

BEMIDJI CITY COUNCIL

Special Work Session Agenda

Tuesday, January 20, 2009

**City Hall
Conference Room
5:30 P.M.**



1. CALL TO ORDER / ROLL CALL

2. DISCUSS BSU LEASE FOR THE BREC

3. AJOURNMENT

Special Work Session @ 5:30 p.m.

BEMIDJI CITY COUNCIL AGENDA

Tuesday, January 20, 2009

**Council Chambers
City Hall – 317 4th Street NW
7:00 P.M.**



- **ROLL CALL**
- **PLEDGE OF ALLEGIANCE TO THE FLAG**
- **STATE OF THE CITY ADDRESS – MAYOR LEHMANN**

➤ **AMENDMENTS TO AGENDA**

I. MINUTES

- 1) Regular Council Meeting: January 6, 2009
BEDA Meeting: January 6, 2009

II. CONSENT AGENDA

Items in the Consent Agenda are approved with one motion without discussion/debate. The Mayor will ask if any Council member wishes to remove an item. If no items are to be removed, the Mayor will then ask for a motion to approve the Consent Agenda.

- 2) Approve Claims Submitted by Finance Officer
- 3) Approve Business License Renewals for 2009
- 4) Award Asbestos Removal Quote for Old Mn/DOT Building – Kangas (\$18,720)
- 5) Authorize Purchase of Parks Department Truck – Dondelinger's (\$22,187.25)
- 6) Authorize Purchase of Parks Department Plow Truck – Nelson Auto Center (Truck \$22,243) and Southside Towing (Plow \$4,744)
- 7) Approve Resolution Affirming Activity-Friendly Commitments
- 8) Approve Council Travel:
 - Bemidji Day at the Capitol – February 18 – Waldhausen, Lehmann, Johnson, Negard

III. COMMITTEE REPORTS

- Bemidji Youth Advisory Commission
- Bemidji State University Student Senate

IV. NEW BUSINESS

- 9) Approve Resolution Authorizing DEED Grant Application and Accepting Responsibility as Sponsoring Agency (Southshore Redevelopment)

V. OLD BUSINESS

- 10) Discuss JEDC Funding – Requested by Mayor Lehmann

VI. EVENTS CENTER UPDATE – Leo A Daly

VII. CITIZENS WITH BUSINESS BEFORE THIS COUNCIL – NOT ON AGENDA

Public Comment – Please give your name and, your concern or comment. Visitors may share their concerns with City Council on any issue, which is not already on the agenda. Each person will have 3 minutes to speak. The Mayor reserves the right to limit an individual's presentation if it becomes redundant, repetitive, irrelevant, or overly argumentative. The Mayor may also limit the number of individual presentations on any issue to accommodate the scheduled agenda items. All comments will be taken under advisement by the Council. No action will be taken at this time.

VIII. UPCOMING MEETINGS

- Monday, January 26 5:30 p.m. Work Session – BSU Lease/Bond Sale
City Property Discussion
- Monday, February 2 7:00 p.m. Council Meeting
- Monday, February 9 5:30 p.m. Work Session – Council Goals/Objectives
- Wed., February 11 6:00 p.m. GBJPB
- Tuesday, February 17 7:00 p.m. Council Meeting

IX. COUNCIL/STAFF REPORTS

X. ADJOURN

CITY COUNCIL PROCEEDINGS

BEMIDJI, MINNESOTA

Regular Meeting – January 6, 2009

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 6, 2009 at 7:00 p.m. in the Council Chambers of City Hall, Mayor Lehmann presiding.

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

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

OATH OF OFFICE

City Clerk Murphy administered the Oath of Office to newly elected officials Kevin Waldhausen (Councilmember Ward 1) and Greg Negard (Councilmember Ward 5), and re-elected officials Richard Lehmann (Mayor) and Ron Johnson (Councilmember Ward 3).

MINUTES

Minutes of the December 15, 2008 regular meeting and December 8, December 22 and December 30, 2008 work sessions were presented for approval. Hellquist noted a correction to Pete Aube's last name in the December 15 minutes. **Motion by Downs, seconded by Johnson, to approve the minutes as corrected. Motion carried by unanimous vote.**

RESEATING OF THE COUNCIL

Mayor Lehmann reseated the Council, Waldhausen and Negard were counted present, and the meeting continued.

