

BEMIDJI CITY COUNCIL AGENDA

Monday, January 4, 2016

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



- ROLL CALL
- PLEDGE OF ALLEGIANCE TO THE FLAG
- AMENDMENTS TO AGENDA



I. MINUTES

- 1) Regular Council: December 21, 2015

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) Claims Submitted by Finance Officer in the amount of \$1,037,535.41
- 3) Claims Submitted by VenuWorks for the Sanford Center in the amount of \$(provided Monday evening)
- 4) General Business Licenses Renewals for 2016
- 5) Designate Mayor Pro-tem – Johnson
- 6) Councilmember Commission Appointments for 2016
- 7) Designate Official Newspaper of Publication for 2016
- 8) Resolution Designating Depositories for City Funds in 2016
- 9) Resolution in Supporting an Increase to Local Government Aid in the 2016 Legislative Session
- 10) Purchase of a 2016 Elgin Pelican Street Sweeper from MacQueen Equipment in the amount of \$168,676 – Street Department
- 11) Purchase of Tow/Command Vehicle from Dondelingers in the amount of \$36,748.44 – Fire Department
- 12) Travel Authorization – Climate Adaptation Conference – January 28 – Mayor Albrecht

III. 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.**

IV. REPORT(S)

- Bemidji Youth Advisory Commission

V. NEW BUSINESS

- 13) Approve Construction Design and Authorize Staff to Seek Bids for Fire Station No. 2

VI. ORDINANCE(S)

- 14) First Reading of an Ordinance Amending an Uncoded Section of the Bemidji City Code
(Authorizing the Sale of Real Property to Corey Klinefelter)

VII. UPCOMING MEETINGS

- Monday, January 11 5:30 p.m. Work Session – Rako Street Property
- Tuesday, January 19 6:00 p.m. Council Meeting
- State of the City Address

VIII. MAYOR AND COUNCIL REPORTS

- Please limit your committee reports to 4 minutes

IX. ADJOURN

**RECONVENE AS
BEMIDJI ECONOMIC DEVELOPMENT AUTHORITY (BEDA)
FOR THE ANNUAL MEETING**

CITY COUNCIL PROCEEDINGS
BEMIDJI, MINNESOTA
Regular Meeting – December 21, 2015

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, December 21, 2015 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, Johnson, Hellquist, Olson, Erickson, Larson Absent: Meehlhause

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 Hellquist, to approve the agenda as prepared. Motion carried by unanimous vote.**

MINUTES

The following minutes were presented for approval:

Council Meeting	December 7, 2015
Work Session	December 14, 2015

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

CONSENT AGENDA

The following Consent Agenda items were presented for approval. Mayor Albrecht and Councilor Olson requested travel authorization to attend the Leadership Conference in January 22-23. **Motion by Hellquist, seconded by Olson, to approve the Consent Agenda items as follows:**

1. Claims Submitted by Finance Officer in the amount of \$558,631.47
2. Claims Submitted by VenuWorks for the Sanford Center in the amount of \$107,304.82
3. Business Licenses Renewals for 2016
4. Second Reading of Off/On Sale Beer License Renewals for 2016
5. Liquor and Sunday Liquor License Renewals for 2016
6. Declared Chairs as Surplus – City Hall
7. Reallocation of 2015 CIP Dollars and Purchase of a Shelter for Cameron Park from Heim Handcrafted Log Homes for \$20,000
8. **RESOLUTION NO. 5983a:** Accepting Donations – Parks Departments
9. Ratify/Approve City's Participation in Project Lenders' Cash Management Agreement in Relation to City's Revolving Loan Fund Loan to Wayzata-Bemidji Hospitality Associates, LLC
10. Travel Authorization – 2016 Leadership Conference - Brooklyn Center, Jan 22-23 – Johnson, Albrecht, Olson

Motion carried by unanimous vote.

CITIZENS NOT ON AGENDA

No one appeared.

PUBLIC HEARINGS

Capital Improvement Plan

Pursuant to published notice, a public hearing was held regarding input on the 2016 to 2020 Capital Improvement Plan. Mayor Albrecht opened the Public Hearing at 6:05 p.m. and hearing no comments, closed the hearing at 6:06 p.m.

RESOLUTION NO. 5984: Adopting the 2016-2020 Capital Improvement Plan was offered by Councilmember Johnson, who moved its adoption, and upon due second by Councilmember Olson was passed by unanimous vote.

2016 Street Renewal Project

City Engineer Gray stated that on December 16, 2015 there was a neighborhood meeting for affected residents and attended by approximately 10 residents. He stated that based upon phone calls, the biggest issue, other than assessments, will be the proposed sidewalk on the north side of 26th Street.

Pursuant to published notice, a public hearing was held regarding input on the 2016 Street Renewal Project #16-01. Mayor Albrecht opened the Public Hearing at 6:11 p.m.

The following individuals addressed the Council:

- Pete Hoffman, 2603 Birchmont Drive NE, presented a petition, signed by eight property owners, in opposition of the proposed sidewalk along 26th Street. Mr. Hoffman stated that he is concerned that the sidewalk will put his three white pines at risk.
- Kurt Wayne, 3712 Minnesota Avenue, stated that it is important to build sidewalks that can improve pedestrian transportation. It meets one of the City's identified goal of providing safety and increase physical activity.
- Tim Duffy, 315 26th Street, spoke in favor the sidewalk and believed it will increase safety on this busy street.
- Melinda Neville, 111 Rice Street, spoke in favor of the sidewalk as it is on a direct route to BSU and Cameron Park. Ms. Neville read a message from Natalie Grille who was unable to attend but was also in support of the sidewalk.

Councilor Johnson inquired about the amount of digging for the sidewalk. Gray responded that there is some but it is uncertain what the impact would be on the trees. Gray further stated that he could look at moving the street one-foot south thereby moving the sidewalk further from the white pines.

Mary Lou Marchand, 26th & Birchmont, stated she has concerns about losing a foot in front of her home, as her driveway is only 12 feet long.

Mayor Albrecht closed the Public Hearing at 6:25 p.m.

RESOLUTION NO. 5985: Ordering the 2016 Street Renewal Project and Authorizing Preparation of Plans and Specifications was offered by Councilmember Hellquist,

who moved its adoption, and upon due second by Councilmember Olson was passed by unanimous vote.

NEW BUSINESS

2015 Tax Levy Collectible in 2016

RESOLUTION NO. 5986: Approving Final 2015 Tax Levy Collectible in 2016 in the amount of \$4,826,915 was offered by Councilmember Erickson, who moved its adoption, and upon due second by Councilmember Johnson was passed by unanimous vote.

Final 2016 Budget

RESOLUTION NO. 5987: Approving Final 2016 Budget was offered by Councilmember Hellquist, who moved its adoption, and upon due second by Councilmember Erickson was passed by unanimous vote.

VenuWorks Business Plan and 2016 Annual Budget

Curtis Webb, Executive Director, reported that the deficit through the end of November is approximately \$276,000, which is lower than last year. He stated that VenuWorks budgeted \$349,288 for 2015. The City budgets \$400,000 for operational deficits. He reviewed the following goals for 2016:

- Actively pursue economic driving events by meeting fact to face with event planners.
- Increase awareness of events at the Sanford Center utilizing several marketing mediums.
- Engage BSU's Marketing Assistance and Research Solutions (MARS) to conduct a visitors/hotel study for users of the Sanford Center.
- Engage community partners with monthly meetings to discuss conference options and future bookings.
- Explore several structural changes that can help provide flexibility to sell more without affecting the concourse flow.
- Continue to promote the True North campaign and keep it front and center.
- Assist BSU athletics, wherever possible, to add to their success.

