

CITY COUNCIL PROCEEDINGS

BEMIDJI, MINNESOTA

Regular Meeting – January 16, 2007

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, January 16, 2007 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, Markeson, Hellquist, Johnson, Erickson, Downs, Meuers.

AMENDMENTS TO AGENDA

Lehmann called for any amendments to the agenda. The following additions to the Consent Agenda were requested:

- Add Johnson and Lehmann to Council Travel to St. Paul on February 20
- State of the City Address for January 29 @ 4:15 p.m.

Motion by Downs, second by Johnson, to approve the agenda as amended. Motion carried by unanimous vote.

MINUTES

Minutes of the January 2 regular meeting and January 2, 2007 BEDA meeting were presented for approval. Motion by Erickson, second by Hellquist, to approve the minutes as presented. Motion carried by unanimous vote.

CONSENT AGENDA

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

1. Approved Claims submitted by the Finance Officer in the total amount of \$1,721,139.01.
2. Approved miscellaneous 2007 business licenses/permits.
3. Approved Designation of Official Newspaper of Publication.
4. Approved the following Gambling Permits:
 - Headwaters Gobblers – Raffle on 2/15/07 @ Eagles Club
 - Voiture 582 – Pull-Tabs – 2/15 to 2/18, 2007 @ American Legion
 - Ralph Grace American Legion Auxiliary – 3/15 to 3/17, 2007 @ American Legion
 - Mn Darkhouse & Angling Assoc. – 3/24/07 to Eagles
5. Accepted Gasoline and Diesel Fuel Bid for 2007-2008.
6. Approved Reapportionment of Special Assessments – 3327 Bardwell Drive NW.
7. Approved Memorandum of Understanding for Shared Technology Services with Beltrami County.
8. Approved Transit Facility Lease Agreement for 2007-2009.
9. Authorized an Agreement with Karvakko Engineering for work on Airport Well Field.
10. Approved Council Travel - February 20 (Bemidji Day at Capitol) – Markeson, Downs, Lehmann and Johnson.
11. Authorized the Mayor to deliver the State of the City Address on January 29 at 4:15 p.m.

Motion carried by unanimous vote.

COMMITTEE REPORT

Bemidji Youth Advisory Commission - Jackie Hess, BYA Commission secretary, reported that the Commission will be holding a mid-winter event on Friday, February 2 at the Boys & Girls Club. She stated that there will be many activities throughout the evening including a dodge ball tournament, live bands and drawings for several prizes. If this event is successful, they hope to continue to hold teen nights at the Club. A representative from the Boys & Girls Club will be at the Listening Lunch on January 21 to discuss the Club with High School students.

PUBLIC HEARING - Small Cities Grant Application

Adopt Citizen Participation Plan

Motion by Erickson, second by Hellquist, adopting the Citizen Participation Plan as presented. Motion carried unanimously.

Public Hearing

Pursuant to published notice, a Public Hearing was held to receive input regarding a proposed DEED Grant Application for Downtown Storefront Renovation/Commercial Revitalization and Rental Housing Rehabilitation Grant Program. Mayor Lehmann opened the Public Hearing at 7:10 p.m.

Tim Flathers, Headwaters Regional Development Commission, stated that the City has been successful over the past twenty years accessing Small cities Development Program funds for a variety of neighborhood improvement projects, and described each of those projects. The projects have typically involved rehabilitation of housing units, with funds provided by the City in the form of deferred payment loans secured by a mortgage. He stated that recipients, who default on the terms of the loan, generally by selling their home prior to a seven year period, are required to repay all or part of the loan based on the repayment terms. Funds that are received by the City through these repayments are considered program income.

Flathers then described the proposed program structure including the commercial rehabilitation program/storefront renovation, rental rehabilitation, and temporary relocation activities. Flathers also mentioned that the grant request includes funds required for the administration of the program if the application is successful.

Mayor Lehmann asked audience members for comments regarding community development needs in Bemidji, particularly of low and moderate income families. There were no comments offered.

With no further comment, Mayor Lehmann closed the public hearing at 7:24 p.m.

RESOLUTION NO. 5388: Authorizing a DEED Grant Application and Accepting Responsibility as Sponsoring Agent (Downtown Storefront Renovation/Commercial Revitalization and Rental Housing Rehabilitation Grant Program Application) was offered by Councilmember Hellquist, who moved its adoption, and upon due second by Councilmember Markeson was passed by unanimous vote.

Flathers stated that the City currently has approximately \$70,000 in program income from previous Small Cities Development Program (SCDP) community development grants. While there is no contractual obligation to commit these funds to the pending downtown revitalization project, there is an expectation that the funds will be used in this manner. He stated that such a commitment is essential in order to complete successfully for additional SCDP funds. He recommended that the Council commit the \$70,000 in program income to the downtown revitalization project.

Motion by Erickson, second by Johnson, committing \$70,000 of program income from previous Small Cities Grants to the downtown revitalization project and directing staff to draft a letter of support. Motion carried unanimously.

OLD BUSINESS

Mayor Lehmann briefly reviewed the Joint Planning Board handouts. He stated that due diligence has been done by members of the two Townships and the City's Planning Commission. They have met a number of times and have done a lot of work. This is by no means a perfect document; however, it is a beginning.

Meuers recognized Oakes, Albrecht and Milender for their efforts during this process.

