

COUNCIL PROCEEDINGS

BEMIDJI, MINNESOTA

Regular Meeting – June 5, 2023

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, June 5, 2023 at 6:00 p.m. in the Council Chambers of City Hall, Mayor Prince presiding.

Upon roll call, the following Councilmembers were declared present: Prince, Fiskevold Gould, Peterson, Johnson, Rivera, Eaton, Thayer

Staff Present: City Attorney Katie Nolting, City Engineer Sam Anderson, Finance Director Ron Eischens, Police Chief Mike Mastin, Fire Chief Justin Sherwood, Parks Director Marcia Larson, Building Official Todd Beito, Deputy City Clerk Rachelle Barckholtz, City Clerk/acting City Manager Michelle Miller – via WebEx

AMENDMENTS TO AGENDA

Mayor Prince called for any amendments to the agenda. **Motion by Rivera, seconded by Johnson, to re-adjust agenda number 20 to 17a, 21 to 17b, 17 to 17c. Motion carried by unanimous voice vote. Motion by Peterson, seconded by Eaton, to approve agenda as amended. Motion carried by unanimous voice vote.**

MINUTES

The following minutes were presented for approval:

Sp Joint WS with Northern Township: April 5, 2023
Work Session: April 10, 2023

Motion by Eaton, seconded by Thayer, approving minutes as presented. Motion carried by unanimous voice vote.

CONSENT AGENDA #1

Mayor Prince called for any amendments to be made to Consent Agenda. The following Consent Agenda items were presented for approval. **Motion by Peterson, seconded by Thayer, to approve Consent Agenda items as follows:**

1. Claims Submitted by Finance Officer in the Amount of \$1,944,070.26
2. Claims Submitted by ASM Global for the Sanford Center in the Amount of \$126,733.79
3. Approve April 2023 Financial Statements for the Sanford Center
4. Approve Special Event Permit Midsommar Fest (June 18)
5. Approve Special Event Permit Downtown Dash (July 1)
6. Approve Special Event Permit Minnesota Wild Road Tour (August 8)
7. Approve 1-4 Day Temporary On-Sale Liquor License for Dragon Boat Festival (July 31-August 6)
8. Resolution Approving Minnesota Gambling Off-Premises Permit for Lawful Gambling to Knightriders Snowmobile Club Located at the Sanford Center (June 29-July 4)
9. Declare Equipment Surplus and Authorize Disposal (Sanford Center)
10. Approve Quote to Cummins Grand Forks to Repair Engine 4 (Fire Dept)
11. Authorize Council Travel Authorization – 2023 LMC Annual Conference (Duluth) June 21-23, 2023 – Fiskevold Gould
12. Authorize Council Travel Authorization – 2023 CGMC Summer Conference (Thief River Falls) July 26-28, 2023 – Johnson, Prince, Thayer

Motion carried by unanimous voice vote.

CONSENT AGENDA #2

Mayor Prince called for any items to be pulled from consent agenda #2. The following Consent Agenda item was presented for approval. **Motion by Fiskevold Gould, seconded by Eaton, approving Consent Agenda #2 as follows:**

1. Claims Submitted by Finance Officer for VisitBemidji in the Amount of \$29,651.66

Motion carried by the following roll call vote: Yeas: Johnson, Fiskevold Gould, Prince, Eaton, Thayer, Rivera. Abstain: Peterson.

CONSENT AGENDA #3

Mayor Prince called for any items to be pulled from consent agenda #3. The following Consent Agenda item was presented for approval. **Motion by Thayer, seconded by Fiskevold Gould, approving Consent Agenda #3 as follows:**

1. Change Order No. 3 in the amount of -\$2,114.00 for the Bemidji Day Shelter

Motion carried by the following roll call vote: Yeas: Thayer, Johnson, Eaton, Fiskevold Gould, Peterson, Prince. Abstain: Rivera.

CITIZENS WITH BUSINESS NOT ON AGENDA

- Misty Bray, Ward 1, spoke with City Attorney as to why her address should remain unknown, commented on the placement of the new jail.
- James Dodds, 2331 Wee Gwaus Dr SW, commented on lack of communication in the last few weeks.

REPORT

David Hengel, Executive Director of Greater Bemidji, Inc. presented their 2022 Annual Report.

OLD BUSINESS

David Hengel, Greater Bemidji and Karla Eischens, Sanford Health presented an update on the Railroad Corridor Project. Eischens started the discussion on the Health and Wellness Center, by stating that Sanford Health will no longer lease to own the Wellness Center and will no longer operate or own the Wellness Center. Sanford remains committed to the community dividend they have offered to the project. David Hengel, Greater Bemidji, has stepped up and will take the lead on the Railroad Corridor Project. They have asked for time to explore additional partners and continued focused discussions with partners on the Railroad Corridor Development.

NEW BUSINESS**Consider Waiving Fees as Requested by Northwoods Habitat for Humanity**

Miller stated that historically, the Bemidji City Council has waived fee for Northwoods Habitat for Humanity as a way to support the creation of affordable housing in Bemidji. Beito stated they are looking for clarity from council on what the city is responsible for. Nolting states she needs to do a little more research into the request and how the city can help with costs.

The organization is again requesting that the City Council consider waiving fees. Councilmembers spoke of consistency with our city non-profits and waiving of fees in the past. Anderson spoke of a past policy about waiving connection fees when a new home is built on a site with water and sewer connections from the previously built structure. He also explained the WAC and SAC policy that is in place.

