

# BEMIDJI CITY COUNCIL AGENDA

Tuesday, January 17, 2017

Council Chambers  
City Hall – 317 4<sup>th</sup> Street NW  
6:00 P.M.



➤ ROLL CALL

➤ PLEDGE OF ALLEGIANCE TO THE FLAG

➤ AMENDMENTS TO AGENDA

I. MINUTES

- 1) Regular Council: January 3, 2017
- BEDA Meeting: January 3, 2017
- Work Session: January 9, 2017

II. MAYOR'S STATE OF THE CITY ADDRESS – *Postponed until February 6, 2017*

III. 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) Claims Submitted by Finance Officer in the amount of \$7,166,754.24
- 3) Claims Submitted by VenuWorks for the Sanford Center in the amount of \$173,733.96
- 4) General Business Licenses Renewals for 2017
- 5) Consider Purchase of a Motor Grader
- 6) Consider Purchase of a 4-wheel Drive Pickup & Plow
- 7) Declare the 1997 GMC 1500 Pickup as Surplus Equipment
- 8) Resolution Appointing Election Judges for the Special Election(s) to Be Held on March 14, 2017 and, if needed, May 2, 2017
- 9) Appoint Members to the Carnegie Library Task Force
- 10) Travel Authorization – St. Paul on February 3 (Mn Environmental Congress) and February 4 (Mn Mayors Winter Reception) – Mayor Albrecht

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

**Public Comment** – Please give your name, address and state your concern/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. **PLEASE BE ADVISED THAT THE COUNCIL WILL TAKE NO ACTION AT THIS TIME.**

**V. REPORT(S)**

- Bemidji Youth Advisory Commission (if present)
- Bemidji State Student Senate (if present)

**VI. NEW BUSINESS**

11) Consider Funding Request for Lake Bemidji Aquatic Invasive Species Inspection

**VII. UPCOMING MEETINGS**

- Monday, February 6                             6:00 p.m.             Council Meeting  
- State of the City Address
- Monday, February 13                            5:30 p.m.             Work Session – TBD
- Tuesday, **March 14**                                 Ward 4 Special Election

**VIII. MAYOR AND COUNCIL REPORTS**

➤ Please limit your committee reports to 4 minutes

**IX. ADJOURN**

**CITY COUNCIL PROCEEDINGS**  
**BEMIDJI, MINNESOTA**  
**Regular Meeting – January 3, 2017**

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 3, 2017 at 6:00 p.m. in the Council Chambers of City Hall, Mayor Albrecht presiding.

Upon roll call, the following Councilmembers were declared present: Albrecht, Meehlhause, Johnson, Erickson, Larson Absent: Hellquist

Staff Present: City Manager Nate Mathews, City Attorney Alan Felix, Public Works Director/City Engineer Craig Gray, Finance Director Ron Eischens, City Clerk Kay Murphy

**AMENDMENTS TO AGENDA**

Mayor Albrecht called for any amendments to the agenda. **Motion by Johnson, seconded by Meehlhause, to approve the agenda as prepared. Motion carried by unanimous vote.**

**MINUTES**

The following minutes were presented for approval:  
Council Meeting December 19, 2016

**Motion by Erickson, seconded by Larson, to approve the minutes as prepared. Motion carried by unanimous vote.**

**OATH OF OFFICE**

City Clerk Murphy administered the Oath of Office to re-elected officials Rita Albrecht (Mayor), Michael Meehlhause (Ward 1), Ron Johnson (Ward 3) and Nancy Erickson (Ward 5).

**CONSENT AGENDA**

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

1. Claims Submitted by Finance Officer in the amount of \$1,148,765.08
2. General Business Licenses Renewals for 2017
3. 1-4 Day Temporary On-Sale Liquor License – BSU Alumni Event on 2/17/17
4. Designate Mayor Pro-tem – Erickson
5. City Council Commission/Committee Assignments for 2017
6. Designate Official Newspaper of Publication for 2017
7. **RESOLUTION NO. 6052:** Designating Depositories for City Funds in 2017
8. **RESOLUTION NO. 6053:** Declaring a Vacancy in Ward 4
9. Travel Authorization – CGMC Action Day on February 1 - Johnson

**Motion carried by unanimous vote.**

**CITIZENS NOT ON AGENDA**

No one appeared.

### **COMMITTEE REPORTS**

**BSU Student Senate** – President Kayley Schoonmaker, highlighted notable achievements and future activities planned by the BSU Student Senate.

### **NEW BUSINESS**

#### **Mn Historical Grant – Carnegie Library Project**

City Manager Mathews stated that the City of Bemidji, via the Friends of the Carnegie Library Committee, was a successful award recipient for a \$345,957 grant through the Mn Historical Society. He stated that all state grants contain conditions, procedures and in some cases for facilities, special covenants that must be followed. He highlighted a few of the conditions which includes:

- The project must undergo a formal notice and bidding process.
- The project budget may not change more than 20% without State Historical Society review and project expenses that are not outlined in the project schedule are not allowed.
- The City must adhere to the State Historical Society's desired milestone payment process.
- The size of this grant means that the City will have a 20-year responsibility maintain this historic property in a manner that is satisfactory to the State Historical Society.
- The grant agreement specifies that work on the project must be completed by January 1, 2019. However, the mandatory conference call that Mathews attended it was understood that the date could be pushed back to June 30, 2019 if necessary.

Erickson inquired that the first 20% comes to the City as the City is taking responsibility. She stated that the first 20% comes after execution of the grant. Felix stated that the once the grant is assigned and accepted by the State, the State sends the first 20%. Discussion followed regarding the timeline and payments.

Erickson expressed concerns about receiving any grant money as there is still approximately \$400,000 needed to reach the project goal. Mathews stated that the City will receive the funds which are kept in the City's dedicated fund for the Carnegie project.

Sue Liapis, President of the Friends of the Carnegie, stated that with this grant we have raised approximately \$1.235 million. She stated the Friends' goal is to raise most of the remaining funds by the end of July.

Erickson stated that she supports the renovation project but wanted to know if there will be more costs to meet the Historical Society's requirements. Koenigsberg stated that all of the Historical Society's requirements have been incorporated in the plans.

Felix noted that this is the City's project and nothing will happen until the Council approves.

Gray asked if the budget included finalizing the grant documents. He noted that it cost \$20,000-\$25,000 for a consultant to close the documents for the Lessard Sams Project. Koenigsberg replied that she is working with City staff to identify the scope of work for WSN.

**Motion by Meehlhause, seconded by Johnson, to accept a Grant Agreement for MN Historical and Cultural Heritage Grant #1604-19552 and authorizing a Letter of Agreement Governing Use of Historic Sites. Motion carried unanimously.**

Brinkman Park

Parks & Recreation Director Marcia Larson stated that the Parks & Trails Commission as well as staff have been approached by user groups and community members requesting amenities and/or discussion regarding the policies at Brinkman Park. She further stated that residents have expressed concerns regarding the use of motorized vehicles within the park boundaries and on-street parking. She stated there is an opportunity for the City to apply for partial funding the consultant services for this project through the Northwest Minnesota Foundation Planning grants. The estimated cost for a consultant is \$16,000. The City's portion could be paid out of the Parks Department's Professional Service Budget line item. Consultant services fees could provide for consultant/park planner-led public input process that would include a series of meetings, focus groups and other methods of input that utilize technology.