AMENDMENTS TO AGENDA

Mayor Lehmann called for any amendments to the agenda. Bruce Hemstad requested that the Bemidji Fire Relief Association presentation be removed. Downs requested that discussion of the stimulus package/Paul Bunyan drive trail be added. **Motion by Meuers, seconded by Johnson, to approve the agenda as amended. Motion carried by unanimous vote.**

CONSENT AGENDA

The following Consent Agenda items were presented for approval. Negard requested that the item regarding the Manager's Auto Allowance be removed from the Consent Agenda for discussion. **Motion by Downs, seconded by Waldhausen, to approve the Consent Agenda items as follows:**

1. Approved Claims submitted by the Finance Officer in the total amount of \$528,562.39

2. Approved miscellaneous business licenses for 2009
3. Approved Designation of Mayor Pro-tem - Downs
4. Approved Commission/Committee Appointments/Reappointments for 2009 – It was noted that Meuers be appointed to Race Relations not Waldhausen.
5. Designated Official Newspaper of Publication for City – Bemidji Pioneer
6. **RESOLUTION NO. 5540:** Designating Depositories for City Funds in 2009
7. Declared Equipment Surplus – Bemidji Public Library
8. Approved Council Travel:
 - CGMC Action Day – St. Paul 1/15-1/16 - Johnson
 - LMC Newly Elected Conference – Nisswa 1/9-1/10 – Waldhausen
 - LMC Newly Elected Conference – Bloomington 2/20-2/21 – Negard
 - Legislative Travel as Needed – St. Paul - Lehmann

Motion carried by unanimous vote.

COMMITTEE REPORTS

Bemidji Youth Advisory Commission – Rachel Munson, BYA representative, reported that on January 4 the BYA committees met and graded their performance during the first semester and began planning for next semester and the June 7 Youth Day. She stated that the Commission is not doing any listening lunches until February at which time they will hear about the art center and getting the students more involved.

NEW BUSINESS

Stimulus Package/Paul Bunyan Trail

Downs stated that this is one of the biggest opportunities for the city to lobby for funding for the Paul Bunyan Trail crossing bridge over TH197. He stated that there is a good model for a bridge that was designed by WSN which is located over Hwy 210 in Brainerd that could be used to assist in that effort.

Chattin stated that the trail bridge project has been submitted to all of our state and federal representatives; however, staff will assist in getting additional information. He commented that perhaps the City can piggyback with the County's lobbyist. Mayor Lehmann suggested that Chattin discuss this further with the County Administrator.

Motion by Downs, seconded by Hellquist, directing staff to work with WSN to obtain information regarding the bridge built in Brainerd that could be submitted to our representatives for consideration for stimulus program for a bridge trail over TH197. Motion carried unanimously.

2009 Street Renewal

Gray stated that on November 3 the Council authorized the preparation of the proposed 2009 street renewal project. The next step is to approve the feasibility report and set a public hearing date for the project. Using a combination of bond funds, utility funds and assessments this project will reconstruct over one mile of city streets. The streets were selected due to the poor condition of the bituminous surfacing, poor stormwater surface drainage and the age and deterioration of some of the existing underground utility water mains. The proposed project will remove the existing bituminous and gravel base and after completion of the necessary underground work replace it with new Class 5 gravel base and 3-1/2 inches of bituminous. This should provide a new roadway with a life of

approximately 40 years. If the feasibility report is approved, staff will hold a neighborhood informational meeting on Thursday, January 15 with the residents to outline the project and answer any questions prior to the public hearing.

Meuers asked if these were the worse streets in the City.

Gray responded that there are about 10 miles of poor streets, this project includes one mile. These streets were selected close together to keep the contractor in one area.

RESOLUTION NO. 5541: Approving 2009 Street Renewal Feasibility Report and Call for a Public Hearing (City Project 09-02) was offered by Councilmember Meuers, who moved its adoption, and upon due second by Councilmember Negard was passed by unanimous vote.

City Parking Lot 3

Gray stated that he has been working with the DDA regarding improvements to Parking Lot 3. After a few revisions and minor modifications, a "parking subcommittee" selected Concept 3A. This alternative provides 45 spaces that meet design standards. This will create a parking lot that functions and looks better than the current lot. The estimated cost of the project is \$120,000 which could change slightly if additional lighting or landscaping is requested by the DDA. The project would be paid for with funds from the Parking Development Fund.

Jim Ekstrom, Board member of DDA, noted that the parking spaces in Lot 3 currently indicates 66 spaces, however, only 56 vehicles could currently park there. The DDA limits the number of parking permits issued for this lot to keep it available for shoppers. He stated that the DDA will be exploring the parking ramp at Lot 4. The DDA was unanimously in favor of the reconstruction of Parking Lot 3 as proposed in Concept 3A.

Motion by Hellquist, seconded by Downs, authorizing the City Engineer to prepare plans and specifications (Concept No. 3A) and receive bids for reconstruction of City Parking Lot No. 3. Motion carried unanimously.

Manager's Auto Allowance

Negard asked that this item be removed to discuss it further. He stated that any employee should be reimbursed for expenses incurred and questioned how many miles the Manager actually incurred and the expense. He stated that the City might be further ahead in leasing a vehicle for the City Manager.

