

CITY COUNCIL PROCEEDINGS

BEMIDJI, MINNESOTA

Regular Meeting – January 5, 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, January 5, 2015 at 7:00 p.m. in the Council Chambers of City Hall, Mayor Albrecht presiding.

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

Staff Present: 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 Olson, seconded by Johnson, to approve the agenda as presented. Motion carried by unanimous vote.**

MINUTES

The following minutes were presented for approval:
Council Meeting December 15, 2014

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 requested travel authorization to attend a meeting in St. Paul on January 15. She stated she will be representing the City, however, not requiring reimbursement for travel. **Motion by Erickson, seconded by Olson, to approve the Consent Agenda items as follows:**

1. Claims Submitted by Finance Officer in the amount of \$940,879.92
2. Claims Submitted by Venuworks for the Sanford Center in the amount of \$57,708.42
3. General Business Licenses Renewals for 2015
4. 1-4 Day Temporary On-Sale Liquor License – Chamber Event on 1/22/15
5. 1 Day Temporary Consumption & Display Permit – Chamber – 2/10/15
6. Designated Mayor Pro-tem – Hellquist
7. Councilmember Commission/Committee Appointments for 2015
8. Designated Official Newspaper of Publication for 2015
9. **RESOLUTION NO. 5928:** Designating Depositories for City Funds in 2015
10. Travel Authorization – LMC Meeting on January 9 in Grand Rapids – Albrecht
11. Travel Authorization – CGMC Legislative Action Day – January 28 – Johnson
12. Travel Authorization – MPR Policy & A Pint in St. Paul on January 15 - Albrecht

Motion carried by unanimous vote.

CITIZENS NOT ON AGENDA

No one appeared.

COMMITTEE REPORTS

Bemidji Youth Advisory Commission – Hannah Sorenson, BYAC President, reported on upcoming activities which included a healthy living event at the High School on January 17. She stated that Commission members will be attending a Truth & Reconciliation meeting on January 28 at the American Indian Resource Center. Four potential new BYAC members will be interviewed this week.

Greater Bemidji Joint Planning Board (JPB) Report

Mayana Rice, Executive Director, reported on the Comprehensive Planning process to date and the decision by the Joint Planning Board to restart the process. She stated that it is time to regroup and the first meeting will be on Thursday, January 15 at City Hall. Invitations have been sent out and over 50 people have responded that they are attending.

Rice briefly reviewed the Joint Planning Board budget for 2015 and 2016 preliminary budget. She stated the office is not running any differently than it has in the past. She stated that the JPB and the City GIS office are interested in creating a shared position instead of using an intern but could provide a student with an introductory job. In discussions

with City staff, this position would help expand the current GIS capabilities and provide code enforcement.

Brett Case, GIS Coordinator, stated that the position would most likely be on an annual contract basis. He stated that the JPB and GIS have shared interns in the past which has worked well.

OLD BUSINESS

2015 Street Renewal Project

Mayor stated that decision on the 2015 Street Renewal Project was tabled at the Council's December 15, 2014 meeting. Mayor Albrecht noted that the public hearing was held at the December 15 meeting as well.

Gray noted that by Statute there must be a 5/6th vote which equates to 6 members and with Councilor Hellquist absent that would mean a unanimous vote.

RESOLUTION NO. 5929: Ordering Improvement, Designating Project Engineer, Calling for Preparation of Plans and Specifications and Authorizing Advertisement for Bids on Improvement (City Project #15-01) was offered by Councilmember Erickson, who moved its adoption, and upon due second by Councilmember Johnson was passed by unanimous vote.

NEW BUSINESS

MnDOT Traffic Signals

Gray stated that MnDOT is proposing to complete ADA (Americans with Disability Act) improvements along TH197 from 23rd Street to Hannah Avenue. As part of that project, they will also be replacing the traffic signal system at TH197 and Irvine Avenue. The City is responsible for two of the four legs of the signals and 50% of the cost of the signal system. The City is also responsible for 100% of the cost of EVP (Emergency Vehicle Preemption) system. The total city cost is currently estimated by MnDOT at \$156,860. The traffic signal costs are proposed to be paid for with the city's state aid municipal construction account. The non-traffic signal costs (\$10,000-\$15,000) are included within the city's approved 2015 Capital Improvement Plan.

RESOLUTION NO. 5930: Authorizing a Cooperative Construction Agreement with the Minnesota Department of Transportation was offered by Councilmember Johnson, who moved its adoption, and upon due second by Councilmember Meehlhause was passed by unanimous vote.

Interim City Manager

Mayor Albrecht stated that a proposal was received from City staff to create an interim management team consisting of Alan Felix, Ron Eischens and Craig Gray. She stated that the daily communications and decision-making necessary for a smooth interim period requires more time and expertise than any one person has available. It is recommended that Felix, Eischens and Gray be compensated \$1,500 per month in addition to their regular salaries. In addition, it was recommended an additional \$500 per month to the City Clerk for her added responsibilities in the interim.

Motion by Meehlhause, seconded by Larson, appointing an interim city management team and approve Al Felix, Craig Gray and Ron Eischens as interim City Managers and authorize an additional compensation of \$1,500 per month each as well as \$500 additional monthly compensation to the City Clerk until a new City Manager is hired. Motion carried unanimously.

Meeting Time Change

Mayor Albrecht stated that changing the regular Council meeting time was brought up by Councilor Hellquist and since he was absent she recommended that the discussion happen at the next regular meeting.

ORDINANCE

AN ORDINANCE Amending an Uncoded Section of Bemidji City Code Pertaining to Alley and Street Vacation (Old MnDOT Site) was given a first reading.

UPCOMING COUNCIL MEETINGS

- Monday, January 12 5:30 p.m. Work Session – Discuss Budget Process & Labor Contract Negotiations
- Tuesday, January 20 7:00 p.m. Council Meeting
- State of the City Address

COUNCIL/STAFF REPORT

- Council members provided updates on current events and meetings.
- Mayor Albrecht stated that 26 applicants have been received for the City Manager's position. The City Clerk reported that she will be discussing the process further on Tuesday, January 6 with Mr. Unmacht of Springsted.

ADJOURN

There being no further business, motion by Olson, seconded by Meehlhause, to adjourn the meeting. Motion carried. Meeting adjourned at 7:58 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Kay M. Murphy". The signature is written in a cursive style.

Kay M. Murphy
City Clerk