITTEE REPORTS**

##### Bemidji Youth Advisory Commission (BYAC)

Dayna Landgrebe reported that the new year got underway with the September 19<sup>th</sup> meeting with all of the new members in attendance. Planning and goal setting were the topics for discussion. Dayna noted that Healthy Community-Healthy Kids is sponsoring a forum on Tuesday, September 28<sup>th</sup> 7-9pm at the Headwaters School of Music to encourage dialogue between youth and adults.

##### BSU Student Senate

Jamie Roulette reported that BSU Student Senate is working on developing a leadership council with representatives from each organization on campus. The Student Senate is also planning to do a survey of students and residents in the community surrounding the campus to identify issues of concern.

##### Healthy Kids Healthy Community, Survey Results – Risk Taking-Healthy Behavior

Carol Johnson representing Healthy Community-Healthy Kids (HCHK) noted that the organization is celebrating its 10<sup>th</sup> anniversary in the City of Bemidji. She highlighted some of the accomplishments of HCHK since 1994:

- Assisted a group of youth to build a skate park.
- Established the Youth Advisory Commission that works with the City Council
- Established the Kinship North Mentoring Program.
- Established programs that help over 200 youth per year participate in activities they would not otherwise be able to participate in.
- Worked for 2-1/2 years putting together the groundwork to establish the Boys and Girls Club in Bemidji.

Most recently, HCHK worked with approximately 2,000 students in grades 6-12 from seven Bemidji area schools to determine how many building blocks youth in our community have in their lives to help them grow up healthy and avoid at-risk behaviors. Johnson noted that the survey was first done in 1994, again in 1998 and this past school year. She provided a comparison of the survey results and expressed the need to better understand the statistics of the survey. She noted that HCHK is hosting a series of community dialogues between youth and adults, with the first one being scheduled for Tuesday, September 28 7:00 – 9:00 p.m. at Headwaters School of Music and Arts. The topic for discussion is “Does Our Community Value Youth?”

Johnson further noted that HCHK has a 22-person advisory committee, with representation from many sectors of the community. She presented a challenge from that committee to the City Council encouraging council members to think about asset building between youth and adults, and provided a variety of suggestions for consideration.

#### Public Works Committee

Hellquist reported on the continued discussion regarding a parking ramp for downtown parking. The current plan includes up front funding from the City including contribution of Lot 4 for the construction of the ramp, as well as the proceeds from the sale of a portion of Lot 9 to the County. If the City Council decides that the ramp is the way to go, revenues from parking fees are needed to retire debt service and for the ongoing operations and maintenance of the ramp. Concerns have been expressed about what to do if revenues from the sale of parking permits do not meet the obligations. At the September 15th meeting, the committee discussed the possibility of using a Special Service District or a Special Assessment District (for the benefited property owners) as a measure to ensure sufficient funding to cover the obligations. City Attorney Felix reviewed the options available under Minnesota Statutes 428A and 459 and discussed the differences. The possibility of having a private business build and operate a parking ramp was also discussed. Committee members recognize the need to address the parking issue but expressed the need to find a way to do it without obligating the general taxpayer. The committee will meet on September 30<sup>th</sup> at 7:30 a.m. to continue discussion.

#### Deer Management Committee

The committee met on September 16<sup>th</sup>. Steve Caron prepared the introduction for the Deer Management Plan and invited committee input. The committee will meet again on September 30 at 6:30 pm to comment on the introduction, substantiate the need for a deer management/reduction plan, and discuss the possibility of an ordinance banning feeding of deer.

#### **WATER/SEWER RATE CASH FLOW STUDY**

Eischens presented a proposal from Public Financial Management to assess the water and sewer fund rate structure and long term capital needs at a cost not to exceed \$12,000. He noted that the study would be a planning tool to determine what equipment and construction projects can be supported using the City's current rate structure, and would be updated on an annual basis to reflect budget and capital improvement plan changes. Adequate funding is available in the 2004 and 2005 water and sewer funds to cover the cost of the study.

Motion by Johnson, second by Meuers, to accept the proposal from Public Financial Management to conduct a water/sewer rate cash flow study at a cost not to exceed \$12,000. Motion carried by unanimous vote.