Mayor Lehmann stated that the \$300 auto allowance was negotiated with the consultant in the City Manager's contract.

Eischens stated that if the auto allowance is moved to Manager's salary it would be subject to PERA.

Chattin stated that incorporating the auto allowance into his salary has no adverse fiscal impact to the city, but would be a benefit to him in that future PERA benefits could be increased.

Motion by Negard, seconded by Johnson, to include the City Manager's auto allowance in his salary. Motion carried with the following vote: Ayes: Meuers, Negard, Waldhausen, Lehmann, Johnson, Downs. Nays: Hellquist.

LIBRARIAN REPORT

Paul Ericsson, Librarian, reported on recent activities at the library. He stated that there is a winter reading program for adults called "Snowtime to Read". Readers keep track of the books they are reading or recorded books they are listening to and at the end receive an incentive prize when they have read 15 books over 3 months. An upcoming informational meeting for the digital conversion will be held at the library. Discussion continued on what will happen to the surplus equipment (computers) at the library.

EVENT CENTER UPDATE

Chattin stated that there is no update from Leo A Daly. Chattin stated that staff is working diligently to resolve lease issues. Hopefully, by the end of this week there will be more to report. A memorandum from Bill Maki, BSU Vice President for Finance and Administration, was given to the Council regarding the status of the BSU lease agreement at the BREC.

Downs stated concerns regarding the lease agreement with BSU and as it stands, will withdraw his support of the BREC.

UPCOMING MEETINGS

- Monday, January 12 5:30 p.m. Work Session – Event Center
- Wednesday, January 14 6:00 p.m. GBJPB
- Tuesday, January 20 7:00 p.m. Council Meeting
- Monday, January 26 5:30 p.m. Work Session – Review City-owned Properties

COUNCIL/STAFF REPORT

- Chattin stated that the Labor Management Committee met and finalized revisions to the Personnel Manual for the Council to review at a future work session. He has requested that staff set a goal to cut their overtime in half for 2009 which will help reduce the budget. Most of the overtime is from the police department. He stated that staff is exploring other ways to decrease the budget by \$500,000 in 2009. A comprehensive list will be available with recommendations for the Council's consideration in February.
- Waldhausen promoted local high school events.
- Hellquist reported that there will be a DDA meeting on January 10. He requested that a work session be set to discuss the procedure used for the City Manager's performance and evaluation. This discussion will be added to the February 9 work session.
- Johnson encouraged other council members to attend Bemidji Day at the Capitol on February 18. He commended the Street Department for their snow removal efforts.
- Chat-A-Bout for February 2 – Downs.
- Mayor Lehmann stated that there is a meeting in St. Cloud on January 22 regarding creating energy efficient properties. He is unable to attend and if any councilmember is interested in attending, please let him know.
- Felix stated that Assistant City Attorney Burdick left employment with the City for a position with the County. The City is exploring other options for handling the workload.

ADJOURN

There being no further business, motion by Downs, seconded by Hellquist, to adjourn the meeting. Motion carried. Meeting adjourned at 8:11 p.m.

BEMIDJI ECONOMIC DEVELOPMENT AUTHORITY MINUTES

Tuesday, January 6, 2009

Pursuant to due call and notice, a regular meeting of the Bemidji Economic Development Authority (BEDA) of the City of Bemidji, Beltrami County, Minnesota, was held on Tuesday, January 6, 2009, at 8:11 p.m. in the Council Chambers of City Hall, President Lehmann presiding.

Upon roll call, the following Commissioners were declared present: Lehmann, Waldhausen, Hellquist, Negard, Downs, Meuers, Johnson.

APPOINTMENT OF OFFICERS FOR 2009

President Lehmann presented the following slate of officers for the year 2009:

Richard Lehmann, President
Jerry Downs, Vice President
Greg Negard, Treasurer
John Chattin, Executive Director
Ron Eischens, Assistant Treasurer
Kay Murphy, Secretary

Motion by Hellquist, second by Johnson, to accept the appointment of BEDA officers as presented. Motion carried.

ADJOURN

Motion by Hellquist, second by Meuers, to adjourn at 8:12 p.m.

Respectfully submitted,

Kay M. Murphy
Secretary

Bill List Summary

January 21, 2009

<u>Check /Wire</u>	<u>Vendor</u>	<u>Amount</u>
57754	MN Pollution Control Agency	\$ 32.00
		<u>\$ 32.00</u>
57768	Johnson Bros., Inc.	\$ 16,445.13
57769	Griggs, Cooper & Co., Inc	\$ 1,459.72
57770	Sunny Hill Distr., Inc	\$ 5,346.59
57771	MN Dep of Labor & Industry	\$ 2,993.89
57772	Phillips Wine & Spirits	\$ 14,736.25
		<u>\$ 40,981.58</u>
ACH & Bond Payments	See Attached List	\$ 858,460.01
		<u>\$ 858,460.01</u>
57773-57915	See Attached List	\$ 2,229,241.21
	2008 & 2009 Bills	<u>\$ 2,229,241.21</u>
Total		<u><u>\$ 3,128,714.80</u></u>