Erickson inquired to the current users of the park. Ms. Larson responded that it is not used by many outside the neighborhood as it is an open space with wooded area along the Mississippi River. Erickson stated that the City's deer hunt is held annually in this park and the Deer Committee should be included in the conversation.

Meehlhause stated that having a plan would be good to have in our "back pocket".

Mathews noted that there are no extra funds to develop the park or funding stream.

Albrecht stated that plans can get "stale" but the challenge for the park planner would be to look into future needs.

Councilor Larson stated that the idea of a masterplan is premature. The park is useable as it is and if there is a plan developed, there will be an "expectation" by the public to do something. He stated the Council could revisit planning for this park in the future.

Ms. Larson commented that without a planning document the City cannot apply for other funds. Discussion followed regarding the significant "blow" down from last summer's storm and more cleanup is needed.

**RESOLUTION NO. 6054: A Resolution in Support of the Development of Brinkman Park's Master Plan and Authorization to Submit a Grant Application to the NW MN Foundation Community Planning Program was offered by Councilmember Meehlhause, who moved its adoption, and upon due second by Councilmember Johnson was passed by the following vote: Ayes: Meehlhause, Johnson, Albrecht. Nays: Erickson, Larson.**

UPCOMING COUNCIL MEETINGS

- Monday, January 9 5:30 p.m. Work Session – Discuss Land Purchase in Closed Session
- Tuesday, January 17 6:00 p.m. Council Meeting (State of the City Address)

COUNCIL/STAFF REPORT

- Council members provided updates on current events and meetings.
- Mayor Albrecht noted that Bemidji Day at the Capital will be March 1, 2017.

**ADJOURN**

There being no further business, motion by Johnson, seconded by Meehlhause, to adjourn the meeting. Motion carried. Meeting adjourned at 7:21 p.m.

Respectfully submitted,

Kay M. Murphy  
City Clerk

**CITY COUNCIL PROCEEDINGS**  
**BEMIDJI, MINNESOTA**  
**Work Session – Monday, January 9, 2017**

Pursuant to due call and notice, a work session of the City Council of the City of Bemidji, Beltrami County, Minnesota, was held on Monday, January 9, 2017, at 5:30 p.m. in the Conference Room of City Hall, Mayor Albrecht presiding.

Upon roll call, the following Councilmembers were declared present: Albrecht, Meehlhause, Hellquist, Johnson, Erickson, Larson

Staff Present: City Manager Nate Mathews, City Attorney Alan Felix, Public Works Director/City Engineer Craig Gray, Finance Director Ron Eischens, City Clerk Kay Murphy

Others Present: Dr. Jim Hess, ISD #31 Supt ; Ann Long-Voelkner, School Board

Division Street Utility Extensions

Gray stated that the Council, at their November 28 work session, authorized proceeding with a utility extension project from the Bemidji High School to Adams Avenue at an estimated cost of \$508,000. He further stated that discussion occurred about extending the city mains and service lines beyond Adams Avenue to the site of the new elementary school. City staff and Karvacko Engineering estimated the additional cost for this work at \$281,000. A significant portion of the cost is related to roadway bituminous replacement, utility services and fire hydrants.

Gray stated that the City was contacted by the School District to see if there was a way for the water and sewer mains west of Adams Avenue to be turned over to the City after construction, in essence making these publicly owned and maintained. Gray and the City Manager met with the Dr. Hess and it was discussed during that meeting that the school district could pay all of the Division Street bituminous costs that would be involved to build the sanitary sewer to city specifications and half of the cost of the necessary fire hydrants. The City's share of the revised project is estimated at \$80,000 and would include water main and sanitary sewer stubs to four properties on the north side of Adams and one to Hidden Trail Court on the south side. He stated that there would be no residential services lines installed to the south properties.

Johnson stated that the City should annex the parcels located on the north side of Division Street and not create a "flag" lot to annex the school property. Discussion followed regarding annexation and extending city utilities outside city limits. Felix stated that the Council may not want to burden the decision based on the annexation of the other parcels which may be complex.

Mathews stated that he met with Grant Valley Township officials but they only discussed annexation briefly. He stated that the School, County and City are developing a Municipal Services and Development Agreement which will incorporate recommendations from the Joint Planning Board.

**Motion by Meehlhause, seconded by Johnson, directing staff to discuss an Orderly Annexation Agreement with Grant Valley Township within the next six months regarding the four parcels located on the north side of Division Street and west of Adams Avenue. Motion carried with the following vote: Ayes: Albrecht, Meehlhause, Erickson, Larson, Johnson. Nays: Hellquist.**

**Motion by Meehlhause, seconded by Johnson, to approve the design of water and sewer mains along the Division Street corridor west of Adams as a future public utility at a cost not to exceed \$80,000 cost share with the School District. Furthermore, the School District and Beltrami County shall petition the City for annexation of their respective properties. Motion carried unanimously.**

Property Discussion

**Motion by Meehlhause, seconded by Johnson, to close the meeting in accordance with Minnesota Statute Section 13D.05, Subd. 3 for the purpose of reviewing confidential or non-public appraisal data relating to the acquisition of real property, as well as to develop or consider offers or counter-offers for the purchase of said property. Motion carried unanimously. Mayor Albrecht closed the meeting at 6:39 p.m.**

Staff Present: City Manager Nate Mathews, City Attorney Alan Felix, Public Works Director/City Engineer Craig Gray, Finance Director Ron Eischens, City Clerk Kay Murphy

**Motion by Meehlhause, seconded by Johnson to reopen the meeting at 7:22 p.m. Motion carried.**

ADJOURN

There being no further business, motion by Meehlhause, seconded by Johnson, to adjourn the meeting. Motion carried. Meeting adjourned at 7:25 p.m.

Respectfully submitted,

Kay M. Murphy  
City Clerk



# Bill List Summary

January 17th, 2017

<u>Check /Wire</u>	<u>Vendor</u>	<u>Amount</u>
21106 - 21202	See Attached List	<u>7,166,754.24</u> <u>\$7,166,754.24</u>
	TOTAL	\$7,166,754.24

# Accounts Payable

## Blanket Voucher Approval Document

User: denisea  
Printed: 01/12/2017 - 10:29AM  
Warrant Request Date: 01/18/2017  
DAC Fund:



