

CITY COUNCIL PROCEEDINGS

BEMIDJI, MINNESOTA

Regular Meeting – October 3, 2016

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, October 3, 2016 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, Hellquist, Olson, Erickson. Absent: Larson

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

PROCLAMATION

Mayor Albrecht proclaimed the second Monday of October as Indigenous Peoples'/Treaty Day.

AMENDMENTS TO AGENDA

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

MINUTES

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

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

CONSENT AGENDA

Albrecht requested that she and Mathews be added to the Travel Authorization to the 2016 CGMC Fall Conference. The following Consent Agenda items were presented for approval. **Motion by Olson, seconded by Hellquist, to approve the Consent Agenda items as follows:**

1. Claims submitted by the Finance Officer in the total amount of \$1,058,065.77
2. Claims Submitted by VenuWorks for the Sanford Center in the amount of \$26,780.74
3. Miscellaneous Business Licenses
4. **RESOLUTION NO. 6032:** Certifying an Assessment Roll for Delinquent Utility Accounts for Services Provided During the Year 2016
5. Accept Donation to Fire Department from Enbridge Energy for the amount of \$2,000
6. Accept Donation to Fire Department from Lueken's Village Foods for the amount of \$534
7. Approve Purchase of 2017 ¾ Ton 4x4 Pickup for \$28,755.18
8. Approve Purchase of two 2017 Marked Police SUVs for \$92,341.90
9. Approve Donation of the Wood Chief Bemidji Statue to Beltrami County Historical Society
10. Appointment to Fire Department Long Range Planning Committee – Meehlhause
11. Travel Authorization – 2016 CGMC Fall Conference – November 17-18 in Alexandria – Johnson, Albrecht and Mathews

Motion carried by unanimous vote.

CITIZENS NOT ON AGENDA

- Monte Hammitt, 702 39th Street NW, spoke against the use of the word "Indigenous" in the Indigenous Peoples'/Treat Day Proclamation signed by the Mayor. He feels the use of the term "American Indian" or "Anishinaabe" is more appropriate.
- Delores Hammitt, 702 39th Street NW, also spoke against the use of the word "Indigenous" in the Mayor's proclamation.

COMMITTEE REPORTS

Greater Bemidji Joint Planning Board – Casey Mai, Planning Administrator, provided a third quarter update for the Great Bemidji Joint Planning office. He highlighted six planning cases staff worked on during that time. The Joint Planning Office also pulled 521 parcel files for the use of creating or reviewing land use or sign permits, septic compliance, zoning enforcement or just common questions. Work on the Comprehensive Plan continues with steering committee meetings to be held in the coming months to finalize each chapter in the plan. Mai expects the plan to be complete by the middle of February with adoption by July. In addition to planning

cases, staff worked on several development projects and is also in the process of scanning all parcel file documents via RVI to the GIS mapping system.

Greater Bemidji – Dave Hengel, Executive Director, provided an update for Greater Bemidji. The focus areas of Greater Bemidji are to promote talent, encourage entrepreneurship and support economic development in the region. Past year highlights includes development of an entrepreneur mentorship program; grow attract and retain talent through Minnesota Innovation Institute; promote the region through the Bemidji True North website, social media and magazine articles; and economic development by leveraging 1 million dollars in state and federal funds for Greater Bemidji Initiatives. Current initiatives include: Launchpad expansion; Rail Corridor Redevelopment; 1, 2 3 Start Up Guide for starting a business in Bemidji; Industrial Park Expansion; Airport Development; Promoting the area and recruitment and development.

NEW BUSINESS

Conduct a Public Hearing on Costs Associated with Lot Maintenance and Other Miscellaneous Work Done by the City on Private Property in 2016

Pursuant to published notice a public hearing was held regarding input on Costs Associated with Lot Maintenance and Other Miscellaneous Work Done by the City on Private Property. Mayor Albrecht opened the Public Hearing at 6:44 p.m. and with no comments closed the Public Hearing at 6:45 p.m.

RESOLUTION NO. 6033: Adopting Assessment Roll for Costs Associated with Lot Maintenance, and Other Miscellaneous Work done by the City on Private Property in 2016 was offered by Councilmember Erickson, who moved its adoption, and upon due second by Councilmember Olson was passed by unanimous vote.

2017 Street Renewal Project - Consider Resolution Ordering Feasibility Report – City Project 17-01

Public Works Director Gray stated that the City just completed its eighth year of the City's annual street reconstruction program. Gray stated that the feasibility study is the first step in the Chapter 429 assessment process and will outline the proposed improvements, project costs, preliminary assessments and the feasibility of the proposed project. After completion of the feasibility report staff will hold a neighborhood meeting to outline the proposed project to the affected property owners. The following street segments are proposed to be included in the feasibility study for the 2017 program:

Roosevelt Road SW	Washington to Clausen Avenue
Shevlin Avenue SW	Roosevelt Road to 7 th Street
25 th Street NW	Irvine to Minnesota Avenue NW
Minnesota Avenue NW	25 th to 26 th Street NW
29 th Street NW	Irvine Avenue to Birchmont Drive

RESOLUTION NO. 6034: Authorizing Feasibility Report for 2017 Street Renewal Project – City Project #17-01 was offered by Councilmember Meehlhause, who moved its adoption, and upon due second by Councilmember Johnson was passed by unanimous vote.