#### **PAUL BUNYAN TRANSIT FACILITY LEASE AGREEMENT**

A proposed two-year facility lease agreement between the City and Paul Bunyan Transit was presented for Council review. Motion by Hellquist, second by Erickson, to approve the proposed lease agreement for \$1,100 per month beginning January 1, 2005 through December 31, 2006. Motion carried by unanimous vote.

#### **PAUL BUNYAN TRANSIT VEHICLE LEASE AGREEMENT**

A proposed two-year vehicle lease agreement between the City and Paul Bunyan Transit was presented for Council review. Motion by Hellquist, second by Erickson, to

approve the proposed lease agreement effective January 1, 2005 through December 31, 2006. Motion carried by unanimous vote.

### **COMPUTER SOFTWARE PURCHASE**

Steve Jorgenson, MIS Coordinator, provided a recommendation for upgrading the City's computer software. He noted that the City's primary software system is 18 years old. Due to the age and limitations of the current system plus his approaching retirement, Jorgenson recommended conversion to a third party software provider to meet future needs of the City. Six companies responded to the City's request for proposals, but only three met the requirements and were invited to demonstrate their software to City staff and department heads. Based on the evaluations, Jorgenson recommended acquisition of computer software from Affiliated Computer Services at a cost of \$111,000. Partial funding for this project was identified from 2003 Reserves, with the remainder included in the 2004 budget. The target implementation date is January 1, 2005.

Motion by Erickson, second by Johnson to approve the computer software purchase as proposed. Motion carried by unanimous vote.

### **PETITION FOR ANNEXATION (Property Along Anne Street between Irvine and Minnesota)**

A petition by Crown Properties Inc. (Rick Gordon) for annexation of property located along Anne Street was presented for consideration. Minke shared this request with Mayor Lehmann and Council member Johnson, members of the City/Township Joint Growth Management Committee. Concerns were expressed about the impact this annexation might have on the work the Council is doing with the townships relating to the Joint City/Township Growth Management Agreement. The committee recommended that the petition be tabled until November.

Motion by Zachman, second by Johnson, to table the Petition for Annexation to the November 15<sup>th</sup> meeting. Motion carried by unanimous vote.

Minke noted that he contacted the township-zoning officer, Mel Melander, and asked him about the potential of working with the developer in looking at variances so that the property owner can develop this parcel.

### **FIRST READING OF SHORELAND ORDINANCE AMENDMENT**

An Ordinance Amending Chapter 13, Article XII, Entitled "City Of Bemidji Zoning Ordinance, Shoreland Overlay District", To Provide Shoreland Regulation Implementation Flexibility Regarding Residential Structure Height, Commercial Planned Unit Developments, Residential Planned Unit Developments, And Special Provisions For Commercial, Industrial, Public And Semi-Public Uses; By Amending Minimum Lot Area And Width Requirements In Areas Served By Municipal Sewer; By Adding Stormwater Management Standards; And, By Permitting Private Watercraft Access Ramp, Approach Road And Access-Related Parking For Surface Water-Oriented Commercial Uses With A Special Use Permit was given a first reading.

### **CITIZENS WITH BUSINESS BEFORE THIS COUNCIL – NOT ON AGENDA**

Henry Krigbaum, 1205 Helen Street SE, expressed opposition to the fence along the lakeshore of Bemidji Avenue (Hwy. 197). He objected to the size of the fence and its obstruction of the view of the lake. He felt that the city should put in a request to MnDOT to remove the fence. He also felt the area needs to be better maintained, from pulling weeds to trash pickup, and suggested that residents show more pride in their community.

Zachman noted that weeds are a problem in that area as well as other areas of the city. It was suggested that Sentence to Serve crews might be able to assist in this regard.

### **UPCOMING MEETINGS**

September 23, 2004 – 5-7 pm

Public Meeting/Open House @ Middle School  
City/Township Growth Management Plan Review

September 27, 2004 – 5:30 pm      Council meeting/Work Session      Pay Equity

September 29, 2004 – 5-7 pm      Public Meeting/Open House @ Middle School  
City/Township Growth Management Plan Review

**ADJOURN**

There being no further business presented for discussion, motion by Meuers, second by Zachman, to adjourn the meeting. Motion carried by unanimous vote. Meeting adjourned 8:30 p.m.

Respectfully submitted,

Shirley Sherman, City Clerk