Motion by Erickson, seconded by Thompson, approving the 2016 Sanford Center Business Plan and Budget. Motion carried unanimously.

Union Contracts for 2016

City Manager Mathews stated that all union contracts have been successfully negotiated and approved by union stewards and business agents within the parameters set by the City Council including:

- Cost of living increases of 2% in 2016, 2.25% in 2017 and 2.5% in 2018. Certain positions received a pay grade increase, resulting in additional pay increases based on the results of the Springsted study.
- \$90 per month increase towards City cafeteria benefit contribution for employees to purchase health and all other benefits for 2016, 2017 and 2018 bringing the City contribution in line with Beltrami County, which has a similar cafeteria plan design.
- Minor language changes for items such as clothing/boot allowance, shift differential, field training officers, and jury duty pay but none with significant financial impact to the City budget.

RESOLUTION NO. 5988: Approving the Agreement between the City and the Firefighter Union (2016-2018) was offered by Councilmember Olson, who moved its adoption, and upon due second by Councilmember Johnson was passed by unanimous vote.

RESOLUTION NO. 5989: Approving the Agreement between the City and Law Enforcement Labor Services Representing Police Patrol – Local 126 (2016-2018) was offered by Councilmember Erickson, who moved its adoption, and upon due second by Councilmember Olson was passed by unanimous vote.

RESOLUTION NO. 5990: Approving the Agreement between the City and Law Enforcement Labor Services Representing Sergeants Local No. 227 Employee Bargaining Unit (2016-2018) was offered by Councilmember Johnson, who moved its adoption, and upon due second by Councilmember Erickson was passed by unanimous vote.

RESOLUTION NO. 5991: Approving the Agreement between the City and UFCW Local #1116 Representing the Liquor Store Employee Bargaining Unit (2016-2018) was offered by Councilmember Erickson, who moved its adoption, and upon due second by Councilmember Johnson was passed by unanimous vote.

RESOLUTION NO. 5992: Approving the Agreement between the City and IUOE, Local 49 Representing the Public Works, Parks, Streets, and Utility Employee Bargaining Unit (2016-2018) was offered by Councilmember Olson, who moved its adoption, and upon due second by Councilmember Erickson was passed by unanimous vote.

Motion by Olson, seconded by Hellquist, approving the Operating Engineers Local #49 Health and Welfare Fund Bargaining Premium Account Participation Agreement. Motion carried unanimously.

RESOLUTION NO. 5993: Establishing Non-Union Salaries and City Pay Scale for 2016 was offered by Councilmember Erickson, who moved its adoption, and upon due second by Councilmember Johnson was passed by unanimous vote.

ORDINANCE

ORDINANCE NO. 120, 3RD SERIES, AN ORDINANCE Amending Chapter 24, Article III, Division I, Section 24.52 entitled “Use of Skateboards, Roller Skates and Roller Blades” of the Bemidji City Code was given a final reading and passed by unanimous vote.

Motion by Hellquist, seconded by Larson, approving publication of a summary of Ordinance No. 120, 3rd Series. Motion carried unanimously.

UPCOMING COUNCIL MEETINGS

- Monday, January 4 6:00 p.m. Regular Council Meeting
- Monday, January 4 6:00 p.m. Annual BEDA Meeting
- Monday, January 11 5:30 p.m. Work Session – Rako Property offer (Closed)

COUNCIL/STAFF REPORT

- Council members provided updates on current events and meetings.

ADJOURN

There being no further business, motion by Hellquist, seconded by Olson, to adjourn the meeting. Motion carried. Meeting adjourned at 7:35 p.m.

Respectfully submitted,

Kay M. Murphy
City Clerk

Bill List Summary

January 4th, 2016

<u>Check /Wire</u>	<u>Vendor</u>	<u>Amount</u>
18395 - 18472	See Attached List	<u>1,037,535.41</u> \$ 1,037,535.41
	TOTAL	\$ 1,037,535.41

Accounts Payable

Blanket Voucher Approval Document

User: denisea
Printed: 12/30/2015 - 12:16PM
Warrant Request Date: 01/05/2016
DAC Fund:



COUNCIL BILL LIST

Line	Claimant	Voucher No.	Amount
1	Accela, Inc. #774375	000000000	22,837.36
2	Ace On The Lake	000018395	940.81
3	Acme Tools-Bemidji	000018396	363.00
4	Alliance Benefit Group	000018397	102.00
5	Ameripride	000000000	531.90
6	Artisan Beer Company	000018398	629.00
7	Auto Value Bemidji	000018399	83.96
8	Baker & Taylor	000000000	743.84
9	Battery Wholesale Inc-Bemidji	000018400	32.08
10	Bellboy Corporation	000000000	704.58
11	Beltrami County Auditor/Treasurer	000018401	480.00
12	Beltrami County Court Admin.	000018402	322.00
13	Bemidji Coca-Cola Bottling Co, Inc	000018403	500.35
14	Bemidji Eagles #351	000018404	1,446.00
15	Bemidji Oil & Propane Inc	000000000	1,644.00
16	Bemidji Paper Sales, Inc.	000000000	2,117.60
17	Bernick's	000000000	20,843.79
18	Bob Lowth Ford, Inc.	000018405	242.20
19	Bobcat of Bemidji	000000000	5,093.04
20	Bonded Lock & Key of Bemidji	000018406	10.95
21	Buckys Bar	000018407	720.00
22	Carquest Auto Parts-Bemidji	000018408	255.92
23	Cenex Fleetcard	000018409	11,693.01
24	CGMC Treasurer	000018410	26,315.00
25	City of Bemidji	000000000	7,049.00
26	City of Minneapolis	000018411	1,039.50
27	CPS Distributors Inc.	000018412	72.00
28	Culligan	000000000	97.65
29	D & D Beverage, LLC	000000000	1,499.60
30	D-S Beverages	000018413	32,374.58
31	Earl F. Andersen, Inc.	000018414	2,386.10
32	Electric Pump, Inc	000000000	2,996.35
33	Electric Scientific Co Inc	000018415	355.00
34	Fenner, Kevin	000000000	59.80
35	Ferguson Enterprises #3093	000018416	1,231.91
36	FleetPride, Inc.	000018417	250.04
37	Flint Trading, Inc.	000018418	4,951.91
38	Forestedge Winery	000018419	117.00
39	Forks Freightliner	000018420	184.43
40	Glass Doctor	000018421	59.95
41	Grand Forks Fire Equipment LLC	000000000	479.94
42	Guardian Pest Control, Inc	000018422	99.25
43	Hach Company	000018423	171.24
44	Hadrava, Larry	000000000	135.00
45	Harder, Bill	000000000	114.99

