

**CITY COUNCIL PROCEEDINGS**  
**BEMIDJI, MINNESOTA**  
**Regular Meeting – January 7, 2013**

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 7, 2013 at 7:00 p.m. in the Council Chambers of City Hall, Mayor Larson presiding.

Upon roll call, the following Councilmembers were declared present: Larson, Waldhausen, Hellquist, Johnson, Albrecht, Thompson. Absent: Negard

Staff Present: City Manager John Chattin, City Attorney Alan Felix, Public Works Director/City Engineer Craig Gray, Finance Director Ron Eischens, City

**AMENDMENTS TO AGENDA**

Mayor Larson called for any amendments to the agenda. City Clerk Murphy requested the addition of Michael Meehlhause for travel authorization to attend the Bemidji Day at the Capitol. **Motion by Johnson, seconded by Thompson, to approve the agenda as amended. Motion carried by unanimous vote.**

**MINUTES**

Minutes of the December 17, 2012 regular meeting were presented for approval. **Motion by Waldhausen, seconded by Thompson, to approve the minutes as prepared. Motion carried by unanimous vote.**

**VACANCY**

**RESOLUTION NO. 5810: Declaring a Vacancy on the City Council – Ward 4 Council Seat was offered by Councilmember Hellquist, who moved its adoption, and upon due second by Councilmember Thompson was passed by unanimous vote.**

**OATH OF OFFICE**

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

**RESEATING OF THE COUNCIL**

**Mayor Albrecht reseated the Council. Albrecht, Meehlhause and Erickson were counted present and the meeting continued.**

**CONSENT AGENDA**

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

1. Claims Submitted by Finance Officer in the amount of \$1,186,514.90
2. General Business Licenses Renewals for 2013
3. 1-Day Temporary Consumption & Display Permit for January 24 – Arts Council
4. Temporary On-Sale Liquor License – January 24 at Sanford Center – Chamber
5. Designated Mayor Pro-tem – Hellquist
6. Councilmember Commission/Committee Appointments for 2013
7. Designated Official Newspaper of Publication for City
8. **RESOLUTION NO. 5811:** Designating Depositories for City Funds in 2013
9. Accepted “Shared Fire and Rescue Services” Grant
10. Accept “Assistance to Firefighters Grant” in the amount of \$56,763
11. Declare Surplus Equipment – 2008 Chevy Impala – Police Department
12. **RESOLUTION NO. 5812:** Requesting Conveyance of Tax-Forfeited Lands
13. Travel Authorization – Bemidji Day at the Capitol – Feb. 6 – Albrecht, Thompson, Meehlhause
14. Travel Authorization – Coalition of Greater Mn Cities – Feb. 6-7 - Johnson

**Motion carried by unanimous vote.**

**CITIZENS NOT ON AGENDA**

No one appeared.

**PRESENTATION**

Chief Mike Mastin introduced Tom Kummrow who is a law enforcement liaison from the office of traffic safety.

Kummrow discussed the Minnesota Toward Zero Death Program noting that Beltrami County had four deaths last year with the goal being zero deaths. He praised Bemidji's Police Department as one of the outstanding agencies in northwest Minnesota observing that law enforcement cannot do its job without the support of the governing body. Kummrow then presented the Police Department with a new radar unit valued at \$2,500.

**Motion by Johnson, seconded by Erickson, to accept a radar unit for the Police Department from the Department of Public Safety. Motion carried unanimously.**

**PUBLIC HEARING****2013 Street Renewal Project**

Gray stated that the public hearing for the 2013 Street Renewal project was not properly noticed and recommended that the Council hold that hearing at its next regular meeting on January 22, 2013. The City Clerk has re-notified the affected property owners and the Pioneer will be running the legal as required by Chapter 429.

Councilor Erickson expressed concerns about the proposed special assessments in the 5<sup>th</sup> Street SE area. She received a letter from Leon Nelson, 1526 5<sup>th</sup> Street SE, who states that this area is still paying on assessments and an additional assessment will make it difficult to make ends meet.

Chattin stated that staff have met and discussed options to ease the burden. One idea was to possibly combine the prior assessment with the new assessments at a lower interest rate.

Mayor Albrecht asked if anyone in the audience was there to speak to the proposed project and special assessments. No one appeared.

**COMMITTEE REPORTS**

**Bemidji Youth Advisory Commission** – Sara Schomburg, BYA representative, reported on upcoming listening lunches. Mayor Albrecht is exploring a Mayor's Youth Award for a student involved in civic engagement.

**Librarian's Report** - Paul Ericsson, Branch Manager, reviewed January library programs.

**NEW BUSINESS****Ward 4 Vacancy**

Mayor Albrecht opened the discussion for filling the Ward 4 vacancy by reading the City Charter, Section 2.05 (Vacancies).

Erickson stated that she was in favor of a special election since it is a two year vacancy.

Johnson commented that when Richard Lehmann went from Council to Mayor there was a special election. However, when Ward 3's councilor moved out of city limits, the Council chose to appoint. He expressed concerns that with no primary and the number of interested people someone could win with less than 50%.

Hellquist suggested that taking applications in a public process would save the cost of a special election and be transparent and was in favor of an appointment process. He further observed that the Charter clearly states that the Council has thirty days to appoint.

**Motion by Hellquist, seconded by Thompson, to seek applications to fill the Ward 4 vacancy. Motion carried unanimously.**

Discussion continued regarding the timeline and the application process for filling the Ward 4 vacancy. The Council consensus was to use the following process:

- Interested candidates must submit a letter of interest and an application to the City Clerk's office no later than January 22 at 4:30 p.m. The City Clerk will post vacancy notice at City Hall, on City's website, and in the Pioneer.
- Council will develop three to five questions for applicants at their work session on January 14.
- All interested candidates will be interviewed at a Special Council Meeting on January 28 at 7 p.m.

- The Council will make an appointment on January 28 or at their regular Council meeting on February 4.

**ORDINANCE**

**AN ORDINANCE** Amending Chapter 2 (Administration), Chapter 4 (Alcoholic Beverages) and Chapter 12 (Business and Licensing) of the Bemidji City Code by Adding Criminal History Background Requirements for City Employment and Certain City License Applicants was given a first reading.

**UPCOMING COUNCIL MEETINGS**

- Monday, January 14            5:30 p.m.      Work Session – Candidate Questions
- Tuesday, January 22        5:30 p.m.      Public Works Committee
- Tuesday, January 22        7:00 p.m.      Council Meeting
- Monday, January 28         7:00 p.m.      Special Council Meeting

**COUNCIL/STAFF REPORT**

- Council members provided updates on current events and meetings.

**ADJOURN**

There being no further business, motion by Meehlhause, seconded by Johnson, to adjourn the meeting. Motion carried. Meeting adjourned at 8:34 p.m.

Respectfully submitted,

  
Kay M. Murphy  
City Clerk