### COUNCIL BILL LIST

Line	Claimant	Voucher No.	Amount
1	Adams, Denise	000000000	150.00
2	Albrecht, Rita	000000000	55.00
3	Ameripride	000000000	958.13
4	Anderson, Jannik	000000000	110.00
5	Anderson, Rick	000000000	163.08
6	Arrow Printing	000021106	540.52
7	Artisan Beer Company	000021107	765.70
8	Auto Value Bemidji	000021108	237.13
9	Bellboy Corporation	000000000	843.00
10	Beltrami County Auditor/Treasurer	000021109	126,839.74
11	Beltrami County Recorder	000021110	92.00
12	Beltrami County Solid Waste	000021111	100.00
13	Bemidji Coca-Cola Bottling Co, Inc	000021112	471.75
14	Bemidji Coop Ass'n, Inc.	000021113	341.44
15	Bemidji Oil & Propane Inc	000000000	1,620.23
16	Bemidji Paper Sales, Inc.	000000000	925.03
17	Bernick's	000000000	17,147.03
18	Bessler Brother's Electric, LLC	000000000	8,072.42
19	Bluefin Payment Systems	000000000	1,232.29
20	Bonded Lock & Key of Bemidji	000021114	22.50
21	Boyer Mechanical Services	000021115	270.00
22	Breakthru Beverage Minnesota Wine & Spirits, LLC	000021116	16,128.76
23	Buy Line	000021117	663.00
24	Carquest Auto Parts-Bemidji	000021118	192.66
25	Christiansen Construction Co, Inc.	000021119	462.00
26	Commercial Refrigeration, Inc.	000021120	13,850.00
27	Crazy About Cleaning	000000000	625.00
28	Culligan	000000000	201.24
29	D & D Beverage, LLC	000000000	1,240.70
30	D-S Beverages	000021121	26,038.71
31	Dakota Supply Group, Inc.	000000000	431.42
32	DEMCO	000000000	59.70
33	Department of Employment/Econ.Dev.	000021122	63.05
34	Dick's Plumbing & Heating, Inc	000021123	2,079.21
35	Docu Shred	000021124	37.62
36	Dress Club Cleaners	000021125	21.69
37	Eckles Township	000021126	2,311.27
38	Ehrhorn, Wendy	000000000	150.00
39	Fargo Freightliner	000021127	19.06
40	Fenner, Kevin	000000000	54.81
41	First Data Global Leasing	000000000	39.95
42	FleetPride, Inc.	000021128	278.94
43	Forum Communications Company	000000000	2,973.20
44	Furshong, Peg	000000000	168.40
45	Gold Mine Ranch	000021129	400.00

Page Total: \$229,447.38

Line	Claimant	Voucher No.	Amount
46	Gopher State One-Call	000000000	44.55
47	Greater Bemidji Area Joint Planning Board	000021130	21,059.25
48	Greater Minnesota Parks & Trails	000021131	350.00
49	Guidestar Realty	000021132	151,583.08
50	Hadrava, Larry	000000000	170.00
51	Halbrook, Lynn M.	000021133	350.00
52	Hanson, Teresa	000000000	150.00
53	Harmony Foods Coop	000021134	205.00
54	Hawkins, Inc.	000000000	20,403.92
55	HBI Radio Bemidji	000021135	1,494.00
56	HD Waterworks Supply	000021136	99.16
57	Headwaters Regional Development Commission	000021137	16,000.00
58	HotsyMinnesota.Com	000021138	614.90
59	Hulett, Mike	000000000	591.32
60	Ink Spot Press	000021139	1,415.24
61	Innovative Office Solutions, LLC	000021140	2,253.87
62	Int'l Chemtex Corp	000021141	782.37
63	JFC Strategic Services	000000000	6,664.97
64	Jim Hirt Trucking, Inc	000021142	1,908.26
65	JOBSHQ	000021143	124.20
66	Johnson Bros., Inc.	000021144	34,589.93
67	Karvako, P.A.	000000000	1,715.00
68	Kennedy, Timothy	000000000	456.94
69	L & M Supply, Inc.	000021145	377.51
70	Larry's Machine Shop	000021146	87.19
71	Lawson Products, Inc.	000021147	393.71
72	League of MN Insurance Trust	000021148	380.88
73	Luekens Village Foods North	000021149	30.45
74	M&T Excavating, Inc.	000021150	3,325.00
75	MailFinance	000021151	179.10
76	Mattice, Marc	000000000	36.72
77	McKinnon Co., Inc.	000021152	14,311.85
78	McMaster-Carr Supply Co.	000000000	457.18
79	Menards-Bemidji	000000000	806.80
80	Minitex	000021153	364.00
81	MN Bureau Criminal Apprehension	000021154	1,550.00
82	MN Dept of Health	000021155	150.00
83	MN Energy Resources	000000000	11,614.39
84	MN Pollution Control Agency	000021156	310.00
85	MN Pollution Control Agency	000021157	310.00
86	Mobile Music Machine	000021158	700.00
87	NAPA Auto Parts	000000000	52.14
88	Naylor Heating & Refrigeration, LLC	000000000	2,051.56
89	Nei Bottling, Inc.	000021159	197.96
90	Nelson, Keith A.	000000000	277.64
91	Neopost Great Plains	000021160	33.00
92	Northdale Oil Inc.	000021161	157.50
93	Northern Lakes Vending, Inc.	000021162	281.90
94	Northwoods Ice, Inc.	000021163	84.00
95	O'Reilly Auto Parts	000021164	115.28
96	Otter Tail Power Company	000021165	56,939.79
97	Paul Bunyan Drug Task Force	000021166	3,500.00
98	Paul Bunyan Mini Storage	000021167	69.00
99	Paustis & Sons	000021168	2,002.75
100	Pederson, Ross	000021169	825.00
101	Petty Cash	000021170	655.34
102	Phillips Wine & Spirits	000021171	28,936.47

Page Total: \$394,590.07

Line	Claimant	Voucher No.	Amount
103	Pike, Bryan	000000000	156.60
104	Police Petty Cash	000021172	50.48
105	Port-O-Wild Security, Inc.	000000000	660.00
106	Postmaster	000021173	1,696.81
107	PowerPlan OIB	000021174	4,375.00
108	Quality Flow Systems, Inc.	000000000	430.32
109	Quill Corporation	000021175	160.41
110	R & L Carriers	000021176	256.70
111	R.P. Broadcasting , Inc.	000021177	295.00
112	Raphaels Bakery Cafe	000021178	65.40
113	Reierson Construction, Inc.	000021179	9,637.77
114	Richards Publishing Company	000021180	512.00
115	RMB Environmental Laboratories, Inc.	000021181	556.00
116	RMC Truck Parts	000021182	45.61
117	Roger's Two Way Radio, Inc.	000021183	4,380.00
118	Sanford, Mathew	000021184	20.00
119	Scenario Learning	000021185	700.00
120	Schoenbauer Consulting, LLC	000000000	36,493.50
121	Southern Glazer's Of MN	000021186	22,782.98
122	Southside Tow & Rec, Inc	000021187	1,052.64
123	Spartz, Ron	000021188	15.00
124	Spee-Dee Delivery Service, Inc.	000021189	116.12
125	Staples Advantage	000021190	1,254.31
126	Streicher's	000021191	5,669.92
127	Summit Fire Protection	000021192	190.00
128	Superior Outdoor Solutions	000021193	250.00
129	Swenson, Joe	000000000	92.00
130	TC Lighting Supplies & Recycling, Inc	000021194	3,685.00
131	TDS Metrocom-MN	000000000	873.23
132	Thomson Reuters-West	000021195	250.00
133	Tires Plus of Bemidji	000021196	95.92
134	TransUnion Risk and Alternative	000021197	25.00
135	Trinity Creek Consulting	000000000	9,789.72
136	Vantiv Integrated Payments Solution	000000000	60.19
137	Waste Management of WI-MN	000021198	2,027.10
138	Wave3 Solutions	000021199	15,000.00
139	Wells Fargo	000000000	6,400,922.51
140	Wells Fargo Bank	000000000	1,025.00
141	Wells Fargo-ACH	000000000	14,664.63
142	Wendorf, Barry	000000000	45.36
143	Wes Plumbing & Heating	000021200	108.06
144	Wiebolt Electric, Inc.	000021201	705.75
145	Wine Merchants	000021202	788.00
146	Ziegler, Inc.	000000000	736.75
Page Total:			\$6,542,716.79
Grand Total:			\$7,166,754.24