Page Total: \$154,377.63

Line	Claimant	Voucher No.	Amount
46	Hawkins, Inc.	000000000	11,658.77
47	HD Waterworks Supply	000018424	178.00
48	Headwaters Regional Development Commission	000018425	900.00
49	Headwaters Veterinary Center, Inc.	000018426	75.00
50	Hoefer, David	000000000	28.00
51	HotsyMinnesota.Com	000018427	226.88
52	Ink Spot Press	000018428	77.75
53	Int'l Chemtex Corp	000018429	741.69
54	Jim Hirt Trucking, Inc	000018430	1,514.92
55	Johnson Bros., Inc.	000018431	31,348.28
56	Kilde's Auto Center	000018432	147.01
57	Kimley-Horn & Associates, Inc.	000018433	1,604.30
58	Lancaster, April	000000000	28.75
59	Landmark Environmental, LLC	000018434	8,463.50
60	League of MN Cities	000018435	765.00
61	Locators & Supplies, Inc.	000000000	178.44
62	Macqueen Equipment, Inc.	000000000	484.64
63	Maid In Bemidji, Inc.	000000000	339.00
64	Marco, Inc.	000000000	492.23
65	McKinnon Co., Inc.	000018436	13,529.28
66	Menards-Bemidji	000000000	159.81
67	Mid-American Research Chemical	000018437	593.16
68	MN Counties Intergovernmental Trust	000018438	3,421.00
69	MN Crime Prevention Assn	000018439	45.00
70	MN Dept of Transportation	000018440	226.63
71	MN Energy Resources	000000000	9,958.17
72	MN Ice Arena Manager's Assn.	000018441	150.00
73	Naylor Heating & Refrigeration, LLC	000000000	12,315.00
74	Nei Bottling, Inc.	000018442	191.93
75	Neofunds By Neopost	000018443	18.25
76	North Country Business Product	000000000	2,019.15
77	Northwoods Ice, Inc.	000018444	115.05
78	Olson, Cory	000000000	135.00
79	Otter Tail Power Company	000018445	52,168.61
80	Paul Bunyan Communications	000018446	1,514.16
81	Paustis & Sons	000018447	1,894.00
82	Pete's Place South	000018448	210.00
83	Phillips Wine & Spirits	000018449	17,474.43
84	Portable Welding	000018450	225.00
85	Postmaster	000018451	441.80
86	PowerPlan OIB	000018452	3,430.80
87	Pro-build	000018453	17.19
88	PROPERTY PROFESSIONALS	000018454	15.61
89	Reierson Construction, Inc.	000018455	9,662.50
90	RMB Environmental Laboratories, Inc.	000018456	275.00
91	Robertson, Jesse	000000000	41.00
92	Roger's Two Way Radio, Inc.	000018457	233.00
93	Sadeks Repair & Welding, Inc.	000018458	617.13
94	Safety Kleen Systems, Inc.	000018459	1,227.69
95	SEDLER, RYAN	000018460	2.66
96	Sherwood, Justin	000000000	327.45
97	Solheim, Michael	000000000	34.00
98	Southern Wine & Spirits of Minnesota	000018461	5,184.29
99	Southside Tow & Rec, Inc	000018462	335.05
100	Staples Advantage	000018463	305.04
101	Streicher's	000018464	503.99
102	Team Laboratory Chemical Corp.	000018465	1,775.00

Page Total: \$200,044.99

Line	Claimant	Voucher No.	Amount
103	Tires Plus of Bemidji	000018466	52.83
104	Verizon Wireless	000018467	140.04
105	Vesco, Inc.	000018468	5,368.00
106	Viking Industrial Center	000018469	50.00
107	Wells Fargo	000000000	652,025.00
108	Widseth, Smith & Nolting	000018470	5,130.00
109	Wine Merchants	000018471	876.00
110	Wirtz Beverage Minnesota Wine & Spirits, Inc	000018472	12,326.42
111	WSB & Associates, Inc.	000000000	6,407.75
112	Ziegler, Inc.	000000000	736.75
Page Total:			\$683,112.79
Grand Total:			\$1,037,535.41

**BILLS FOR THE SANFORD CENTER
WILL BE DISTRIBUTED
AT THE MEETING.**

GENERAL BUSINESS LICENSES - 2016

Type of License	Business Name	Business Location	Fee Paid
Hotel/Motel	BEST WESTERN-BEMIDJI	2420 PAUL BUNYAN DR NW	\$65.00
Massage Establishment	DANIELLE BECKSTROM MASSAGE THER	WITHIN BEMIDJI CITY LIMITS	\$120.00
	HEALING HANDS MASSAGE THERAPEUT	1317 BEMIDJI AVENUE N	\$120.00
	TANYA HANSON MASSAGE	802 PAUL BUNYAN DR S, SUITE B	\$120.00
Massage Therapist	BETH ANN JENKINS	WITHIN BEMIDJI CITY LIMITS Bemidji Health & Wellness	\$120.00
	DANIELLE BEAUDRY-BECKSTROM	1510 BEMIDJI AVE N, SUITE 11	\$120.00
	KIM LOUISE LINDELL	118 PAUL BUNYAN DR S	\$120.00
	SARAH JANE ARTHUR	1317 BEMIDJI AVENUE N	\$120.00
	TANYA DIANA HANSON	WITHIN BEMIDJI CITY LIMITS	\$120.00
Pawnbroker	MOTOR CITY PAWN LLC	1685 PAUL BUNYAN DR NW	\$185.00
Photographer	PHOTO ELEVATIONS, LLC	WITHIN BEMIDJI CITY LIMITS	\$40.00
Plumber	A+ PLUMBING BEMIDJI LLC	WITHIN BEMIDJI CITY LIMITS 058541PM	\$95.00

Type of License	Business Name	Business Location	Fee Paid
	WES' PLUMBING & HEATING	WITHIN BEMIDJI CITY LIMITS 002830PM	\$95.00
Restaurant/Food Service	LITTLE CAESARS PIZZA	1506 PAUL BUNYAN DR NW	\$35.00
Secondhand Goods Dealer	BACK N TIME ANTIQUES	1105 W. 15TH STREET	\$95.00
	MATTIE'S MENAGERIE	814 BELTRAMI AVENUE NW	\$95.00
Used Car Lots	MOTOR CITY PAWN LLC	1685 PAUL BUNYAN DR NW	\$65.00

COUNCIL AGENDA ITEM



Meeting Date: January 4, 2016

Action Requested: Designation of Mayor Pro-tem

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

Reviewed By: Nate Mathews, City Manager

At the annual meeting of the City Council, the Mayor designates a Councilor to act as Mayor when she is absent. Mayor Albrecht recommends that Councilor Ron Johnson act as Mayor Pro-tem.

Recommendation:

Designate Councilor Ron Johnson as Mayor Pro-tem for 2016.

COUNCIL AGENDA ITEM



Meeting Date: January 4, 2016

Action Requested: 2016 Council Appointments

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

Reviewed By: Nate Mathews, City Manager

Council members have reviewed their appointments with the Mayor and attached is the recommendations for the 2016 Council appointments.

RECOMMENDATION

Approve Council appointments for 2016.