Accounts Payable

Blanket Voucher Approval Document

Prepared by: MONICA

Printed: 01/13/09 3:34 PM

Warrant Request Date: 01/21/2009

DAC Fund:



COUNCIL BILL LIST

Line	Claimant	Voucher No.	Amount
1	Ace on The Lake, Inc	0057809	593.11
2	Adams, Denise	0057826	150.00
3	Advanced Eng.& Environ.Serv., Inc.	0057899	5,021.40
4	American Solution For Business	0057849	514.40
5	Ameripride	0057832	662.76
6	Auto Value Bemidji	0057859	32.62
7	Bahr, Dan	0057774	192.17
8	Baker & Taylor	0057894	881.68
9	Bank of New York Mellon	0000000	603,358.76
10	Barden, Claudia	0057915	40.00
11	Bellboy Corporation	0057823	163.42
12	Bellows, Jaeger	0057831	150.80
13	Beltrami Co.Auditor/Treas.	0057850	398.30
14	Beltrami Electric Coop	0057775	289.68
15	Bemidji Certified Auto Center	0057901	167.73
16	Bemidji Chrysler Center, LLC	0057836	168.40
17	Bemidji Coop Ass'n, Inc.	0057776	17,775.49
18	Bemidji DDA	0057819	120.00
19	Bemidji Meter Readers	0057900	2,020.50
20	Bemidji Paper Sales, Inc.	0057777	1,193.04
21	Bemidji Regional Airport	0057862	183,500.00
22	Bemidji Veterinary Hosp.	0057802	1,532.50
23	Bemidji Welders Supply, Inc.	0057796	73.72
24	Bernick Company	0057873	15,151.90
25	Best Western Kelly Inn-St Paul	0057871	106.46
26	Bi-County Cap, Inc.	0057812	59,966.45
27	Big North Distr. Co, Inc.	0057773	73,452.60
28	Buy Line	0057846	270.00
29	BW Distributing	0057842	253.43
30	California Contractors, Inc	0057835	419.50
31	Carpenter, Leo	0057806	380.00
32	Carquest Of Bemidji	0057893	514.25
33	Catco	0057820	76.53
34	City of Bemidji	0057778	3,455.70
35	City of Minneapolis	0057864	1,189.00
36	Coca Cola Bottling Co, Inc	0057780	1,546.17
37	Collins, Louis	0057858	180.00
38	Constellation Energy	0057886	11,917.92
39	Crysteel Truck Equip., Inc	0057829	47.88
40	Culligan	0057798	253.41
41	Cummins	0057888	3,816.09
42	Dakota Supply Group (DSG)	0057902	27.90
43	Department of Employment/Econ.Dev.	0057869	8,629.75
44	Department of Natural Resource	0057876	502.00

Line	Claimant	Voucher No.	Amount
45	Dick's Plumbing & Heat, Inc	0057781	19.98
46	Drahos Kieson & Christopher, P.A.	0057914	754.00
47	Dress Club Cleaners	0057870	12.26
48	Duluth Archaeology Center	0057904	91.93
49	EAPC	0057860	4,660.48
50	Eldercare of Bemidji	0057848	11,626.41
51	Forbes, Mike	0057861	157.32
52	Forestedge Winery	0057847	655.20
53	Frenzel Construction, Inc.	0057913	45,893.00
54	G & K Services	0057895	59.80
55	G & T Excavating	0057908	625.00
56	Grand Forks Fire Equipment Co.	0057853	3,355.00
57	Gray, Craig	0057891	47.97
58	Greater Bemidji Area Joint Planning Board	0057892	25,119.00
59	Guidestar Realty	0057838	76,998.50
60	Hawkins, Inc.	0057830	24,650.83
61	HD Waterworks Supply	0057881	2,047.76
62	Hedegaard, Kimberly	0057912	40.20
63	Higgins Heating, A/C , Inc.	0057808	195.00
64	Ink Spot Press	0057803	361.83
65	Jack's Stop, Inc	0057872	28.75
66	Jim Hirt Trucking, Inc	0057782	2,243.68
67	Karvakko Engineering	0057874	2,500.00
68	Ken K. Thompson Jewelry	0057887	195.96
69	L & M Supply, Inc.	0057804	887.93
70	Larson, Cory	0057910	60.00
71	Lawson Products, Inc.	0057800	624.76
72	League of MN Cities	0057783	570.00
73	Luekens Village Foods South	0057841	34.72
74	Lyon Workspace Products	0057903	468.20
75	M-R Sign Company, Inc.	0057787	36.75
76	Macqueen Equipment, Inc.	0057784	229.44
77	Maney Int'l of Alex, Inc	0057852	468.60
78	Mathison Company, Inc	0057785	247.60
79	McKinnon Co., Inc.	0057814	17,830.35
80	Miller, Michelle	0057906	98.77
81	Mission Communications, LLC	0057889	347.40
82	MN Assn of Women Police-MAWP	0057855	30.00
83	MN DNR Waters	0057868	180.00
84	MN Energy Resources	0057878	281.82
85	MN GFOA	0057885	60.00
86	MN Juvenile Officer Assn	0057865	420.00
87	MN Municipal Utility Assn	0057851	366.00
88	MN Pollution Control Agency	0057801	337.50
89	MN Valley Testing Lab, Inc.	0057786	339.00
90	Montague, Robert J.	0057907	144.38
91	Murphy, Kay	0057828	150.00
92	Naylor Electrical Construction	0057788	668.75
93	NCL of Wisconsin, Inc	0057813	290.41
94	Nei Bottling, Inc.	0057789	809.47
95	Neopost Inc	0057879	49.79
96	North Country Business Product	0057790	1,880.82
97	North Country Electric Services, Inc.	0057896	150.00
98	Northern Water Works, Inc	0057818	376.64
99	Northwest Tire Inc	0057897	485.96
100	Northwoods Ice, Inc.	0057822	392.40
101	Ottertail Power Company	0057791	123.62
102	Overbeek Electronics & Music	0057911	13.63
103	Pace Development, Inc	0057843	13,862.73
104	Pamida LLC	0057875	34.36
105	Paskvan Real Estate LLLP	0057882	265.00
106	Paul Bunyan Broadcasting Co.	0057863	110.00

