

COUNCIL PROCEEDINGS

BEMIDJI, MINNESOTA

Regular Meeting – September 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 Tuesday, September 5, 2023 at 6:05 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, Parks & Recreation Director Marcia Larson, City Clerk/acting City Manager Michelle Miller

AMENDMENTS TO AGENDA

Mayor Prince called for any amendments to the agenda. **Motion by Johnson, seconded by Eaton, approving the agenda as presented. Motion carried by unanimous voice vote.**

MINUTES

The following minutes were presented for approval:

Council Meeting: June 5, 2023
Work Session: June 12, 2023

Motion by Eaton, seconded by Rivera, 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. Miller requested that the Sanford Center Bill List be amended to deduct \$43.68 as a non-public eligible expense. The following Consent Agenda items were presented for approval. **Motion by Rivera, seconded by Johnson, to approve Consent Agenda items as follows:**

1. Claims Submitted by Finance Officer in the Amount of \$992,280.44
2. Claims Submitted by ASM Global for the Sanford Center in the Amount of \$63,979.03
3. Approve Purchase of 2024 Auto Loader Refuse Truck (\$408,365.10)
4. Approve Professional Services Agreement with AE2S (SCADA)
5. **RESOLUTION NO. 6502:** Authorizing Execution of 2024 DWI Officer Grant Agreement
6. **RESOLUTION NO. 6503:** Accepting Petition to Annex Certain Property Contiguous to Gregg Court NW to the Corporate Limits of the City of Bemidji (Robert and Stacy Pfremer)

Motion carried by unanimous voice vote.

CONSENT AGENDA #2

Mayor Prince called for any items to be pulled from consent agenda #2. Rivera requested that Consent Agenda #2 (claims submitted by Finance Officer for Visit Bemidji in the Amount of \$67,084.38) be removed for discussion.

CITIZENS WITH BUSINESS NOT ON AGENDA

No appearance.

ORDINANCES

Ordinance Amending Chapter 12, Article XXV, of the Bemidji City Code Relating to Lodging Tax
Peterson removed himself from the conversation and stepped down from the dais due to a conflict as his role as the Executive Director of Visit Bemidji.

Pursuant to published notice, a Public Hearing was held to receive input regarding Ordinance Amending Chapter 12, Article XXV, of the Bemidji City Code Relating to Lodging Tax. Mayor Prince opened the Public Hearing at 6:40 p.m. Hearing no comments, Prince closed the public hearing at 6:41 p.m.

ORDINANCE NO. 198, 3RD SERIES, AN ORDINANCE Amending Chapter 12, Article XXV, of the Bemidji City Code Relating to Lodging Tax was given a final reading and passed by the following roll call vote: Yeas: Johnson, Fiskevold Gould, Prince, Eaton, Thayer, Rivera.

Motion by Johnson seconded by Thayer, approving publication of a summary of Ordinance No. 198, 3rd Series. Motion carried by unanimous voice vote.

Peterson reentered the council discussion and took his seat at the dais.

NEW BUSINESS

Update from Baker Tilly Regarding City Manager Search

Patty Heminover with Baker Tilly provided a summary of the process and presented next steps to council regarding the City Manager Search. Council received binders with information on candidates

recommended by Baker Tilly. Heminover stated that the information is confidential until the council selects the candidates to interview. Heminover is suggesting a first round of virtual interviews to be scheduled the week of September 18 with a second round of in person interviews September 27-29. Heminover suggested that the council could select up to five candidates for the first round interviews with each interview being 45 minutes. The second round of interviews could include a tour of the community, interviews with leadership staff and a meet a greet with the public. Upon discussion, the meeting to select the candidates was scheduled for September 15 at noon at City Hall.

Consider Award of Quote for Lake Shore Drive Sidewalk Project – City Project 23-08

Anderson stated that as part of the Lake Bemidji South Shore Development PUD, completed in 2009, a parcel was defined to be developed for future drop-off/parking for the South Shore Park on the south side of Lake Bemidji. In 2019, the parking lot was designed and constructed creating 11 new parking spaces (includes 2 handicapped accessible stalls) that are used frequently by Paul Bunyan Trail and South Shore Park users in the summer months. As part of that project, staff discussed the idea of adding a section of sidewalk that didn't currently exist between the main Sanford Center parking lot and Central Avenue to provide another pedestrian route for overflow parking to the park and other amenities in the area, but ultimately it was excluded from the project. With more development in the area, including the Boardwalk Mini Golf and Bixby apartments, staff felt it was a good time to design the sidewalk project and procure quotes to have the work completed.

The quote submittal deadline for the project was on Tuesday, August 29, 2023. Staff emailed quotes to local concrete contractors directly and posted on the city website. The following quotes were received:

<u>Contractor</u>	<u>Quote Amount</u>
Bowman & Sons Concrete	\$ 14,400.00
Crete & Co	\$ 37,262.50
Engineer's Estimate:	\$ 20,000.00

The low quote of \$14,400 will result in a total project cost of approximately \$18,000 after design engineering and construction inspection costs are included. The project will be funded from the city's Construction Reserves Fund.

Motion by Thayer, seconded by Peterson awarding quote to Bowman & Sons in the amount of \$14,400.00 for the Lake Shore Drive Sidewalk project – City Project 23-08. Motion carried by the following roll call vote: Yeas: Thayer, Johnson, Eaton, Rivera, Fiskevold Gould, Peterson, Prince.

Consider Claims Submitted by Finance Officer for Visit Bemidji in the Amount of \$67,084.38

Rivera stated that she will vote no on the Visit Bemidji bill list until an annual update to council from Visit Bemidji is scheduled before the end of the year.

Motion by Rivera, seconded by Eaton, approving claims submitted by finance officer for Visit Bemidji in the amount of \$67,084.38. Motion carried by the following roll call vote: Yeas: Rivera, Johnson, Fiskevold Gould, Thayer, Prince, Eaton. Abstain: Peterson.

COUNCIL REPORTS

Councilmembers provided reports on various boards, committees and commissions.


UPCOMING COUNCIL MEETINGS

- Wednesday, September 6 5:30 p.m. Special Work Session (2024 Financial Management Plan)
- Monday, September 11 5:30 p.m. Work Session (MnDOT Update TH 197)
- Monday, September 18 6:00 p.m. Council Meeting
- Monday, September 25 5:30 p.m. Work Session (Council Goals and Priorities)

ADJOURN

There being no further business, motion by Peterson, seconded by Thayer, to adjourn the meeting. Motion carried. Meeting adjourned at 7:23 p.m.

Respectfully submitted,


 Michelle R. Miller
 City Clerk