11:25 AM  
01/12/17

VenuWorks of Bemidji, LLC  
Unpaid Bills Detail  
As of January 12, 2017

Type	Date	Num	Due Date	Aging	Open Balance
<b>ACE on the Lake</b>					
Bill	12/25/2016	20025...	01/04/2017	8	406.80
Total ACE on the Lake					406.80
<b>AmeriPride Services</b>					
Bill	11/18/2016	35009...	12/18/2016	25	183.00
Bill	12/23/2016	35010...	01/22/2017		224.15
Bill	12/30/2016	35010...	01/29/2017		255.71
Total AmeriPride Services					662.86
<b>Beltrami County Solid Waste</b>					
Bill	12/14/2016	1152	01/13/2017		1,311.70
Total Beltrami County Solid Waste					1,311.70
<b>Bemidji Coca-Cola Company</b>					
Bill	12/15/2016	77774	01/14/2017		251.08
Total Bemidji Coca-Cola Company					251.08
<b>Bemidji Cooperative Association</b>					
Bill	12/31/2016	BCA1...	01/30/2017		150.02
Total Bemidji Cooperative Association					150.02
<b>Bemidji Rotary Club</b>					
Bill	12/17/2016	Rotary...	12/17/2016	26	239.73
Total Bemidji Rotary Club					239.73
<b>Bemidji Welders Supply, Inc.</b>					
Bill	11/01/2016	B1609...	11/11/2016	62	166.39
Bill	11/29/2016	B1611...	12/09/2016	34	156.14
Bill	12/06/2016	M187...	12/16/2016	27	175.31
Bill	12/26/2016	B1612...	01/05/2017	7	156.14
Bill	12/30/2016	M188...	01/09/2017	3	295.58
Bill	01/03/2017	313822	01/13/2017		272.05
Total Bemidji Welders Supply, Inc.					1,221.61
<b>Border States Electric Supply</b>					
Credit	11/06/2013	90649...			-6.03
Credit	03/28/2014	90711...			-16.97
Total Border States Electric Supply					-23.00
<b>City of Bemidji - Parks &amp; Recreation Dept</b>					
Bill	12/03/2016	452	12/03/2016	40	88.99
Total City of Bemidji - Parks & Recreation Dept					88.99
<b>City of Bemidji MN</b>					
Bill	12/31/2016		01/15/2017		1,993.59
Bill	12/31/2016		01/15/2017		8,401.08
Bill	12/31/2016	213280	01/24/2017		2,220.00
Total City of Bemidji MN					12,614.67
<b>ColePapers</b>					
Credit	12/15/2016	9267098			-13.14
Bill	12/02/2016	9266116	01/01/2017	11	20.69
Bill	12/20/2016	9271192	01/19/2017		1,596.30
Bill	12/24/2016	9272862	01/23/2017		58.34
Bill	12/24/2016	9272861	01/23/2017		56.90
Total ColePapers					1,719.09

11:25 AM  
01/12/17

VenuWorks of Bemidji, LLC  
Unpaid Bills Detail  
As of January 12, 2017

Type	Date	Num	Due Date	Aging	Open Balance
<b>D - S Beverages</b>					
Credit	05/20/2015	222520			-2,354.00
Credit	10/29/2016	276933			-54.00
Credit	11/09/2016	286021			-126.00
Total D - S Beverages					-2,534.00
<b>Dakota Supply Group</b>					
Bill	11/16/2016	C5942...	12/16/2016	27	100.39
Bill	12/15/2016	C6956...	01/25/2017		23.82
Bill	12/19/2016	C6984...	01/25/2017		64.59
Bill	12/15/2016	C6956...	01/25/2017		131.78
Bill	12/27/2016	C6956...	02/25/2017		526.91
Bill	12/27/2016	C6956...	02/25/2017		38.96
Total Dakota Supply Group					886.45
<b>Daktronics, Inc.</b>					
Bill	12/01/2016	6715194	12/31/2016	12	9,030.00
Total Daktronics, Inc.					9,030.00
<b>Delta Kappa Gamma - Concessions</b>					
Bill	12/17/2016	DKG1...	12/27/2016	16	344.51
Total Delta Kappa Gamma - Concessions					344.51
<b>DFC's Cutting Edge</b>					
Bill	01/03/2017	37611	01/13/2017		35.00
Total DFC's Cutting Edge					35.00
<b>Dunn Bros Coffee</b>					
Bill	12/17/2016	DUNN...	12/17/2016	26	486.74
Total Dunn Bros Coffee					486.74
<b>Emily Edson Design</b>					
Bill	11/01/2016	EE111...	11/11/2016	62	1,847.60
Bill	12/15/2016	EE121...	12/25/2016	18	707.60
Bill	12/31/2016	EE123...	01/10/2017	2	718.00
Total Emily Edson Design					3,273.20
<b>First Insurance Funding Corp</b>					
Bill	12/14/2016	FI121...	12/14/2016	29	3,104.02
Total First Insurance Funding Corp					3,104.02
<b>G &amp; R Controls, Inc.</b>					
Credit	03/09/2016	85519			-189.05
Total G & R Controls, Inc.					-189.05
<b>Gladden Construction, Inc.</b>					
Bill	12/31/2016	01259	01/30/2017		14,320.00
Total Gladden Construction, Inc.					14,320.00
<b>Grainger</b>					
Bill	11/29/2016	92919...	12/29/2016	14	40.09
Total Grainger					40.09
<b>Guardian Pest Solutions, Inc.</b>					
Bill	11/28/2016	1698143	12/28/2016	15	247.79
Bill	12/19/2016	1706968	01/18/2017		247.79
Total Guardian Pest Solutions, Inc.					495.58