Line	Claimant	Voucher No.	Amount
107	Paul Bunyan Telephone	0057821	722.72
'08	Petty Cash	0057779	630.34
'9	Pioneer	0057792	582.72
r10	Port O Wild Security, Inc.	0057833	234.30
111	Postmaster	0057793	1,901.05
112	PowerPlan OIB	0057840	1,220.36
113	Praxair Distribution Co	0057827	745.53
114	Quill Corporation	0057794	777.67
115	R & R Specialties, Inc	0057805	69.82
116	Randall, Lolly	0057898	26.91
117	Raphaels Bakery Cafe	0057844	31.00
118	Roger's Two Way Radio, Inc.	0057795	520.95
119	Rogers Two Way Cellular	0057880	47.91
120	Rohlfing, Inc	0057845	1,126.45
121	Ronald Tuck Therapeutic Massage	0057909	60.00
122	Ross Lewis Sign Co.	0057883	3,408.00
123	Royal Tire, Inc.	0057825	2,904.49
124	RP Broadcasting	0057824	250.00
125	Sadeks Repair & Welding, Inc.	0057816	417.92
126	Safety Kleen Systems, Inc.	0057810	92.66
127	Sathers, Richard	0057799	150.00
128	Sherwin-Williams Co	0057837	279.48
129	Simonson Station Stores	0057877	70.32
130	Solheim, Michael	0057817	85.80
131	Southside Tow & Rec, Inc	0057807	5,611.76
132	Spee-Dee Delivery Service, Inc.	0057890	14.91
133	Team Laboratory Chemical Co.	0057856	2,631.62
134	Tires Plus of Bemidji	0057839	262.64
135	Unicel Service Center	0057854	4,141.49
136	US Bank	0057866	431.25
137	US Bank CM-9705 -5979	0000000	25,575.00
'8	US Bank-CM 9705 -1620	0000000	229,526.25
.39	VanAntwerpen, Vince	0057857	976.52
140	VisitBemidji	0057815	13,719.95
141	Waste Management of Bemidji	0057905	5,898.72
142	Wells Fargo	0057867	1,533,202.33
143	Wes' Plumbing & Heating	0057884	257.78
144	West Payment Center	0057834	1,423.25
145	William's Steel & Hardware	0057797	398.38
146	Zee	0057811	48.89