Delton Avenue Reconstruction – Consider Resolution Ordering Feasibility Report – City Project 17-04

Public Works Director Gray stated that this is an additional street project with a reconstruction of Delton Avenue from 15th Street to Paul Bunyan Drive as well as replacement of some sanitary sewer lines. State aid funds will be used for some of the city's share of the project costs. Gray stated that the feasibility study is the first step in the Chapter 429 assessment process and will outline the proposed improvements, project costs, preliminary assessments and the feasibility of the proposed project. After completion of the feasibility report staff will hold a neighborhood meeting to outline the proposed project to the affected property owners.

Gray noted that the plan is to provide a sidewalk on one side as permitted. Gray feels that adding a sidewalk should not restrict parking along Delton Avenue.

RESOLUTION NO. 6035: Authorizing Feasibility Report for 2017 Delton Avenue Reconstruction Project – City Project #17-02 was offered by Councilmember Olson, who moved its adoption, and upon due second by Councilmember Hellquist was passed by unanimous vote.

Approve City Trail Connection Policy

Parks and Recreation Director Larson provided a City Trail Connection Policy that would manage and limit trail connections to city/local trails to ensure safety and enjoyment of trail users. The Parks and Trails Commission reviewed safety and trail design guidelines to draft the policy to encourage the use of trailheads and existing connections by private developers.

Motion by Olson, seconded by Johnson to adopt the City Trail Connection Policy was approved by unanimous vote.

Approve Contract Amendment with WSB for Paul Bunyan Park

The completion date for this project was originally the fall of 2015. Professional services continued through the summer/fall of 2016 to ensure the project was completed and met the expectations of the Council. Larson stated that staff discussed this amendment with WSB and Associates and WSN regarding the additional services and as demonstrated in the overall summary and has negotiated a reduction of approximately 45%. The amount of the amendment fits within the total project budget. The remainder of the project funds will be allocated to landscaping and the Girl Scout planter.

Motion by Johnson, seconded by Olson, to approve the Contract Amendment with WSB for Paul Bunyan Park in the amount of \$45,290.10 was approved by unanimous vote.

2016 First City of Lights Overall Project Review and Request

Mathews stated that the Bemidji Jaycees has stepped up to take over the First City of Lights Project. The Jaycees have purchased new decorations that they would like to install on the street lights along Paul Bunyan Drive from Paul Bunyan Park to the Trail Bridge. The City has obtained a quote of \$2,944 from TC Lighting to install the new bracketing, and put up and take down the decorations on the street lights. Additionally, there is a potential cost of \$1,000-\$2,000 to fix plugs that do not work and TC Lighting would complete that work as well. The total anticipated cost to fix and install the decorations is \$5,000. Labor will be provided by City Staff to help with traffic control when TC Lighting is completing this work. Historically, the city has paid for the electric consumption of all Christmas light and the Jaycees are requesting to continue that as well.

Motion by Meehlhause, seconded by Johnson to approve the City's partnership with the First City of Lights event by providing labor, equipment and electricity, and contracting with TC Lighting in an amount up to \$5,000 to be paid out of contingency funds for the installation of new light pole decorations along Paul Bunyan Drive was approved by unanimous vote.

ORDINANCES

AN ORDINANCE Amending an Uncoded Section of the Bemidji City Code (Authorizing the Sale of Real Property-Marci Maple) was given a first reading.

AN ORDINANCE Amending an Uncoded Section of the Bemidji City Code (Authorizing the Sale of Real Property-Pamela May) was given a first reading.

AN ORDINANCE Amending an Uncoded Section of the Bemidji City Code (Authorizing the Sale of Real Property-Brady and Anita Jones) was given a first reading.

AN ORDINANCE Amending an Uncoded Section of the Bemidji City Code (Authorizing the Sale of Real Property-Kevin and Michelle Storey) was given a first reading.

AN ORDINANCE Amending Chapter 4 of the Bemidji City Code Entitled, "Alcoholic Beverages" By Amending the Provisions Relating to Section 4-95 Sunday Sales was given a first reading.

UPCOMING COUNCIL MEETINGS

- Monday, Oct. 10 5:30 p.m. Work Session – TBD
- Monday, Oct. 17 6:00 p.m. Council Meeting

COUNCIL/STAFF REPORT

- Council members provided updates on current events and meetings.

ADJOURN

There being no further business, motion by Olson, seconded by Johnson, to adjourn the meeting. Motion carried. Meeting adjourned at 7:40 p.m.

Respectfully submitted,



Michelle R. Miller
Deputy City Clerk