11:25 AM  
01/12/17

VenuWorks of Bemidji, LLC  
Unpaid Bills Detail  
As of January 12, 2017

Type	Date	Num	Due Date	Aging	Open Balance
<b>Heartland Paper Company</b>					
Bill	12/27/2016	32896...	01/12/2017		1,116.86
Bill	12/27/2016	32896...	01/12/2017		907.24
Total Heartland Paper Company					2,024.10
<b>Higgins Heating, INC</b>					
Bill	11/01/2016	24588	11/11/2016	62	235.25
Total Higgins Heating, INC					235.25
<b>Hunt Electric Corporation</b>					
Bill	11/01/2016	220531	11/11/2016	62	70.51
Bill	12/31/2016	224840	01/31/2017		70.51
Total Hunt Electric Corporation					141.02
<b>Innovative Office Solutions LLC</b>					
Bill	12/16/2016	IN143...	12/31/2016	12	68.93
Total Innovative Office Solutions LLC					68.93
<b>Itasca Outdoor Advertising</b>					
Bill	11/01/2016	1515E...	11/11/2016	62	800.00
Bill	12/03/2016	1515E...	01/15/2017		800.00
Total Itasca Outdoor Advertising					1,600.00
<b>jobsHQ</b>					
Bill	12/31/2016	1807926	01/28/2017		466.48
Total jobsHQ					466.48
<b>Marco</b>					
Bill	12/19/2016	INV38...	01/03/2017	9	27.00
Bill	12/20/2016	INV39...	01/04/2017	8	80.10
Bill	01/03/2017	INV39...	01/18/2017		367.22
Bill	01/04/2017	INV39...	01/19/2017		67.50
Bill	01/06/2017	INV39...	01/21/2017		47.25
Total Marco					589.07
<b>Meyers SignSource</b>					
Bill	12/29/2016	6784	01/28/2017		70.12
Total Meyers SignSource					70.12
<b>Midwest Meetings</b>					
Bill	01/06/2017	GB17...	01/16/2017		575.00
Total Midwest Meetings					575.00
<b>Minnesota Public Radio</b>					
Bill	11/01/2016	10978...	12/01/2016	42	104.00
Bill	12/25/2016	10978...	01/24/2017		156.00
Total Minnesota Public Radio					260.00
<b>MN Dept of Labor &amp; Industry</b>					
Bill	01/02/2017	ALR0...	02/01/2017		300.00
Bill	01/01/2017	ARB0...	02/01/2017		60.00
Total MN Dept of Labor & Industry					360.00
<b>National Car Rental</b>					
Bill	12/16/2016	20020...	12/26/2016	17	73.70
Total National Car Rental					73.70

11:25 AM  
01/12/17

VenuWorks of Bemidji, LLC  
Unpaid Bills Detail  
As of January 12, 2017

Type	Date	Num	Due Date	Aging	Open Balance
<b>Nei Bottling, Inc - Breakroom</b>					
Credit	12/12/2011	82369			-54.00
Total Nei Bottling, Inc - Breakroom					-54.00
<b>Nei Bottling, Inc - FB</b>					
Credit	04/03/2012	86097			-24.00
Total Nei Bottling, Inc - FB					-24.00
<b>NLFX Professional</b>					
Bill	11/01/2016	170223	11/11/2016	62	332.26
Bill	11/01/2016	170273	11/11/2016	62	42.40
Bill	11/01/2016	170571	11/11/2016	62	97.09
Bill	11/01/2016	170570	11/11/2016	62	199.58
Bill	11/01/2016	170544	11/11/2016	62	987.50
Bill	11/01/2016	170543	11/11/2016	62	750.38
Bill	11/01/2016	170536	11/11/2016	62	1,050.00
Bill	11/01/2016	170530	11/11/2016	62	150.00
Bill	11/09/2016	170656	11/19/2016	54	1,000.00
Bill	11/14/2016	170719	11/24/2016	49	545.85
Bill	12/07/2016	170921	12/17/2016	26	2,700.00
Total NLFX Professional					7,855.06
<b>North Country Business Products</b>					
Bill	12/29/2016	CNIN1...	01/13/2017		3,823.95
Total North Country Business Products					3,823.95
<b>Office Depot</b>					
Bill	12/16/2016	88784...	12/26/2016	17	4.63
Bill	12/09/2016	88394...	01/08/2017	4	184.44
Bill	12/15/2016	88752...	01/14/2017		126.72
Bill	12/15/2016	88752...	01/14/2017		14.87
Bill	12/16/2016	88784...	01/15/2017		95.28
Bill	12/16/2016	88784...	01/15/2017		202.45
Bill	12/19/2016	88752...	01/18/2017		92.22
Bill	12/27/2016	88973...	01/26/2017		98.48
Bill	12/29/2016	88973...	01/28/2017		33.43
Total Office Depot					852.52
<b>Otter Tail Power Company</b>					
Bill	12/27/2016		01/26/2017		22,836.30
Total Otter Tail Power Company					22,836.30
<b>Paul Bunyan Communications</b>					
Bill	12/01/2016	42619...	12/11/2016	32	1,358.75
Bill	12/01/2016	1264698	12/31/2016	12	1,230.00
Bill	01/01/2017	42619...	01/11/2017	1	1,241.63
Total Paul Bunyan Communications					3,830.38
<b>Peterson Sheet Metal</b>					
Bill	12/31/2016	89892	01/30/2017		535.00
Total Peterson Sheet Metal					535.00
<b>Raphaels Bakery Cafe</b>					
Bill	12/06/2016	6400	01/05/2017	7	16.00
Total Raphaels Bakery Cafe					16.00
<b>Relay for Life</b>					
Bill	12/17/2016		12/17/2016	26	281.67
Total Relay for Life					281.67



11:25 AM  
01/12/17

**VenuWorks of Bemidji, LLC**  
**Unpaid Bills Detail**  
As of January 12, 2017

Type	Date	Num	Due Date	Aging	Open Balance
<b>Roger's Two Way Radio Inc</b>					
Bill	12/23/2016	46764A	01/22/2017		38.51
Total Roger's Two Way Radio Inc					38.51
<b>Schindler Elevator Corporation</b>					
Bill	01/01/2017	81044...	01/01/2017	11	1,683.06
Total Schindler Elevator Corporation					1,683.06
<b>SupplyWorks</b>					
Bill	12/13/2016	38650...	01/12/2017		38.73
Total SupplyWorks					38.73
<b>Sysco North Dakota, Inc.</b>					
Credit	11/09/2016	61109...			-27.37
Bill	12/16/2016	19500...	01/10/2017	2	656.06
Bill	01/04/2017	19501...	02/10/2017		2,221.30
Total Sysco North Dakota, Inc.					2,849.99
<b>US Foods</b>					
Credit	10/31/2016	5994079			-119.42
Total US Foods					-119.42
<b>VenuWorks, Inc.</b>					
Bill	09/01/2016	13748	09/01/2016	133	9,500.00
Bill	09/30/2016	13804	09/30/2016	104	2,498.11
Bill	10/01/2016	13815	10/01/2016	103	9,500.00
Bill	10/01/2016	13783	10/01/2016	103	11,990.50
Bill	10/01/2016	13782	10/01/2016	103	3,009.50
Bill	10/01/2016	13781	10/01/2016	103	375.00
Bill	11/15/2016	13889	11/15/2016	58	593.33
Bill	11/15/2016	13879	11/15/2016	58	2,962.78
Bill	11/15/2016	13885	11/15/2016	58	429.95
Bill	11/15/2016	13886	11/15/2016	58	9,500.00
Bill	11/30/2016	13946	11/30/2016	43	1,322.32
Bill	11/30/2016	13939	11/30/2016	43	11,807.51
Bill	12/01/2016	13948	12/01/2016	42	9,500.00
Bill	12/03/2016	13925	12/03/2016	40	318.13
Bill	12/15/2016	13947	12/15/2016	28	835.43
Total VenuWorks, Inc.					74,142.56
<b>Verizon</b>					
Bill	12/25/2016	97776...	01/20/2017		450.54
Total Verizon					450.54
<b>Waste Management</b>					
Bill	12/31/2016	00234...	12/31/2016	12	297.35
Total Waste Management					297.35
<b>TOTAL</b>					<b>173,733.96</b>