2016 Council Assignments

<u>Council</u>	<u>Commission</u>	<u>Misc. Comments</u>	
Albrecht	Bemidji Regional Airport Authority	Alternate	
	Coalition of Greater Mn Cities		
	Greater Bemidji (JEDC)		
	Greater Bemidji Joint Planning Board		
	Proposal Review Committee		
	Revolving Loan Fund Task Force		
	Sanford Center Advisory Board		
	Erickson		Beltrami County Historical Society
			DWI Court
			Greater Bemidji Joint Planning Board
Library Board/KRL Board			
Proposal Review Committee			
Public Works Committee			
Rail Corridor Community Task Force			
Revolving Loan Fund Task Force			
South Shore Design Review			
Hellquist		Bemidji Regional Airport Authority	
	Fire Relief Association		
	Housing & Redevelopment Authority		
	Proposal Review Committee	Alternate	
	Public Works Committee		
	Transit - Joint Powers Board		
Johnson	Bemidji Regional Airport Authority		
	Coalition of Greater Mn Cities		
	Greater Bemidji Joint Planning Board		
	Headwaters Regional Devel. Commission		
	Mayor Pro-tem		
	Public Affairs Committee		
	Sanford Center Advisory Board		
Larson	Bemidji Downtown Alliance		
	Greater Bemidji Joint Planning Board	Alternate	
	Heritage Preservation Commission		
	Housing Appeals Board		
	Public Works Committee		
	Rail Corridor Community Task Force		
	South Shore Design Review		
Transit - Joint Powers Board			

Council

Commission

Misc. Comments

Meehlhause

Library Board/KRL Board
Public Affairs Committee
Public Arts Commission
Student Senate Committee
Sustainability Committee
Youth Advisory Commission
Greater Bemidji Joint Planning Board
Jaycees Water Carnival Planning
Parks & Trails Commission
Public Affairs Committee
VisitBemidji Advisory Board

Alternate

Olson

COUNCIL AGENDA ITEM



Meeting Date: January 4, 2015

Action Requested: Official Newspaper of Publication

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

Reviewed By: Nate Mathews, City Manager

The City Charter provides that the Council shall annually, at its first meeting of the year, designate a legal newspaper of general circulation in the City as its official newspaper. Law establishes the qualifications for an official newspaper, and only a newspaper that qualifies may be selected.

The Bemidji Pioneer is the preferred local newspaper that meets these qualifications. Therefore, I recommend designation of the Pioneer as the City's official newspaper of publication for the year 2016.

Recommendation:

Designate the Pioneer as the City's official newspaper of publication for the year 2016.

RESOLUTION NO.

A RESOLUTION DESIGNATING DEPOSITORIES FOR CITY FUNDS IN 2016

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the City Council of the City of Bemidji, Minnesota that the following institutions are designated as depositories of City funds in 2016:

Wells Fargo Bank
2024 Paul Bunyan Drive NW, Bemidji

First National Bank
1600 Paul Bunyan Drive NW, Bemidji

Security Bank, USA
1025 Paul Bunyan Drive NW, Bemidji

Riverwood Bank
214 5th Street, Bemidji

Deerwood Bank
1350 Paul Bunyan Drive NW, Bemidji

Citizens State Bank Midwest
1060 Paul Bunyan Drive NW, Bemidji

Wells Fargo Advisors
80 South 8th Street, #3400
Minneapolis, MN 55402

Bank Forward
716 Paul Bunyan Drive NW, Bemidji

PMA – 4M Fund
6551 Jansen Avenue
Albertville, MN 55301

BE IT FURTHER RESOLVED, that changes to these depositories or closing of accounts may be authorized during the course of the year by appropriate written action of the City Manager.

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 4, 2016

ATTEST:

APPROVED:

CITY OF BEMIDJI

RESOLUTION NO. _____

RESOLUTION SUPPORTING AN INCREASE TO LOCAL GOVERNMENT AID IN THE 2016 LEGISLATIVE SESSION

WHEREAS, Local Government Aid (LGA) is a critical need for our City; and

WHEREAS, LGA provides funding to restrain property taxes on homeowners and businesses; and

WHEREAS, tax exempt property in Bemidji comprises 50% of all property value within the City; and

WHEREAS, LGA provides for basic services such as public safety, infrastructure and fire protection; and

WHEREAS, the legislature and state agencies have imposed unfunded mandates upon local cities, including increased pension requirements, expensive wastewater infrastructure costs, among other mandates; and

WHEREAS, an LGA increase would directly assist the City of Bemidji to offset its tax levy, increase public infrastructure improvements, and maintain reliable public safety and public service delivery in a growing Regional Center that has a significant tax exempt property base; and

WHEREAS, no Omnibus Tax Bill was passed by the 2015 legislature, thus freezing the LGA appropriation; and

WHEREAS, LGA expected and budgeted for 2016 is similar to the amount received in 2004.

NOW, THEREFORE, BE IT RESOLVED that the City of Bemidji supports an increase in the base appropriation for Local Government Aid of \$45.5 million effective for aid payable in 2017 and urges adoption of this proposal by the House and Senate.

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the following: the legislators representing the City of Bemidji, Speaker of the House Rep. Kurt Daudt, Senate Majority Leader Sen. Tom Bakk, House Tax Chair Rep. Greg Davids, Senate Tax Chair Sen. Rod Skoe, and Governor Mark Dayton.

The foregoing resolution was offered by Councilmember _____, and upon due second by Councilmember _____, was passed by the following vote:

Ayes:

Nays:

Absent:

Passed:

ATTEST:

APPROVED:

Kay Murphy, City Clerk

Rita C. Albrecht, Mayor

COUNCIL AGENDA ITEM



Meeting Date: January 4, 2016

Action Requested: Approve Purchase of the 2016 Elgin Street Sweeper

Prepared By: David Hansen, Street Superintendent

Reviewed By: Craig Gray, City Engineer *CG*

Background

The 2016 Capital Improvement Plan includes \$200,000.00 for the purchase of a new street sweeper. With the purchase of a new sweeper the city will be better suited and able to meet the MPCA (MS-4 permit) requirements for Municipal Street cleaning. The new sweeper would replace a 2007 Elgin Crosswind sweeper of which a \$50,000.00 trade in value has been offered.

The following price was received and is from the State of Minnesota contract pricing.

- Mac Queen Equipment Inc. Elgin Pelican Sweeper:

Quote: \$218,676.00 Less Trade in \$50,000.00 \$168,676.00

Finance

The street sweeper will be purchased with storm water utility funds.

Recommendation

Accept the low quote for a 2016 Elgin Pelican sweeper from Mac Queen Equipment Inc. for a total price (including tax and license) of \$168,676.00



COUNCIL AGENDA ITEM



Meeting Date: January 4, 2016

Action Requested: Approve purchase of Tow/Command vehicle in 2016 for fire department.

Prepared By: Chad Hokuf, Fire Captain

David Hoefler, Fire Chief

Reviewed By: Nate Mathews, City Manager

CHE
DHH

Background:

Bemidji Fire Department's capital replacement plan, a joint plan between the City of Bemidji and Bemidji Rural Fire Association, includes a Tow/Command vehicle purchase in 2016 for a total of \$65,000. This purchase will replace a 2004 Chevrolet Tahoe. The department has a need to replace the 2004 Tahoe and have delivery of the new Chevrolet Tahoe vehicle in the first quarter of 2016.

The department determined minimum requirements for the vehicle and recently sought two competitive quotes. One quote from the Minnesota Cooperative Purchasing Venture (state bid), and the other from a local Chevrolet dealer, Dondelinger GM.

The department received both proposals/quotes from the two vendors by the deadline date. After reviewing the quotes we recommend awarding the purchase to Dondelingers GM in Bemidji for the amount of \$36,748.44. The purchase will also require registration tax, plate fee, public safety vehicle fee, title/transfer fee, and state/deputy filing fee for a total of \$40.75. The fire department will also purchase the equipment needed to fully outfit the vehicle with the remaining \$28,210.81. This recommendation is based upon equipment being proposed, value of the equipment being proposed, compatibility with current equipment and experience.