Page Total: \$1,840,477.14

Grand Total: \$3,087,701.22

GENERAL LICENSES - 2009

<i>Type of License</i>	<i>Business Name</i>	<i>Business Location</i>	<i>Fee Paid</i>
<i>Gas Station (per pump)</i>			
	UP NORTH LANDING	303 RAILROAD ST NW 1 pump	\$35.00
<i>Livestock</i>			
	SETH & REID VONASEK	2620 BRINKMAN DR NE 2 pigs, 5 chickens	\$35.00
<i>Massage Establishment</i>			
	TML CERTIFIED MASSAGE THERAPY	1510 BEMIDJI AVE N, SUITE 11	\$120.00
<i>Massage Therapist</i>			
	SHYLAN TAIGE ROSE	1819 BEMIDJI AVENUE NW	\$120.00
	TAMMY LEE MOREY	1510 BEMIDJI AVE N	\$120.00
<i>Restaurant/Food Service</i>			
	SNOWFLAKE LODGE	522 BELTRAMI AVE NW	\$35.00
<i>Taxicab Driver</i>			
	ANNETTE LYNN ASCHENEWITZ	WITHIN BEMIDJI CITY LIMITS A-253-067-564-012	\$20.00
	DARLENE ANN PRICKETT	WITHIN BEMIDJI CITY LIMITS P-623-135-067-559	\$20.00
	LAWRENCE BRUCE NELSON	WITHIN BEMIDJI CITY LIMITS N-425-488-098-184	\$20.00
	ROBERT THOMAS PRICKETT	WITHIN BEMIDJI CITY LIMITS	\$20.00
<i>Taxicab Service</i>			
	BEMIDJI CAB COMPANY	WITHIN BEMIDJI CITY LIMITS Add'l Vehicle	\$35.00
	BEMIDJI CAB COMPANY	WITHIN BEMIDJI CITY LIMITS 1st Vehicle	\$95.00

COUNCIL AGENDA ITEM



Meeting Date: January 20, 2009

Action Requested: Award Asbestos Removal for Old Mn/DOT Building

Prepared By: Andy Mack, Public Works Director

Reviewed By: John M. Chattin, City Manager

On January 9, 2009, the City of Bemidji received the following quotes for asbestos removal at the Old Mn/DOT Building located at 401 Paul Bunyan Drive NW:

Building Systems Corporation, Grand Forks	\$20,800
Kevin Kangas Construction LLC, Bemidji	\$18,720

The cost for asbestos removal of the old Mn/DOT Building is in the public works facility contingency fund.

Recommendation:

Award asbestos removal quote to Kevin Kangas Construction LLC in the amount of \$18,720.

-----PROPOSAL-----

TO
City of Bemidji
STREET
1351 5th St NW
CITY, STATE, ZIP CODE
Bemidji, MN 56601
ARCHITECT

PHONE
333-1850
JOB NAME
401 P.B. Drive NW
JOB LOCATION

DATE
01-01-09

DATE OF PLANS

JOB PHONE

Kevin Kangas Construction LLC proposes to provide asbestos abatement work for the City of Bemidji in accordance with local, state, and federal regulations.

Kevin Kangas proposes to provide labor, material, and supplies necessary to remove and dispose of asbestos containing pipe insulation from two areas in the building as listed in the inspection report provided by Pinewood Environmental services.

Removal of the orange painted boiler header piping, sample # 16, removal of the pipe insulation in the 2nd floor equipment room, sample # 45, and removal of transite board from ceiling of paint room sample # 2.

Kevin Kangas will provide the City of Bemidji with all final documentation, including daily log reports, and disposal manifests.

The City of Bemidji will provide Electricity and water to the areas where work will take place.

Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

Eighteen Thousand, Seven Hundred and Twenty dollars **\$ 18,720.00**

Payment to be made upon completion of the job.

Authorized Signature Kevin Kangas

ACCEPTANCE OF PROPOSAL

Date of Acceptance _____ Signature _____

**Kevin Kangas Construction LLC. 8049 Boot lake Road SW Bemidji,
MN 56601 218-766-2730**

BUILDING SYSTEMS CORPORATION
533 N 51ST ST
GRAND FORKS, ND 58203
(701) 775-8167
(701) 740-2341 Cell
(701) 775-2742 Fax

January 7, 2009

Attn: Andy Mack
City of Bemidji
317 4th St NW
Bemidji, MN 56661

(218) 759-3591 Fax

#9299

Amount \$20,800.00

Asbestos Removal:

Shop Area & Office by Overhead Door:

Pipe insulation and mudded pipe fittings approx 400 lin ft
Floor tile and mastic 500 sq ft

Boiler Room Under Office:

Boiler header pipe insulation approx 60 lin ft

Paint Room:

Transite board approx 1200 sq ft

Shop area & building where fire trucks are stored will have
asbestos removed that was on inspection report

Asbestos removal for this area - \$16,800.00

Will need to heat shop area and office to remove floor tile and mastic
Will need to glove bag off areas of pipe insulation to wrap and cut pipe
into sections for disposal

Large Building with Offices:

Basement plus two floors

Remove friable asbestos from pipes and fitting approx 400 lin ft
Make holes into wall to gain access to remove pipe insulation and mudded pipe fittings

Remove mudded fittings on roof drains approx 20 lin ft

Large office building with basement plus two floors will have friable pipe insulation and mudded pipe fittings removed

Floor tile and mastic, glued pods on 12 x 12 tile will remain in building during demolition

Asbestos removal for this area - \$4,000.00

COUNCIL AGENDA ITEM



Meeting Date: January 20, 2009

Action Requested: Approve purchase of Parks Department Truck

Prepared By: Marcia Larson, Parks and Recreation Director

Reviewed By: John Chattin, City Manager

Background

On October 20, 2008, the City Council approved the purchase of a ½ ton 4x4 pick-up truck for the Parks Department. The truck was included in the 2008 parks budget for \$25,000 and would replace a 1994 Chevrolet. The plan is to keep the '94 truck for seasonal use.