City Attorney Alan Felix commented that the Joint Planning Board (JPB) and Joint Planning Commission (JPC) have been busy over the past several months preparing the documents that are before the Council. He has reviewed the documents from a legal perspective. He pointed out that the third reading of the ordinance by the Council dealing with rental parking has been included in the final document.

Markeson asked for clarification on who will make amendments to the ordinance. Felix stated that amendments to the document will be brought to the Joint Planning Commission or by the Joint Planning Board. If the City Council sees something they would like to be changed, it would go to the JPB.

RESOLUTION NO. 5389: Approving a Draft Greater Bemidji Area Transportation Plan, Draft Comprehensive Land Use Plan, and Draft Zoning & Subdivision Ordinance, and Recommending Approval of the Plans and Ordinance by the Greater Bemidji Area Joint Planning Board (JPB) was offered by Councilmember Downs, who moved its adoption, and upon due second by Councilmember Hellquist was passed by unanimous vote.

Event Center Task Force

Lehmann stated that the Event Center Task Force met and discussed the construction management approach versus the design build method. The Task Force recommended using the construction management method.

Hellquist asked if this was an administrative procedure as he felt that it was too early to hire a construction manager.

Erickson asked what kind of dollars would be committed for the construction manager. Felix replied that it is a percentage of the cost of construction.

Hellquist asked if there was a cost savings or benefit in getting a construction manager hired early. Johnson replied that having a construction manager would keep the project on task.

City Manager John Chattin commented that City does want a Construction Manager as an advisor for the project; however, the debate is about when to have this individual on board. Chattin stated that the City does not need the person on board until the programming is done.

Motion by Downs, second by Hellquist, to direct the Event Center Facilities Subcommittee to develop a Request for Proposals for a Construction Manager that would be advertised 30 to 60 days prior to a date to be determined between City staff, Leo A Daly and WSN. Motion carried unanimously.

NEW BUSINESS

Wellhead Protection Plan

After public notice, Mayor Lehmann opened the discussion of the Wellhead Protection Plan for public comment or questions at 8:15 p.m.

City Engineer Brian Freeberg reviewed the Wellhead Protection Plan which documents the area around the well field as potentially contributing to water quality in the wells. The “wellhead protection area” lies almost entirely within the airport owned properties and represents an area contributing groundwater flow to the wells with a maximum 10-year travel time.

Hearing no further public comment, Mayor Lehmann closed the public comment time at 8:21 p.m.

Chat-A-Bout

Someone from the Joint Planning Commission (perhaps Chambers) will be on Chat-A-Bout on February 5, 2007.

ORDINANCES

ORDINANCE NO. 10, 3RD SERIES, AN ORDINANCE Pertaining to Street Vacation (PC #2006-14) was given a final reading and passed by unanimous vote.

ORDINANCE NO. 11, 3RD SERIES, AN ORDINANCE Amending Chapter 28, Article VII of the Bemidji City Code Relating to Off Street Parking Requirements and Providing for Increased Number of Spaces for Rental Dwellings was given a final reading and passed by the following vote: Ayes: Downs, Markeson, Meuers, Lehmann, Hellquist, Johnson. Nays: Erickson.

UPCOMING MEETINGS

- January 17 5:30 p.m. Greater Bemidji Area Joint Planning Board
 - First Reading of Ordinance adopting Joint Planning Zoning Regulations
- January 22 4:30-6:30 p.m. Open House for Commissions, Committees & Volunteers
- January 29 5:30 p.m. Greater Bemidji Area Joint Planning Board
 - Public Hearing/Second Reading of Ord.
- February 5 7:00 p.m. City Council Meeting
- February 7 5:30 p.m. Greater Bemidji Area Joint Planning Board
 - Final Reading of Ordinance
- February 12 5:30 p.m. Work Session – Stormwater
- **Wednesday**, Feb. 21 7:00 p.m. City Council Meeting


COUNCIL/STAFF REPORT

- Chatten reported that he will be attending the Advisory meeting of the Northwest Service Coop. On January 23 the Public Works Committee will meet to discuss the progress on refuse issues and review of 2007 projects.
- Downs met with the Parks & Recreation Commission and discussed costs associated with Diamond Point Project. Other items discussed by the Commission were donations for equipment at the parks, expanding the softball fields and exploring the possibility of bonding for park improvements. Downs stated that the City needs to identify the cost of the trail bridge over TH197. Felix commented that Browning with the DNR has been putting together a plan to accomplish the completion of the trail through Bemidji. Discussion continued on utilizing federal transportation bill funds.
- Johnson stated he received a request from County Chair Heltzer asking the City to pass a proclamation supporting the smoking ban in Beltrami County. Mayor Lehmann stated that he would be willing to do that if they sent him a proclamation.
- Erickson reported that the Airport Commission will meet on January 17.
- Markeson reported that the Heritage Preservation Commission has put together their vision statement and goals. They developed a draft of an ordinance which will provide a stronger HPC in our community and will come to the Council for their consideration in the near future.
- Hellquist reported that the DDA annual meeting is on January 17. He attended the LMC for experienced elected officials and has handouts available for those interested. The LMC annual meeting is June 27-29 in Duluth.

ADJOURN

There being no further business, motion by Hellquist, second by Downs, to adjourn the meeting. Motion carried. Meeting adjourned at 9:01 p.m.

Respectfully submitted,


 Kay Murphy-Schuett
 City Clerk