Recommendation:

Accept the lowest quote, that meets all of the fire department requirements and approve the purchase of a 2016 Chevrolet Tahoe from Dondelingers GM of Bemidji, MN for the price of \$36,748.44 and the remainder (\$28,210.81) to be used to fully complete the vehicle build.

COUNCIL AGENDA ITEM



Meeting Date: January 4, 2016

Action Requested: Approve design and authorize staff to seek bids for the construction of a new fire station at 312 Lake Ave SE.

Prepared By: David Hoefer, Fire Chief *DAH*

Reviewed By: Nate Mathews, City Manager *Nate*

Background:

The Fire Department's Capital Improvement Plan includes the construction of a satellite fire station in the southeastern portion of the city in 2016. The city purchased a vacant lot located at 312 Lake Ave SE for the fire station location in 2013. A Conditional Use Permit (C-13-80.06458.00) has been granted by the Greater Bemidji Area Joint Planning Board for the project.

The Fire Department has finalized the site plan and design of the project (see attachments), along with development of construction and bid documents. A complete site of plans and construction manual are available for review in the City Clerk's Office. All appropriate plan reviews and approvals will be completed prior to bid solicitation.

The Fire Department would like to solicit construction bids for the project in January 2016 with construction commencing spring 2016 with completion in the fall of 2016.

Financing:

The 2016 budget includes \$1,141,000 for this project.

Recommendation:

Authorize the City staff to seek bids for the general contracting services for the construction and site development of the "Bemidji Fire Station 2" project with the following add alternates:

- Flag Pole and Base
- Vehicle Exhaust System
- Lawn Irrigation System and Landscaping
- Cold Storage Building

All properly received bids by the deadline date of February 11, 2016 will be evaluated with a recommendation on selection presented to council on February 16, 2016.



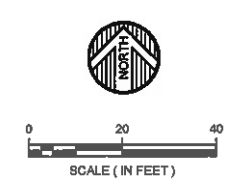
DATE: 03/11/17
BY: [Signature]
CHECKED BY: [Signature]
DATE: 03/11/17

DATE: 03/11/17
AS SHOWN
DATE: 03/11/17
JOB NUMBER: 0880J0167-002

DATE: 03/11/17
SCALE: AS SHOWN
DRAWN BY: T.J.S.
CHECKED BY: D.S.K.
JOB NUMBER: 0880J0167-002

BEMIDJI FIRE STATION 2
BEMIDJI FIRE DEPARTMENT
BEMIDJI, MINNESOTA
SITE PLAN

SHEET NO. **C3.0**

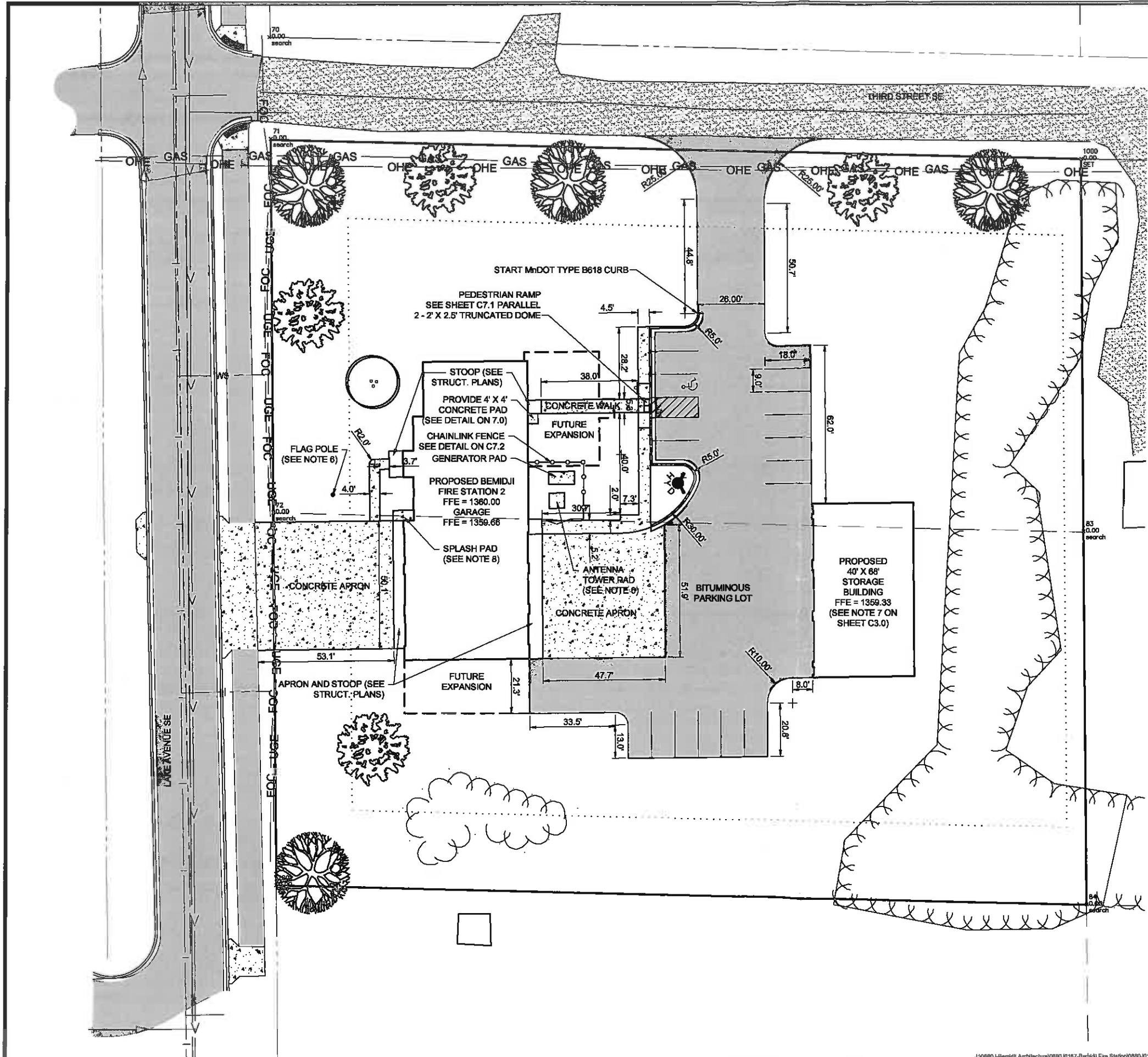


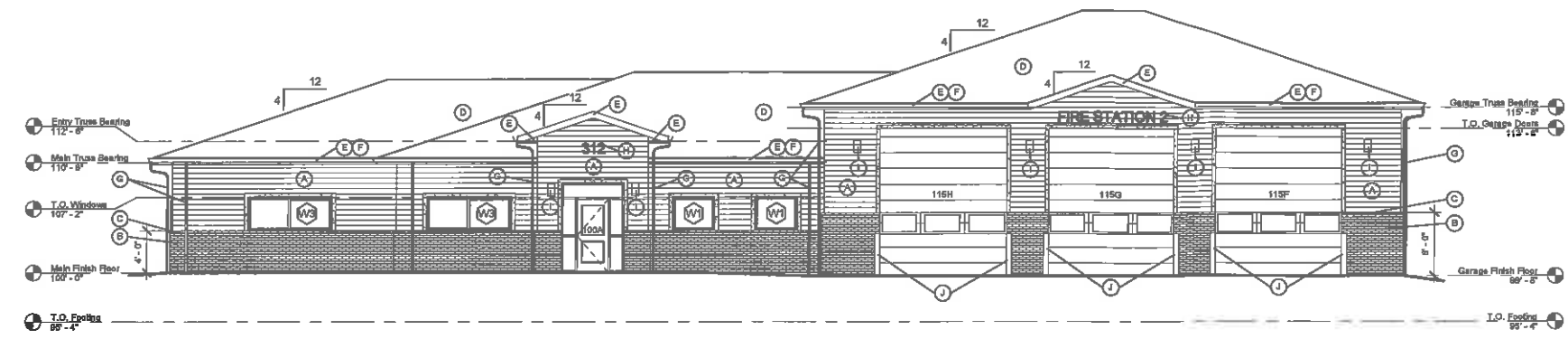
NOTES:

