

# CITY COUNCIL PROCEEDINGS

## BEMIDJI, MINNESOTA

### Regular Meeting – September 7, 2010

Pursuant to due call and notice, a regular meeting of the City Council of the City of Bemidji, Beltrami County, Minnesota, was held on Tuesday, September 7, 2010 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, Waldhausen, Johnson, Hellquist, Downs, Negard, 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. The following items were requested to be added to the agenda:

- 1-4 Day Temporary On-Sale Liquor License – BSU – on October 1-2, 2010
- Portable Vending Equipment Quotes - BREC

**Motion by Hellquist, seconded by Johnson, to approve the agenda as amended. Motion carried by unanimous vote.**

#### **MINUTES**

Minutes of the August 16, 2010 regular meeting, August 16, 2010 canvassing board, and August 17 and August 23 work sessions were presented for approval. **Motion by Meuers, seconded by Downs, to approve the minutes as prepared. Motion carried by unanimous vote.**

#### **CONSENT AGENDA**

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

1. Claims submitted by the Finance Officer in the total amount of \$1,460,803.87
2. Miscellaneous 2010 Business License Renewals
3. Two - 1-4 day Temporary On-Sale Liquor License Permits to BSU on October 1-2, 2010 and January 29, 2011
4. Transfer of On Sale Liquor License from Applebee's Restaurants North LLC to Apple Minnesota LLC
5. Waived Permit Fees - Habitat for Humanity (1603 6<sup>th</sup> Street SE)
6. Change Order No. 2, City Park Phase II Construction - \$13,059.37
7. Amendment No 2 to Construction Contract with Kimley-Horne Associates - \$41,200

**Motion carried by unanimous vote.**

#### **COMMITTEE REPORTS**

Bemidji Youth Advisory Commission – Andrew Sherf, BYA President, stated that the Commission has set the following projects as their top priority for 2010-2011: 1) February Event; 2) June 7 Youth Rally and 3) Listening Lunches. Introductions were made of Commission members present at the meeting.

#### **NEW BUSINESS**

##### **Bid Package #7 & 8 - BREC**

Bob LeBarron, VenuWorks, stated that on August 26, 2010, the City received bids on the purchase of Portable Tables (#7) and Food Service Point of Sales System (#8). VenuWorks has reviewed the bids for Portable Tables and recommended awarding the bid plus Alternate #1 (table carts) to Mity-Lite in the amount of \$78,302.01 plus applicable state tax.

LeBarron stated that VenuWorks recommended that the Council award the bid to North Country Business Products for the Concession Point of Sales and food inventory management system in the amount of \$171,562.67. He noted that the second bidder, Radiant Systems, was unable to fulfill the completion deadline requirement.

Waldhausen asked if the timeliness of the bid solicitation could have affected the outcome of the cost for the point of sale system. LeBarron responded that was certainly a factor.

**Motion by Johnson, seconded by Hellquist, to award the bid for the Portable Tables plus Bid Alternate #1 (Table Carts) to Mity-Lite in the amount of 78,302.01 plus applicable state sales tax and, the bid for the Concession Point of Sales and food inventory management System to North Country Business Products in the amount of \$171,526.67. Motion carried with the following vote: Ayes: Lehmann, Johnson, Negard, Downs, Hellquist. Nays: Waldhausen, Meuers.**

Portable Vending Equipment - BREC

LeBarron reviewed quotes received by VenuWorks for the selection of portable vending equipment for the BREC. Three quotes were received and VenuWorks recommended that the Council accept the low quote from Iowa Rotocast Plastics, Inc. in the amount of \$44,673.23 which includes tax and freight.

**Motion by Hellquist, seconded by Waldhausen, to award the quote for Portable Vending Equipment for the BREC to Rotocast Plastics in the amount of \$44,673.23 (includes tax and freight). Motion carried with the following vote: Ayes: Waldhausen, Hellquist, Negard, Lehmann, Downs, Johnson. Nays: Meuers.**

FF&E – BREC

LeBarron reviewed the quotes received for a trash compactor, portable radio communications system and facility phone system.

**Motion by Johnson, seconded by Negard, to award the quotes for a Trash Compactor to Waste Quip in the amount of \$20,468.43; the Portable Radio Communication System to Rogers 2-Way in the amount of \$54,532.97; and the Facility Phone System to Paul Bunyan Telephone in the amount of \$28,281.69. Motion carried with the following vote: Ayes: Downs, Lehmann, Waldhausen, Hellquist, Negard, Johnson. Nays: Meuers.**

Tribal Flags – BREC

Meuers stated that she asked for this item to be placed on the agenda as she wanted to know what was decided and if letters were mailed to the three reservations.

Lehmann stated that in May 2010 the Council consensus was to not place flags at the BREC but he did contact all three reservations requesting input on Native American art to be located inside the BREC. He has heard back from White Earth and Leech Lake and both are working with the BREC Art Committee. He stated he has yet to hear back from a representative from Red Lake Reservation.

Meuers commented that one of the goals of the Shared Visions group is to place tribal flags within the community.

**ORDINANCE**

**AN ORDINANCE** Amending Chapter 26, Article II, entitled “Municipal Utilities” was given a first reading.

Felix explained that the intent of the proposed amendment to the City Code was to give staff flexibility in dealing with delinquent utility bills. He stated that after properties are shut off, some residents are not getting water turned back on which brings another set of problems.

Gray commented that not many cities turn off water. He stated that it takes two employees, three days each month to turn off and turn on the water.

**LIBRARIAN’S REPORT**

Paul Ericsson, Branch Manager, stated that there are a wealth of things available for the public through the library’s website. For example, there is access to approximately 350 newspapers, list of monthly programs and special event dates, access to ancestry and genealogy. Ericsson stated that the library had a great summer. Children read more this summer than last summer. The August book festival organized by Barb Treat was a success and planning has begun for next summer’s festival.

**CITIZEN NOT ON AGENDA**

No one appeared.

**UPCOMING COUNCIL MEETINGS**

- Monday, Sept. 13      5:30 p.m.      Work Session – Consider HRDC Proposal for Market & Development of the South Shore
- Monday, Sept. 20      7:00 p.m.      Council Meeting

- Monday, Sept. 27      5:30 p.m.      Work Session – Discuss Possible Ordinance regarding Begging, Panhandling, Solicitation

**COUNCIL/STAFF REPORT**

- Council members provided updates on current events and meetings.
- Downs stated that the Paul Bunyan Trail Ride was held on August 21. Gayle Quistgard was given an award for her work on trails and tourism in the Bemidji area.
- Waldhausen reported that the Sustainability Committee met and discussed the idea of setting up a fund for donations regarding the solar panels with the Northwest Foundation.
- Gray stated that he and Felix will be meeting with Northern Township and the attorney conducting the appraisals for the Birchmont project re-assessment on Wednesday, September 8.
- Eischens stated that the Dept. of Revenue will be doing a random sales tax audit of the City's finances next week.

**ADJOURN**

There being no further business, motion by Hellquist, seconded by Johnson, to adjourn the meeting. Motion carried. Meeting adjourned at 7:42 p.m.

Respectfully submitted,



Kay M. Murphy  
City Clerk