The bid was awarded to Monticello Ford and delivery was scheduled for December 10, 2008. Monticello Ford subsequently went out of business late November/beginning of December and the truck was never delivered.

The Parks Truck was re-bid in January and the quotes are as follows:

Dealer	Net Quote	Delivery Date
Bemidji Chrysler Center	\$24,611.07	April 2, 2009
Dondelinger GM	\$20,833.10	6- 8 wks (March, 2009)
Bob Lowth Ford	\$21,672.00	April 15, 2009

Since the funding for this truck was included in the 2008 budget and the new truck won't be purchased until 2009, an additional budget appropriation for 2009 in the amount of \$22,187 will be necessary.

Recommendation:

It is recommended that the City Council authorize the purchase of a 2009 ½ ton 4x4 pick-up truck in the amount of \$22,187.25 (sales tax included) from Dondelinger GM.

COUNCIL AGENDA ITEM



Meeting Date: January 20, 2009

Action Requested: Approve purchase of Parks Department Plow Truck

Prepared By: Marcia Larson, Parks and Recreation Director *ML*

Reviewed By: John Chattin, City Manager

Background

The Parks Department received quotes for the purchase of a 4x4 pick-up truck and plow. The truck was identified in the 2009 capital improvement plan at a budget level of \$25,000. The pick-up will replace a 1999 Dodge and will be used to plow snow in parks, trails, sidewalks, liquor store parking lots and miscellaneous areas.

The following bids/quotes were received:

Dealer	Net Quote Truck (only)	Plow	Delivery Date
Bemidji Chrysler Center	\$24,648.79	N/A	April 2, 2009
Dondelinger GM	\$25,101.00	\$5,432	6-8wks
Bob Lowth Ford	\$22,653.00	N/A	April 15, 2009
Nelson Auto Center	\$22,243.00	\$5,270	60 to 90 Days
Southside Towing		\$4,744	

Recommendation

It is recommended that the City Council authorize the purchase of a 2009 3/4 ton 4x4 pick-up truck in the amount of \$22,243 and plow in the amount of \$4,744 from Southside Towing.

COUNCIL AGENDA ITEM



Meeting Date: January 20, 2009

Action Requested: Adopt "Fit City" Resolution and approve submission of Fit City Application

Prepared By: Marcia Larson, Parks and Recreation Director *ML*

Reviewed By: John Chattin, City Manager

Background

As part of a B-WELL initiative grant from the Northwest Minnesota Foundation, a Community Based Committee has established strategies to address obesity in the Bemidji area. The Committee's priorities are 1) develop a wellness program for the community, 2) initiating a walkability assessment and 3) collaborating with other community groups who are working on locally-grown foods initiatives. The Governor's Fit City Program is a step towards meeting the priorities and goals of the Committee

Governor's Fit City Program

A city in Minnesota that supports and encourages its residents to be more physically active may be designated as a Governor's Fit City. The purpose of the Governor's Fit City Program is to recognize Minnesota cities that are committed to creating and maintaining a city environment supportive of active living. A Minnesota city making this commitment is providing opportunities for physical activity to people who live, work and play within the city. These opportunities allow people to make the choice to be more physically active. Physical activity improves nearly every aspect of a person's health.

Each city that is designated as a Governor's Fit City will receive a recognition plaque to be displayed within the city. In addition, information on each Governor's Fit City will be posted on the Minnesota Department of Health Web site.

A list criterion is attached and once the resolution is passed, I will complete and submit the application form to the State.

Recommendation:

It is recommended that the City Council adopt the "Fit City" Resolution and approve the submission of the Fit City application.

Fit City Criteria

A city must meet two required criteria (Criteria 1 and 2) and at least five of the eight optional criteria (Criteria 3-10).



Required criteria:

1. City must adopt a resolution affirming activity-friendly commitments by city leaders and elected officials
2. City agrees to advertise and display "Fit City" designation

Optional criteria – must meet at least five of these eight criteria:

3. City has a worksite wellness (active living) policy for city employees
4. City demonstrates capacity to measure and report measurable change in physical activity awareness and activity in order to maintain Fit City designation
5. City maintains and develops walkability capacity and locations that are easily accessed by residents, workers, and visitors
6. City commits to maintain and develop recreation areas, parks, playgrounds, and playfields
7. City commits to maintain or develop at least one indoor facility—public or private—available for cold season activity, that is open and accessible to all ages
8. City partners with community-wide organizations dedicated to specific or general activities which support physical activity
9. City promotes or sponsors at least one event or activity as part of the city's annual commitment to fitness
10. City commits to building community awareness about locations, services, and organizations dedicated to fitness/physical activity

RESOLUTION NO.