1. ALL RADIUS 5' UNLESS OTHERWISE NOTED
2. RADII SHOWN ARE TO BACK OF CURB
3. PARKING STALLS 9' X 18' UNLESS OTHERWISE NOTED
4. GENERATOR AND TRANSFORMER PAD DETAILS; SEE ELECTRICAL PLAN SHEETS
5. ANTENNA TOWER TO BE PROVIDED AND INSTALLED BY OWNER. CONTRACTOR TO PROVIDE CONCRETE BASE. COORDINATE STRUCTURAL DESIGN OF BASE WITH TOWER MANUFACTURER. SEE SECTION 03 3000 OF THE SPECIFICATIONS FOR ADDITIONAL INFORMATION. COORDINATE WITH OWNER ON EXACT LOCATION AND ANY EMBEDS TO BE INCLUDED.
6. FLAG POLE AND BASE TO BE PART OF ADD ALTERNATE NO. 1. SEE DETAIL ON C7.2.
7. COLD STORAGE BUILDING TO BE PART OF ADD ALTERNATE NO. 4.
8. SPLASH PAD TO BE A 4 FOOT BY 8 FOOT EXPOSED AGGREGATE SLAB INSTALLED BELOW BUILDING DOWNSPOUTS.

SITE INFORMATION

	REQUIRED	PROVIDED
IMPERVIOUS AREA W/O EXPANSION/DORMITORY WITH FUTURE EXPANSION/DORMITORY	30% MAX.	31.9% 29.4%
PARKING STALLS (BUSINESS) ONE (1) SPACE FOR 250 SQ. FT. OF GROSS AREA (USED INHABITABLE SPACE 2750 SQ. FT.) HANDICAP ACCESSIBLE STALLS	11 1	17 1
LANDSCAPING IN SETBACKS LAKE AVENUE SE SETBACK = 30' THIRD STREET SE SETBACK = 30' EAST AND SOUTH	50% 3,927 S.F. 4,149 S.F. N/A	6,443 S.F. 8,030 S.F. N/A
LOT SIZE	N/A	2.12 ACRES
BUILDING FOOTPRINT FIRE STATION + STORAGE BUILDING FIRE STATION + STORAGE + ADDITIONS	N/A	7,943 S.F. 10,475 S.F.
TOTAL TREES (LOT SIZE OR STREET FRONTAGE REQUIREMENTS, WHICHEVER IS GREATER)		14
LOT SIZE = 2.12 ACRES OR 92,279 SF 1 TREE / 1,100 SF OF LOT 15% = FLEXIBILITY WITHIN THE PUD 92,279 S.F. X 15% = 13,842 S.F. /1100		= 13
STREET FRONTAGE TREES (REQUIREMENTS FOR STREET TREES COUNTS TOWARDS TOTAL TREES REQUIRED)		= 13
LAKE AVENUE S.E. (292' FRONTAGE / 50' = 6 TREES) THIRD STREET S.E. (316' FRONTAGE / 50' = 7 TREES)		
PARKING LOT LANDSCAPING SQUARE FEET	4% 600	8.8% 1,319

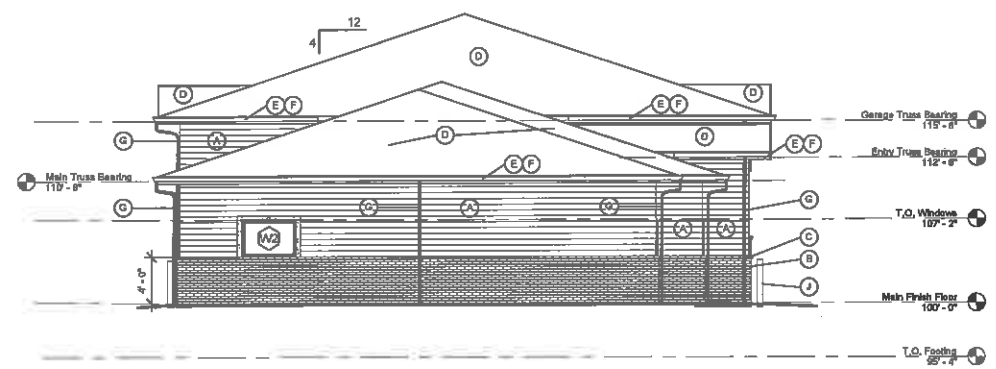




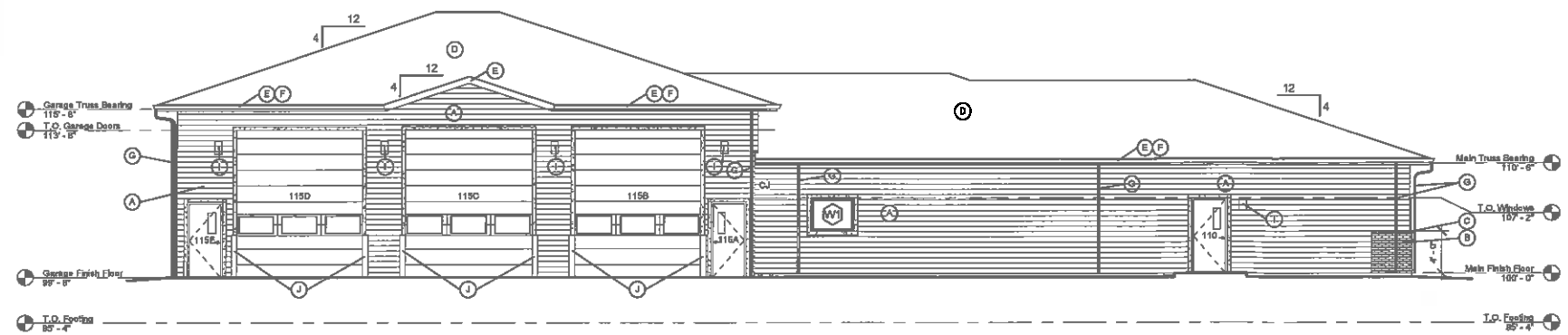
1 WEST ELEVATION
1/8" = 1'-0"