# GENERAL BUSINESS LICENSES - 2017

Type of License	Business Name	Business Location	Fee Paid
<b>Gas Station (per pump)</b>	DICK'S NORTHSIDE	100 PAUL BUNYAN DR NW 2 single	\$70.00
<b>Massage Establishment</b>	LAKEVIEW HEALTH & WELLNESS	118 PAUL BUNYAN DR S	\$120.00
<b>Massage Therapist</b>	LISA MARIE TIEDEN	3728 BEMIDJI AVE N The Skin Co	\$120.00
	SHYLAN TAIGE ROSE	WITHIN BEMIDJI CITY LIMITS Lakeview Health	\$120.00
<b>Plumber</b>	A+ PLUMBING BEMIDJI LLC	WITHIN BEMIDJI CITY LIMITS 058541PM	\$95.00
	AP&H, INC.	WITHIN BEMIDJI CITY LIMITS 067470PM	\$95.00
	KENTS PLUMBING LLC	WITHIN BEMIDJI CITY LIMITS PM052094	\$95.00
<b>Restaurant/Food Service</b>	PAUL BUNYAN SUBSHOP	119 2ND STREET NW	\$35.00
<b>Taxicab Driver</b>	CHRISTOPHER JAMES WHELAN	WITHIN BEMIDJI CITY LIMITS Bemidji Cab	\$20.00
	DARLENE ANN PRICKETT	WITHIN BEMIDJI CITY LIMITS Bemidji Cab	\$20.00
	LAWRENCE BRUCE NELSON	WITHIN BEMIDJI CITY LIMITS Bemidji Cab	\$20.00
	ROBERT THOMAS PRICKETT, JR.	WITHIN BEMIDJI CITY LIMITS Bemidji Cab	\$20.00
<b>Taxicab Service</b>	BEMIDJI CAB COMPANY	WITHIN BEMIDJI CITY LIMITS 2nd Vehicle	\$35.00

<b>Type of License</b>	<b>Business Name</b>	<b>Business Location</b>	<b>Fee Paid</b>
	BEMIDJI CAB COMPANY	WITHIN BEMIDJI CITY LIMITS 1st Vehicle	\$95.00
<b>Transient/Peddlers/Solicitors</b>	JULIE ANNE WELLNITZ	WITHIN BEMIDJI CITY LIMITS MIDCO	\$280.00

# COUNCIL AGENDA ITEM



**Meeting Date:** January 17, 2017  
**Action Requested:** Approve purchase of Motor Grader  
**Prepared By:** David Hansen, Street Superintendent  
**Reviewed By:** Craig Gray, D.P.W. /City Engineer *CGA*

---

---

## **Background:**

The 2017 Capital Improvement Plan includes \$230,000.00 for the purchase of a new motor grader to replace a John Deere 772D motor grader. The existing motor grader is 11 years old. A bid was requested from the state purchasing contract, for a 772GP John Deere motor grader. The bid is summarized as follows:

<u>Brand &amp; Model</u>	<u>Price before Trade-In</u>
John Deere 772GP	\$288,905.00
Trade-in of existing grader	(\$80,422.00)
Net Purchase Price:	\$208,483.00

The street department currently utilizes two John Deere motor graders for street maintenance and in house construction projects.

**Recommendation:** Authorize the purchase of a John Deere motor grader for purchase in 2017 for a total price including all taxes and fees of \$208,483.00.

# **COUNCIL AGENDA ITEM**



**Meeting Date:** January 17, 2017

**Action Requested:** Approve Purchase of 2017 Pickup and Plow

**Prepared By:** David Hansen, Street Superintendent

**Reviewed By:** Craig Gray, D.P.W./City Engineer

---

---

## **Background:**

The 2017 Capital Improvement Plan includes \$42,000.00 for the purchase of a pickup truck (4x4) with snow plow. This pickup will replace a 1997 GMC1500 pickup for routine daily operations and be utilized for snow removal in streets and alleys throughout the city. The 1997 GMC 1500 will be given to the Sanford Center maintenance department for parking lot and grounds keeping.

The following prices were received from the Minnesota State contract pricing and are recommended to be purchased.

Nelson Auto Center: GMC Sierra 2500 HD:	\$30,285.57
Southside Towing: Boss 8' 2" V Steel Plow installed:	\$ 6,674.05

**Recommendation:** Authorize the purchase of the 2017 GMC 2500 from Nelson Auto Center and Boss plow equipment from Southside Towing for a price of \$36,959.62, which includes tax and license.

# **COUNCIL AGENDA ITEM**



**Meeting Date: January 17, 2017**

**Action Requested: Surplus Equipment**

**Prepared By: Craig Gray, Public Works Director/City Engineer**

**Reviewed By: Nate Mathews, City Manager**

---

According to the Bemidji City Code Subdivision IV, Sec. 2-541, Disposal of Excess Property, the City Manager may, from time to time, recommend to the Council that certain personal property owned by the City is no longer needed for a municipal purpose and should be sold.

Staff recommends that the following be declared surplus:

1997 GMC 1500 pickup

**Recommendation:**

Staff recommends that the City Council declare the 1997 GMC 1500 pickup as surplus and authorize the City Manager to dispose of said property.

# RESOLUTION NO.

## APPOINTING ELECTION JUDGES FOR THE SPECIAL ELECTION(S) TO BE HELD ON MARCH 14, 2017 AND, IF NEEDED, ON MAY 2, 2017 (Ward 4 Council Seat)

**WHEREAS**, Minnesota Election Law 204B.21 requires that persons serving as election judges be appointed by the Council at least 25 days before the election.

**BE IT RESOLVED** by the Bemidji City Council that the individuals named below and on file in the office of the City Clerk be appointed as Election Judges for the Special Election for Ward 4 to be conducted on March 14, 2017 and, if needed, on May 2, 2017; and

Kay Murphy, Head Judge  
Jerome Buchanan  
Sally Murphy  
Christine Zukeran

**BE IT FURTHER RESOLVED** that the City Clerk is with this, authorized to make any substitutions or additions as deemed necessary.

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 17, 2017

ATTEST:

APPROVED:

\_\_\_\_\_  
Kay M. Murphy, City Clerk

\_\_\_\_\_  
Rita C. Albrecht, Mayor

# COUNCIL AGENDA ITEM



**Meeting Date:** January 17, 2017

**Action Requested:** Carnegie Library Task Force

**Prepared By:** Kay M. Murphy, City Clerk *Kay*

**Reviewed By:** Nate Mathews, City Manager *Nate*

---

At the December 5, 2016, meeting, the Council discussed the makeup of a Carnegie Library Task Force. Consensus of the Council was as follows:

- 2 Council – Erickson, Meehlhause
- 2 Friends of the Carnegie – Suzanne Liapis, Catherine Marchand
- 2 Staff – Mathews, Murphy
- 2 or 3 Community Members – see below

The Friends of the Carnegie Committee are recommending that the following community members be appointed:

Josh Peterson, Bemidji Jaycees 2017 President  
Linda Lemmer, representing Beltrami County Historical Society

We hope to have one more community person to represent downtown businesses and will bring that name for appointment at a later date.

**Recommendation:**

Appoint members as presented to serve on the Carnegie Library Task Force.





**When**

Friday, February 3<sup>rd</sup>, 2017, 8:00 a.m. - 6:00 p.m.

**Where**

University of Minnesota Continuing Education and Conference Center on the St. Paul Campus: 1890 Buford Avenue, Saint Paul, MN 55108

Follow updates on the EQB website [www.eqb.state.mn.us](http://www.eqb.state.mn.us) and on Twitter @MnEQB or #MnEnvCongress17.