A RESOLUTION AFFIRMING ACTIVITY-FRIENDLY COMMITMENTS

WHEREAS, the first criteria listed on the Governor's Fit City Application is stated as:

Criteria 1 (required). City must adopt a resolution affirming fit-friendly commitments by community leaders and elected officials.

WHEREAS, *Active Living* is a way of life that integrates physical activity into daily routines. The goal is to accumulate at least 30 minutes of activity each day. Individuals may do this in a variety of ways such as walking or bicycling for transportation, exercise or pleasure; playing in the park; working in the yard; taking the stairs; and using recreation facilities; and

WHEREAS, the City of Bemidji affirms activity-friendly commitments such as:

- Develop a cohesive system of parks and trails, incorporating accessible neighborhood parks.
- Establish processes to assess and improve existing local active living infrastructure.
- Support recreation programs that encourage active living.
- Ensure that physical activity facilities (trails, etc.) are accessible and affordable.
- Locate schools in walkable neighborhoods or create walkable routes to existing schools.
- Introduce active living issues, such as walkable communities, into public dialogue.
- Increase measures for pedestrian and bicyclist safety.

NOW THEREFORE, BE IT RESOLVED, that the City of Bemidji is committed to providing an activity friendly community to its residents.

BE IT FURTHER RESOLVED, that the City Council hereby authorizes the application for The Governor's Fit City Program.

The foregoing resolution was offered by Councilmember _____, who moved its adoption, and on due second by Councilmember _____, was passed by the following vote:

Ayes:

Nays:

Absent:

Passed: January 20, 2009

ATTEST:

APPROVED:

Kay M. Murphy, City Clerk

Richard Lehmann, Mayor

COUNCIL AGENDA ITEM



Meeting Date: January 20, 2009

Action Requested: Approve Resolution

Prepared By: Rita Albrecht, Community Dev. Dir.

RAA

Reviewed By: John M. Chattin, City Manager

The City has the opportunity to apply for grant funding from the Minnesota Department of Employment and Economic Development to assist in the redevelopment of the South Shore area. The Redevelopment Grant Program was established by the 1998 legislature to assist with complex and costly redevelopment projects that might not occur without public financial assistance. Eligible sites include redevelopment projects where there was previous development and the need to recycle the land for a more productive use exists.

The Redevelopment Grant Program can pay up to 50 percent of the redevelopment costs for a qualifying site. Redevelopment costs include the cost of land acquisition, stabilizing unstable soils when infill is required, demolition, infrastructure improvement, and ponding or other environmental infrastructure.

The grant requires that the applicant pay for at least one-half of the redevelopment costs as a local match. The match can come from any money available to the applicant. A unique feature of this grant program is that redevelopment costs incurred up to 12 months prior to the application due date can be included as part of the local match. I believe the City can show prior investment in the project area to meet the required match and does not anticipate any cash match for the application.

There is currently \$3.79 million available in the program for the entire state. Historically, grant awards have ranged from \$150,000 to more than \$600,000. The application is due on February 2 and staff will provide Council with the grant narrative when completed if desired.

The grant requires approval of a Resolution authorizing the application and committing the local match.

Recommendation:

Approve a Resolution authorizing application to the Redevelopment Infrastructure Grant Program and committing local match.

RESOLUTION NO.

A RESOLUTION AUTHORIZING DEED GRANT APPLICATION AND ACCEPTING RESPONSIBILITY AS SPONSORING AGENCY (Southshore Redevelopment)

BE IT RESOLVED that the City of Bemidji act as the legal sponsor for project(s) contained in the Redevelopment Grant Program to be submitted on February 2, 2009 and that the City Manager is hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of City of Bemidji.

BE IT FURTHER RESOLVED that the City of Bemidji has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the application are committed to the project identified.

BE IT FURTHER RESOLVED that the City of Bemidji as not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, the City of Bemidji may enter into an agreement with the State of Minnesota for the above referenced project(s), and that the City of Bemidji certifies that it will comply with all applicable laws and regulation as stated in all contract agreements.

NOW, THEREFORE BE IT RESOLVED that the City Manager is hereby authorized to execute such agreements as are necessary to implement the project(s) on behalf of the applicant.

The foregoing resolution was offered by Councilmember _____, who moved its adoption, and on due second by Councilmember _____, was passed by the following vote:

Ayes:
Nays:
Absent:

Passed: January 20, 2009

ATTEST:

APPROVED:

Kay M. Murphy, City Clerk

Richard Lehmann, Mayor