EXTERIOR FINISH SCHEDULE			
SYMBOL	BASE MATERIAL	FINISH	REMARKS
(A)	PREFINISHED METAL SIDING	SEE SPECIFICATION	
(B)	MORTARLESS BRICK SIDING	SEE SPECIFICATION	
(C)	MORTARLESS BRICK - BULLNOSE CAP	SEE SPECIFICATION	
(D)	ASPHALT SHINGLES	SEE SPECIFICATION	
(E)	PREFINISHED METAL FASCIA	SEE SPECIFICATION	
(F)	PREFINISHED METAL GUTTER	SEE SPECIFICATION	
(G)	PREFINISHED METAL DOWNSPOUT	SEE SPECIFICATION	
(H)	BUILDING SIGNAGE	SEE SPECIFICATION	
(I)	EXTERIOR LIGHT FIXTURE, SEE ELECTRICAL	SEE SPECIFICATION	
(J)	CONCRETE FILLED STEEL PIPE BOLLARD	PAINT - COLOR TO BE DETERMINE	

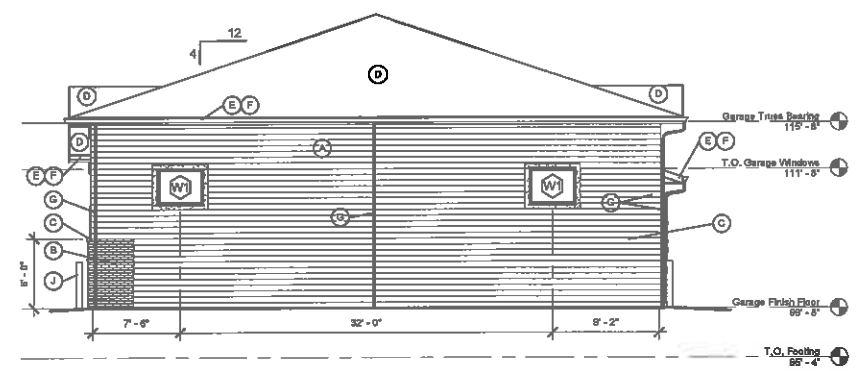
EXTERIOR FINISH LEGEND
12" = 1'-0"



2 NORTH ELEVATION
1/8" = 1'-0"



3 EAST ELEVATION
1/8" = 1'-0"



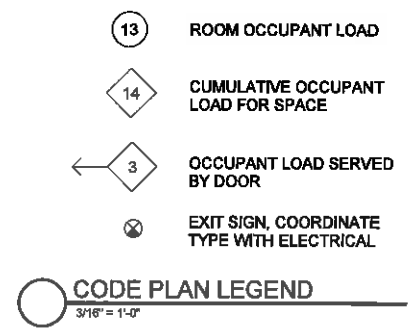
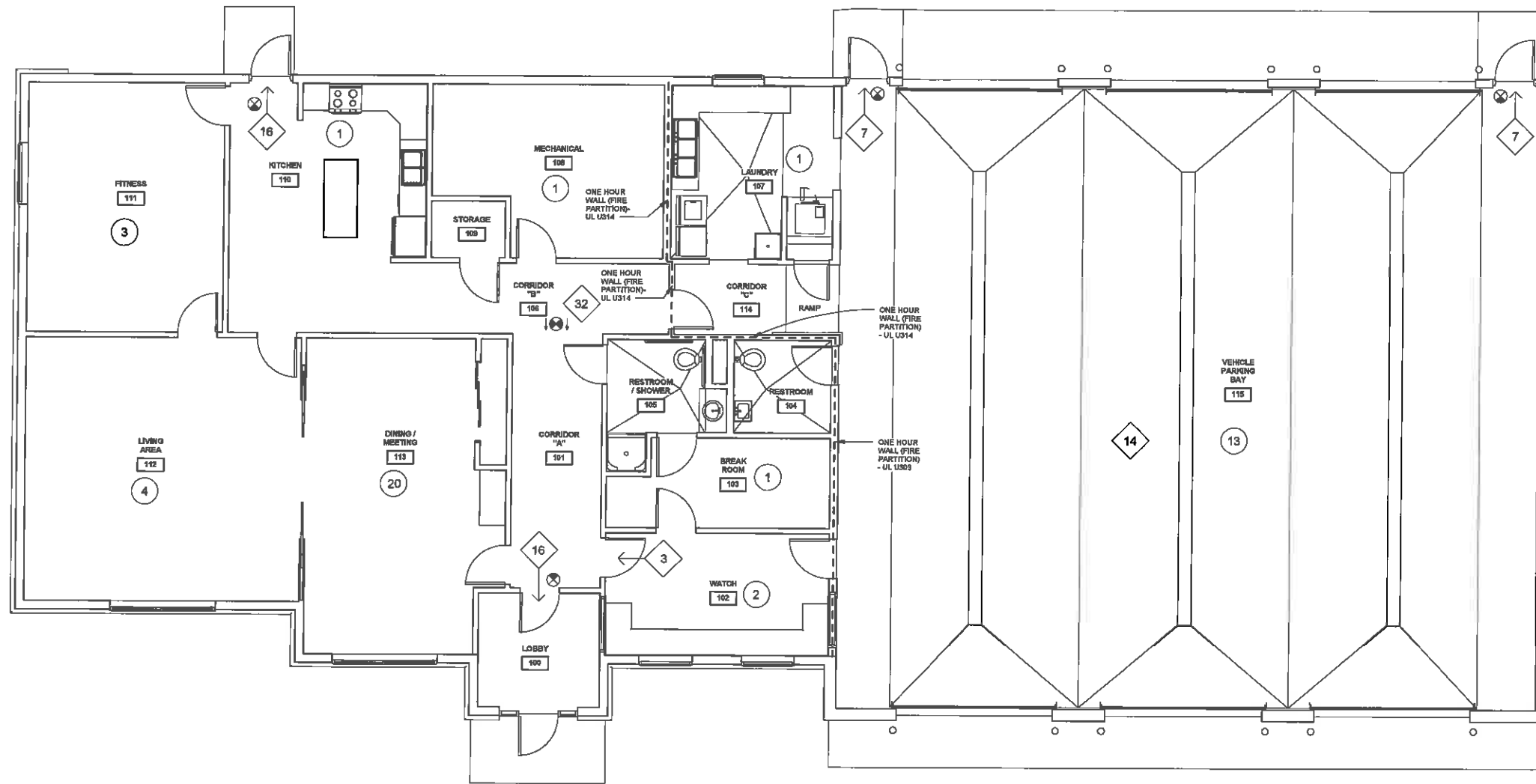
4 SOUTH ELEVATION
1/8" = 1'-0"

BY: WIDSETH SMITH NOLTING
DATE: 12/22/15
DATE: 12/22/15
LIC. NO. 47283

DATE	REVISION	DESCRIPTION

DATE: December 22, 2015
SCALE: As Indicated
DRAWN BY: T.J.S.
CHECKED BY: D.S.K.
JOB NUMBER: 08850107.002

BEMIDJI FIRE STATION 2
BEMIDJI FIRE DEPARTMENT
BEMIDJI, MINNESOTA
EXTERIOR ELEVATIONS



1 FIRST FLOOR PLAN (CODE REVIEW)
3/16" = 1'-0"



City of Bemidji - Lake Avenue Fire Station
Bemidji, Minnesota
Building Code Review

WSN No. 0880J0187.002
December 8, 2015

Key: *Italic* = Description of the actual building
Standard text = Definition of applicable items