Motion by Eaton, seconded by Thayer, to table request for 30 days. Motion carried by the following roll call vote: Yeas: Rivera, Peterson, Johnson, Fiskevold Gould, Thayer, Prince, Eaton.

Consider Revolving Loan Fund Financing Request for Eric and Wendy Kvale/Dream Blue, LLC

Diane Morey, HRDC Independent Consultant and Sean Moran, HRDC Loan Officer, are working with Wendy and Eric Kvale to request \$75,000 in a revolving loan with the City of Bemidji.

Motion by Thayer, seconded by Peterson, to approve the \$75,000 requested loan from the City of Bemidji RLF, to Eric and Wendy Kvale/Dream Blue, LLC for the property at 401 Beltrami Ave. Motion carried by the following roll call vote: Yeas: Peterson, Thayer, Fiskevold Gould, Prince, Rivera, Eaton, Johnson.

Consider Implementation of Job Market Study

Eischens presented a power point on a job study approved in February 2023. The purpose of this study was to determine how the City pay scale compares to other entities used in a 2018 job study. Department Heads are recommending a 6.1% increase in the pay scale for all positions effective July 8, 2023.

Mastin spoke on how a 6.1% increase would get us close to deputy wages and is a step in the right direction to where they would like to be. Many department heads spoke on how the 6.1% increase would get the City into a competitive range.

Motion by Eaton, seconded by Fiskevold Gould, to approve a 6.1% increase in the pay scale for all positions effective July 8, 2023. Motion carried by the following roll call vote: Yeas: Eaton, Prince, Peterson, Thayer, Johnson, Rivera, Fiskevold Gould.

Consider Award of City Manager Recruitment & Selection Proposal

A request for Professional Services was prepared and emailed on May 17, 2023. The following proposals were received:

- SoftSages Technology
- Brightpath Associates LLC
- Baker Tilly
- Government Professional Solutions

The recommendation is to consider the four proposals, select firm and authorize the execution of professional services document.

Councilmembers were able to look at all four proposals in their entirety and comment on how each compared to another. Discussion from each councilmember was similar to each other.

Motion by Fiskevold Gould, seconded by Rivera, to move forward with the Baker Tilly proposal for the City Manager search. Motion carried by the following roll call vote: Yeas: Rivera, Johnson, Eaton, Fiskevold Gould. Nays: Prince, Thayer, Peterson.

Consider Resolution for Award of Bid for 2023 Norton Avenue Reconstruction Project – City Project 23-02

Anderson stated that on December 19, 2022 the City Council approved the feasibility report for the proposed 2023 Norton Avenue Reconstruction Project. A public hearing was held on January 17, 2023 and at the conclusion of the hearing the city council passed a resolution ordering the project and authorizing the preparation of engineering plans and receipt of bids. The streets that are proposed to be included in the 2023 project include:

Ridgeway Avenue NW	Paul Bunyan Drive (TH 197) – 23 rd Street NW
23 rd Street NW	Ridgeway Avenue NW – 22 nd Street NW
Norton Avenue NW	22 nd Street NW – 15 th Street NW

A bid opening for the Project was held on Tuesday, April 18, 2023 and the following three (3) bids were received:

<u>Bidder</u>	<u>Total Bid</u>
Sparky’s Construction, Inc.	\$1,521,464.95
Northern Paving, Inc.	\$1,522,370.00
Reierson Construction, Inc.	\$1,545,810.75
 City Engineer’s Estimate:	 \$1,299,541.00

This project, with federal funding, is subject to a DBE goal established by the Office of Civil Rights prior to project advertisement. This percentage of the construction cost must be met or a “Good Faith Effort” must be demonstrated by the low bid contractor if that goal is not met. Sparky’s Construction was the low bid contractor at the bid opening, but due to not meeting the DBE goal of 13.7% or demonstrating enough “good faith effort” was not approved for award by the Office of Civil Rights. The next low bidder of Northern Paving did meet the DBE goal and is authorized for project award.

The Northern Paving bid amount of \$1,522,370.00 will result in a total project cost of approximately \$1,750,000.00 after design engineering and construction inspection costs are added in. This is roughly \$116,623 more than the amount that was estimated at the public hearing.

Funding sources are proposed to come from the following sources:

Street Assessments	\$ 232,950.25
Water Utility Fund	\$ 153,937.85
Sanitary Sewer Utility	\$ 11,488.50
<u>Federal/State Aid Dollars</u>	<u>\$1,351,623.40</u>
	\$1,750,000.00

RESOLUTION NO. 6491: Awarding Bid to Northern Paving, Inc. in the amount of \$1,522,370 for the 2023 Norton Avenue Reconstruction Project – City Project 23-02 and authorize the Acting City Manager to sign the municipal application for streetlights with Ottetail Power Company was offered by Councilmember Thayer, who moved its adoption, and upon due second by Councilmember Rivera, was passed by the following roll call vote: Yeas: Fiskevold Gould, Eaton, Rivera, Peterson, Prince, Johnson, Thayer.

COUNCIL REPORTS

Councilmembers provided reports on various boards, committees and commissions.

UPCOMING COUNCIL MEETINGS

- Monday, June 12 5:30 p.m. Work Session (Code of Conduct)
- Monday, June 19 HOLIDAY Juneteenth
- Tuesday, June 20 6:00 p.m. Council Meeting
- Monday, June 26 5:30 p.m. Work Session

ADJOURN

There being no further business, motion by Eaton, seconded by Peterson, to adjourn the meeting. Motion carried. Meeting adjourned at 8:45 p.m.

Respectfully submitted,



Rachelle Barckholtz
Deputy City Clerk