**Why a Congress?**

The Environmental Congress is a unique opportunity to evaluate the state of our environment, revisit our environmental goals and expectations as Minnesotans, and set a course for the future. The event—the fifth in the state’s history—is a space for dialogue and collective problem-solving on Minnesota’s toughest environmental issues. Discussions will shine a spotlight on environmental trends and expected outcomes, and will highlight innovative work taking place across Minnesota on behalf of the environment. Participants will explore how we can work together in new and creative ways to take meaningful action. The audience for the event is the general public, environmental stakeholders, state agency representatives, and legislators. There will be approximately 385 people in attendance.

**Goals:** The goals of the Environmental Congress are to:

1. Raise awareness about the state of Minnesota’s environment
2. Engage the public on pressing policy issues
3. Advance mutual learning among agency staff, leadership, and stakeholders across the state
4. Create opportunities for dialogue and consensus building

**Themes:** The 2017 Congress will focus on themes of *mutual learning*, *civic engagement*, and *equity* as citizens and government work together to create a more sustainable future. The program will also highlight the state of Minnesota’s environment as presented in the forthcoming Energy and Environment Report Card.

**Audience:** We hope to attract a diverse group of attendees that represent many sectors, backgrounds, and geographic areas across the state.

**Outcomes:** Key issues, perspectives, questions, and recommendations that emerge during Congress discussions will be summarized in a report along with recommendations for action steps. The report will be discussed at a board meeting following the Congress. In addition, our goal is that all Congress attendees will, at a minimum:

- Learn one new thing about Minnesota’s environment, communities, institutions, policies, or projects.
- Make one new professional or social connection that is of value to them.
- Leave with one idea for an action they can take in their work, home, or community that furthers an environmental ethic.

We will measure performance on these goals through post-Congress evaluations.

**Program**

**8:00-9:00 am                    Registration**

**9:00-10:15 am                Congress Convened/Opening Keynote**

9:00-9:15 a.m. Welcome from David Frederickson, Commissioner, MN Dept of Ag & Chair, EQB

9:15-9:30 a.m. Governor’s Welcome

9:30-10:15 a.m. Keynote Speaker-Paul Douglas

**10:30-12:15 pm              Morning Breakout Sessions (5 concurrent sessions)**

1. Vision to Action to Results: Minnesota’s Energy Actions to affect Climate Change
  - *This session will provide an overview of achievements as a result of the 2007 Next Generation Energy Act and continued progress toward meeting the legislatively established goals.*
  - Session organizer: Bill Grant, COMM
2. Adaptation and Resiliency: How Do We Meet the Challenges of Minnesota’s Changing Climate?
  - *The goals of this session are to better understand how Minnesota’s climate is changing and receive feedback on priority actions for state government in adapting to climate change. We will discuss how communities are being impacted, and how they are already taking action to become more resilient. We will also explore how adaptation can have multiple environmental, social, and economic benefits.*
  - Session organizers: Kenny Blumenfeld, State Climatology Office and Paul Moss, MPCA
3. Pollinator Policy: Opening the Door to Wider Participation
  - *The goals of this session are to gather input on pollinator policy and how to reach new audiences. Group facilitators and community leaders will guide small group conversations.*

*We will also give an overview of EQB's first pollinator report and introduce members of the Governor's Committee on Pollinator Protection.*

- Session organizers: Claudia Hochstein, EQB and Crystal Boyd, DNR
4. The Year of Water Action: Building the Water Ethic in Minnesota
    - *Come to this session to learn how a water ethic is essential to achieve clean water goals in Minnesota; experience story listening and storytelling; learn about Minnesota projects that use conversation, storytelling and relationship-building as key strategies; and make new connections with others interested in water around the state.*
    - Session organizers: Britt Gangeness, MPCA and Jennifer Tonko, Minnesota Humanities Center
  5. Transportation Evolution: Powering, Funding and Redesigning our Transportation System for Better Outcomes
    - *This session will provide an overview of current trends in the transportation sector followed by three breakout discussions: 1) Power our Vehicles: a discussion of electrification and alternative fuels; 2) Future of Transit Funding and Governance: a discussion of the Citizens League's forthcoming recommendations; 3) Redesigning our streets and roads: a discussion of changing design standards and efforts to increase the number of people walking, biking and riding transit.*
    - Session organizers: Tim Sexton & Phillip Schaffner, MDOT

**12:15-1:30 pm                  Lunch**

**1:30-3:15 pm                  Afternoon Breakout Sessions (5 concurrent sessions)**

1. Adapting our Regulatory Tools to the Needs of Today
  - *Since the 1970s, environmental permitting and environmental review have been the cornerstone of environmental protection in Minnesota but much has changed since their inception. The regulated industries, the way that citizens engage with government, and even Minnesota's environment, are not the same as they were 40 years ago. Should Minnesota's environmental regulatory processes be modernized? And if so, how?*
  - Session organizers: Courtney Ahlers-Nelson & Mark Riegel, EQB
2. The 2017 Environment and Energy Report Card in Action: Turning the Curve on Our Environmental Priorities
  - *Explore the 2017 Environment and Energy Report Card and discuss how the metric frameworks can drive action. The session will include a behind-the-scenes look at how the E&E Report Card was developed and an overview of the underlying Results Based Accountability methodology. Session participants will then discuss how they can help "turn the curve" on our state environmental goals.*
  - Session organizers: Katie Pratt and Erik Dahl, EQB

3. Approaches to Civic Engagement: Tools and Best Practices
  - *This session will explore different perspectives of what engagement means & involves from a variety of sectors. Panelists will offer insight into the underlying assumptions about engagement, identify barriers related to those assumptions, and bring this into a more explicit conversation about effective engagement across sectors and cross-sector problem solving.*
  - Session organizers: Sarah Rudolf, MDOT and Nick Kor, MDHR
  
4. Aligning Strategies for Effective Community and Local Government Planning
  - *In this session, attendees will help identify gaps in existing tools and resources for supporting effective environmental community planning. From Greater Minnesota to the Metro, are we providing the right resources to help communities and local units of governments improve and protect the environment? How can we do a better job?*
  - Session organizers: Lisa Barajas, Met Council
  
5. Accessing the Levers: Influencing Environmental Governance in Minnesota
  - *A panel of state and local government officials will tackle how environmental governance works in Minnesota, and how citizens can be effective in influencing policy. In addition to roundtable discussions, the session will include some humorous insight from the improvisational group, the Theater of Public Policy.*
  - Session organizers: Karen Jensen, Met Council; Bob Patton, MDA; Doug Schultz, MDH

**3:30-5:00**                      **Featured Panel Discussion on Environmental Justice**

- *The objectives of this panel will be to discuss the progress and shortfalls to date in advancing environmental justice work in the State of Minnesota, and determine key actions that can and should be taken in the foreseeable future (2-4 years) to improve the State's commitment to environmental justice.*
- Panel organizer: Melissa Kuskie, MPCA

**5:00-6:00**                      **Reception**



## Environmental Congress Breakout Sessions: Planning Template

**Session Title:**

**Adaptation and Resiliency: How Do We Meet the Challenges of Minnesota's Changing Climate?**

**Morning Breakout Session: 10:30 am - 12:15 pm**

**Abstract:**

The goals of this session are to better understand how Minnesota's climate is changing and to receive feedback on priority actions for State government in adapting to climate change. We will discuss how communities are being impacted, and how they are already taking action to become more resilient. We will also explore how adaptation can have multiple environmental, social, and economic benefits.