Topic	Requirements	IBC Reference	Remarks
Regulations			
2015 Minnesota Building Code (the 2012 IBC as amended), 2015 Minnesota Accessibility Code, 2010 ADA Standards, 2007 Minnesota Fire Code			
Project Description			
Construction of a new fire station of approximately 5,500 square feet.			
Occupancy Classification	Group B	304.1	Met with Mike Miller on 8/16/12. Whole building to be considered Group B occupancy.
Occupancy Separation			
Mechanical Room	No requirement	Table 509	Largest piece of equipment is less than 400,000 Btu/hr.
Laundry Room	1 hr or equivalent	Table 509	More than 100 sq. ft. Open to Vehicle Bays. Sprinklers provided.
Storage Room	No requirement	Table 509	Not more than 100 sq. ft.
Voluntary Separation	1 hr Fire Partition	708, Table 716.6, Table 716.6	Though not required, the Owner will provide a 1 hour separation between Vehicle Parking Bay and rest of the building. Doors to be 45 min rated (with D-H-45 vision panels where indicated). Window to be 45 min rated assembly with OH-46 or W-80 fire-rated glazing.
Type of Construction	Type V - B	Table 601	In Type V construction exterior walls, interior walls and the structural system may be of combustible materials.
Allowable Height	Group B occupancy	Table 603, 504.2	1 story, 26' feet. Can be increased w/ Sprinkler sys.
Allowable Floor Area	Group B, Type V-B	Table 503	Actual square footage is 5,213 sq ft (includes exterior wall).

Topic	Requirements	IBC Reference	Remarks
Fire Resistive Requirements - Type V-B Construction			
Structural Frame including columns, girders, trusses	No requirement	Table 601	Type V-B
Bearing Walls			
Exterior	No requirement	Table 601	
Interior	No requirement	Table 601	
Nonbearing Walls and Partitions			
Interior	No requirement	Table 601	
Exterior	No requirement	Table 602	Type V-B. Fire Separation Distance > 10 ft.
Floor Construction	No requirement	Table 601	
Roof Construction including supporting beams & joists	No requirement	Table 601	
Roof Coverings	Class C	Table 1606.1	
Interior Finishes			
Exit enclosures & exit passageways	Class B	Table 803.9	No vertical exits in design. One level.
Exit access corridors & other exitways	Class C		
Rooms and enclosed spaces	Class C		
Exterior Openings			
Unprotected	Unlimited unprotected openings	Table 705.8	Fire separation distance > 30 ft.
Automatic Sprinkler Systems	Not required	903.2	No requirements for group B. Elected to provide voluntarily.
Attic Draftstopping	Not required	716.4.3	Not req'd with sprinkler system.
Occupant Load			
	Occupants	Table 1004.1.1	
Vehicle Bays	13	256	sq ft / 200 (Parking garages)
Watch Room	2	180	sq ft / 100 (Business areas)
Break Room	1	107	sq ft / 100 (Business areas)
Dining / Meeting Room	22	334	sq ft / 15 (Assembly - tables/chairs)
Living Area	4	422	sq ft / 100 (Business areas)
Fitness	3	296	sq ft / 100 (Business areas)
Kitchen	1	74	sq ft / 100 (Business areas)
Mechanical	1	208	sq ft / 100 (Business areas)
Laundry	1	162	sq ft / 100 (Business areas)
Building Total	47		

Topic	Requirements	IBC Reference	Remarks
Exit Requirements			
Stairways with one exit	First story, B Occupancy: one exit allowed and maximum exit access travel distance 100 feet.	Table 1021.2(2) and note b	Occ load < 49. 4 exits provided.
Minimum Corridor Width	36 inches	Table 1018.2	Occupant load < 50. Min corridor width is > 5'.
Spaces with one exit	No single space is req'd to have more than one exit	Table 1015.1	All spaces < 49 occupants
Doors			
Width	32" min. clear width	1008.1.1	OK
Height	48" max. lead width 6'-6" min. height	1008.1.1 1008.1.1	OK 7'-0" provided.
Sanitation			
Separate Facilities		2902.2.1	Providing two unisex family or assisted-use toilet facilities serving as separate facilities.
Restrooms	46 occupancy / 2 = 23M + 23F	Table 2902.1	1 M & 1 F req'd. Two unisex family/assisted-use provided.
Water Closets	1 per 25 for first 80 occupants.		1 M & 1 F req'd. Two unisex family/assisted-use provided.
Launetories	1 per 40 for first 80 occupants.		Not required if occ load < 80 per note "f".
Drinking fountains	Not required		1 provided.
Service sink	1 total		



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.
DENISE E. KOENIGSBERG DATE: 12/22/15 LIC. NO. 47283

DATE	REVISION DESCRIPTION	BY

December 22, 2015
SCALE: 3/16" = 1'-0"
DRAWN BY: Author
CHECKED BY: Checker
JOB NUMBER: 0880J0187.002

BEMIDJI FIRE STATION 2
BEMIDJI FIRE DEPARTMENT
BEMIDJI, MINNESOTA
BUILDING CODE REVIEW

CITY OF BEMIDJI

ORDINANCE NO. ____, 3RD SERIES

AN ORDINANCE AMENDING AN UNCODED SECTION OF THE BEMIDJI CITY CODE (AUTHORIZING THE SALE OF REAL PROPERTY)

THE CITY OF BEMIDJI DOES ORDAIN:

SECTION 1. That pursuant to Section 12.05 of the Home Rule Charter of and for the City of Bemidji, and the Purchase Agreement previously entered into by the City and the purchaser Cormac, LLC (Corey Klinefelter), the City hereby authorizes the sale of the real property owned in fee by the City and legally described in Section 2 below (the "Property"), to the purchaser Cormac, LLC. Proposed consideration for the sale and conveyance includes a monetary payment in the sum of \$50,000.00.

The Property was formerly a portion of the Link Street SE Right-of-Way, fee title to which was conveyed to the City by the Minnesota Department of Transportation (MNDOT) pursuant to that certain Quitclaim Deed, dated June 29, 2015, and recorded with the Beltrami County Recorder's Office as Document No. A000549697. Said conveyance was given in accordance with Minnesota Statutes Section 161.16 and 164.24 and acts amendatory thereto.

Furthermore, pursuant to its Home Rule Charter authority, the City previously vacated the municipal right-of-way status of the Property pursuant to City of Bemidji Ordinance No. 95, 3rd Series, which Ordinance has been recorded with the Beltrami County Recorder's Office on December 18, 2013 as Document No. A000536902.

SECTION 2. The land to be sold pursuant to this Ordinance is legally described as:

The Easterly 50 feet of that part of Lots 29 and 30, Auditor's Plat No. 14, as shown as Parcel 48 on Minnesota Department of Transportation Right of Way Plat Numbered 04-26 as the same is on file and of record in the office of the County Recorder in and for Beltrami County, Minnesota.

SECTION 3. The City shall convey the above-described property to Cormac, LLC, by appropriate conveyance. City staff is further directed to take the appropriate steps to accomplish the transfer of said real property, including satisfaction of all conditions that may be attached to the sale pursuant to the parties' Purchase Agreement.

SECTION 4. The Ordinance shall be in full force and effect thirty (30) days from and after its passage and publication.

LINK STREET

LAKE BEMIDJI

Liquor Store

McDonalds

Legend

-  EAST 50' OF TURNBACK PARCEL
-  TURNBACK PARCEL
-  Catch Basin
-  Storm Manhole
-  Storm Sewer

0 50 100 200 300 Feet



TRAIL

BEMIDJI AVE

LINK ST

BEMIDJI AVE

50'

100'