

# 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