**Room:**

TBA

**Thought leaders/presenters:**

- Kenny Blumenfeld, Senior Climatologist, State Climatology Office
- Mark Seeley, Extension Climatologist/Meteorologist, University of Minnesota
- Olivia LeDee, Deputy Director, Northeast Climate Science Center
- Rita Albrecht, Mayor, City of Bemidji
- Paul Moss, Interagency Climate Adaptation Team and MPCA Climate Adaptation Team Coordinator, MPCA

**Board Member Involvement:**

TBA

**Facilitators:**

We split into 7 small groups. The facilitators will be:

- 1) Kenny B
- 2) Mark Seeley
- 3) Olivia LeDee
- 4) Rita Albrecht
- 5) Paul Moss
- 6) ICAT team member TBA
- 7) ICAT team member TBA

**Other Volunteers:**

**Format (e.g. turn the curve exercise, facilitated small group discussion, etc):**

Panel discussion followed by small group discussion

**Session Agenda (breakdown of the 1 hr 45 min time):**

- 1) Welcome and introduction to the session (5 min)
- 2) Mark and Kenny will give background on climate science, historic trends, and future projections (25 min)
- 3) Olivia will discuss impacts to wildlife (15 min)
- 4) Rita will discuss how climate change is affecting her communities and adaptation efforts underway (15 min)
- 5) Transition into talking about adaptation: brief overview of the ICAT work and introduce the draft priority actions (5 min)

30 minutes for Breakout Groups

- 6) Break into seven teams and discuss draft ICAT priority recommendations. All small groups will receive the same list of 6 ICAT priority recommendations for actions that MN state government should take on climate adaptation. (5 minutes to move chairs)
  - Please have those sitting in your group rank the recommendations on the list in order of importance for actions by the state of Minnesota in addressing climate adaptation. (5 minutes)
  - For your group's top two priorities, consider for each recommendation the following questions: (10 minutes total – 5 minutes for each priority)
    - a) What actions that are already being carried out by the state will be most helpful in advancing the recommendation?
    - b) What additional key actions by the state are most needed in the future to move the recommendation forward?
  - Given that the goal is to capture just the top six recommendations for actions that MN state government should take on climate adaptation, do the recommendations on the list capture the key priority areas needed for MN state government actions on climate adaptation? If not, what is missing and/or what should be removed? (10 minutes)
- 7) Report back, close session (5 min)
- 8) Move chairs back into position (5 min)

**Outcomes and Deliverables:**

- Participants will leave with a better understanding of how Minnesota's climate is changing, how communities and ecosystems are being impacted, and state planning to address climate adaptation.
- Feedback on the ICAT priority recommendations will be incorporated into the 2017 ICAT report.

**Priority Guest List:**

**Special equipment or set up needs (keep mind we have limitations on seating formations--plan accordingly):**

Room will be set up with a head table for 5 and table mics. There is a laptop in the room that is connected to a projector and to the sound system.

DRAFT

**Saint Paul Mayor Chris Coleman**  
Invites you to join him for the  
2017 Minnesota Mayor's Reception at the Saint Paul Winter Carnival



The Mayors of Minnesota will gather once again in Saint Paul to celebrate winter in our capital city.

We will start this year by marching in the Winter Carnival Vulcan Victory Parade and then warm up at the historic Saint Paul City Hall.

**Schedule:**

4:45 - Meet at Golden's of Lowertown, 275 East 4th Street for Parade Line up (across from the Farmer's Market at the Corner of 4th Street East and Wall Street).

5:30 - March to Rice Park in the Saint Paul Winter Carnival Torchlight Parade.

6:15 - Party with the Mayors at the Saint Paul City Hall (15 West Kellogg Boulevard).

8:30 - Reception ends. Following the reception, attendees are welcome to attend Red Bull Crashed Ice 2017 at the Cathedral of Saint Paul - a short walk from downtown. More information available at: <http://www.redbull.com/us/en/events/1331829945135/crashed-ice-2017-saint-paul>.

**Please RSVP by Friday, January 27 and let us know how many will be attending. Call 651-266-8514 or email to [Dionne.Griffin@ci.stpaul.mn.us](mailto:Dionne.Griffin@ci.stpaul.mn.us). Watch your email for an update as we get closer to the Reception!**





City Manager's Office

# MEMORANDUM

**TO:** Honorable Mayor Albrecht and City Council  
**FROM:** Nate Mathews, City Manager  
**DATE:** January 17, 2017  
**RE:** Lake Bemidji AIS inspection funding request

---

Currently there are no Aquatic Invasive Species (AIS) in Lake Bemidji. The Friends of Lake Bemidji, in partnership with the County, the DNR, the City, and Northern Township, are working as hard as they can to keep it that way.

Last year the Friends of Lake Bemidji submitted to the Council a \$2,000 funding request for 2016 AIS inspections at the Bemidji boat landings. The City Council approved this request with funds from the City's Storm water utility. The City funds we provided last year generated momentum for the Friends of Lake Bemidji to receive funds from Northern Township and elsewhere that allowed days of inspection to increase from 3 days/week to 4.5 days/week.

Attached is a memo from the Friends of Lake Bemidji requesting renewal of AIS funding. In addition to this renewal request, the Friends are asking for an additional \$2,000 increase in 2017 to further grow the inspection program. The goal is to raise a total of \$9,000 to provide a total of 6 days of inspections/week.

## Recommendation

I recommend that the City renew \$2,000 in funding for the AIS program with funds to be utilized from the Stormwater fund, and determine if you would like to increase the City's contribution to the AIS program in 2017.

Nate Mathews  
City Manager

January 11, 2017

Mayor Rita Albrecht and City Councilors

Nate Mathews, City Manager

City of Bemidji

Bemidji, Minnesota

Dear Mayor Albrecht, City Councilors and Nate Mathews, City Manager

We are following up today to request your continued support for a yearly contribution in the amount of \$2000 dollars, and hopefully an increase for a total of \$4000, for Aquatic Invasive Species inspections on Lake Bemidji for 2017.

For the boating season 2015, we averaged 3 days of inspections per week at the 3 large accesses, Northwoods, Cameron and South Shore. As a result of additional funds raised last year, including \$2000 from you, \$2000 from Northern Township, a DNR grant in the amount of \$2840 and \$2840 from the members of Friends Lake Bemidji, we were able to increase days of inspections per week at these 3 accesses from 3 days per week to 4.5 days per week for 2016.

The most effective means to prevent AIS from introduction into our lakes is the use of inspectors at the access. Our goal for the 2017 boating season is to raise enough funds for 6 days per week at each access and in order to do that we will need to raise an additional \$9000 over and above the funds raised last year. We have a plan to hopefully accomplish that. Thus far, there are no known invasives in Lake Bemidji.

We wish to extend our sincere thanks for the contribution you gave us this past year, and we are hopeful that you will agree to renew your approval of the \$2000 contribution and consider increasing that amount to \$4000 for the 2017 boating season. Thank you.

Sincerely,

Friends of Lake Bemidji

Judy David, President

Bess Kuryla, Secretary Treasurer

Syd Corrigan, Board Member