

# CITY COUNCIL PROCEEDINGS

## BEMIDJI, MINNESOTA

### Regular Meeting – October 16, 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 Monday, October 16, 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, Hellquist, Johnson, Plemel, Erickson, Larson.

Staff Present: City Manager Nate Mathews, City Attorney Alan Felix, Finance Director Ron Eischens, Public Works Director/City Engineer Craig Gray, Assistant City Engineer Sam Anderson, City Clerk Kay Murphy

#### **AMENDMENTS TO AGENDA**

Mayor Albrecht called for any amendments to the agenda. Mayor Albrecht received a request from the Innkeepers and Visit Bemidji to remove the General Booking Guidelines & Procedures for the Sanford Center for further discussion by those groups.

**Motion by Meehlhause, seconded by Johnson, to approve the agenda as amended. Motion carried by unanimous vote.**

#### **MINUTES**

The following minutes were presented for approval:

Council Meeting	October 2, 2017
Work Session	October 9, 2017

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

#### **CONSENT AGENDA**

The following Consent Agenda items were presented for approval. The following items were requested to be added by the City Clerk: 1-4 day temporary permit for the Headwaters Science Center and Purchase of two vehicles for the Police Department. **Motion by Meehlhause, seconded by Plemel, to approve the Consent Agenda items as follows:**

1. Claims submitted by the Finance Officer in the total amount of \$404,964.90
2. Claims Submitted by VenuWorks for the Sanford Center in the amount of \$106,461.63
3. Business License Renewals for 2017 and 2018
4. **RESOLUTION NO. 6104:** Revoking Municipal State Aid Streets
5. **RESOLUTION NO. 6105:** Establishing Municipal State Aid Streets
6. **RESOLUTION NO. 6106:** To Repair or Remove Structure(s) Located at 403 Roosevelt Road SW
7. Travel Authorization – 2017 CGMC Fall Conference, Nov. 16-17 Alexandria – Albrecht, Johnson, Meehlhause
8. 1-4 Day Temporary On-Sale Liquor License – Headwaters Science Center for an event on 11/2/17
9. Purchase of two police squad cars from Hibbing Ford via the State of Mn Cooperative Purchasing Venture (\$63,002)

**Motion carried by unanimous vote.**

#### **CITIZENS NOT ON AGENDA**

Reed Olson – 711 14<sup>th</sup> Street NW shared his concerns regarding an individual who was evicted from Northland Apartments. He stated that she had been a resident for over 20 years and refused to sign the HUD non-smoking policy. Since her eviction, she has been staying at the Wolfe and has been unable to access her personal belongings. He presented the City with a bill for her stay at the Wolfe. City Attorney Felix advised that the City would not be paying this bill. Councilor Plemel asked Mr. Olson to contact him as he might be able to offer some assistance in the matter.

#### **COMMITTEE REPORTS**

**Bemidji Youth Advisory Commission** – Kierra Shegrud, BYA representative, stated that they will be having a “fall shindig” for students at Diamond Point Park on October 28.

BSU Student Senate – Kale Hennick, Student Senate representative, stated that the Senate is encouraging more involvement by members in the community. He stated that the Diversity Center is open with a focus on BSU.

**NEW BUSINESS**

2017 Street Renewal Project ( #17-01)

City Engineer Gray stated that the City completed the ninth year of its annual street reconstruction program on various streets within the city. The 2017 project consisted of the reconstruction and paving of the following three street segments: 1) Roosevelt Road SW from Washington to Clausen Avenue; 2) Shevlin Avenue SW from Roosevelt Road to 7<sup>th</sup> Street; 3) 25<sup>th</sup> Street NW from Irvine to Minnesota Avenue NW; Minnesota Avenue NW from 25<sup>th</sup> to 26<sup>th</sup> Street NW and 4) 29<sup>th</sup> Street NW from Irvine Avenue to Birchmont Drive NE. Gray stated that assessments to benefitting properties are proposed for the work that was completed and therefore the project was undertaken as a Chapter 429 Special Assessment project. The proposed assessments for the 2017 project are according to the City's assessment policy and are as follows:

Street Assessment	\$38/lineal foot
Sanitary Sewer Service Line	\$1,070/each
Water Service Line	\$1,070/each

Gray noted that the total project cost was \$1,278,543 and the assessments for the project total \$184,265, which is approximately 15% of the total project costs.

Pursuant to published notice a Public Hearing was held regarding input on proposed assessments for the 2017 Street Renewal Project (City Project #17-01). Mayor Albrecht opened the Public Hearing at 6:19 p.m. and hearing no comments, the Mayor closed the Public Hearing at 6:20 p.m.

**RESOLUTION NO. 6107: Adopting Assessment Rolls for City Project #17-01 - 2017 Street Renewal Project was offered by Councilmember Hellquist, who moved its adoption, and upon due second by Councilmember Erickson was passed by unanimous vote.**

2017 Delton Avenue NW Reconstruction Project (#17-07)

Gray stated that the City reconstructed Delton Avenue from 15<sup>th</sup> Street to TH197. The project also included replacement of all of the City's underground utilities and the roadway was narrowed from 40-feet to 30-feet wide which enabled the construction of a new concrete sidewalk on the east side of the street. Gray stated that assessments to benefitting properties are proposed for the work that was completed and therefore the project was undertaken as a Chapter 429 Special Assessment project. The proposed assessments for the 2017 project are according to the City's assessment policy.

Pursuant to published notice a Public Hearing was held regarding input on proposed assessments for the Delton Avenue NW Reconstruction project (City Project #17-04). Mayor Albrecht opened the Public Hearing at 6:22 p.m.

- Jim Anderson, 722 20<sup>th</sup> Street NW, asked for clarification on who maintains the new sidewalk and boulevard. Discussion followed with staff explaining that the property owner is responsible for maintenance of the sidewalk and mowing the boulevard.

Hearing no further comments, Mayor Albrecht closed the Public Hearing at 6:33 p.m.

**RESOLUTION NO. 6108: Adopting Assessment Rolls for City Project #17-04 – 2017 Delton Avenue NW Reconstruction was offered by Councilmember Meehlhause, who moved its adoption, and upon due second by Councilmember Erickson was passed by unanimous vote.**

Downtown Crosswalk Enhancement Project (#17-02)

Assistant City Engineer Anderson reviewed the downtown crosswalk enhancement project. He stated that the City was awarded 2018 federal funds as part of the Transportation Alternative Program (TAP) in which to enhance the existing crosswalks using colored thermoplastic material on TH197 at the intersections of 2<sup>nd</sup>, 3<sup>rd</sup> and 5<sup>th</sup> Street. A bid opening was held on September 21. The following bid was received: Decorative Pavement

Markings, LLC in the amount of \$219,162.14. Anderson stated that this is a specialized type of construction and it is not unusual to have only one qualified bidder.

He stated that federal funds will cover 80% of the construction cost and the City is responsible for 20%. The following funding sources are proposed: \$175,000 from Federal Funds and \$70,000 from the City Reserves.

Councilor Hellquist inquired about the maintenance of this product. Anderson stated that the City of Perham has had this product for approximately five years and showing very little wear but was not comfortable in saying how long it would last.

**RESOLUTION NO. 6109: Awarding the Bid for Downtown Crosswalk Enhance Project (#17-02) to Decorative Pavement Markings LLC in the amount of \$219,162.14 was offered by Councilmember Johnson, who moved its adoption, and upon due second by Councilmember Meehlhause was passed by the following vote: Ayes: Meehlhause, Johnson, Plemel, Albrecht. Nays: Hellquist, Erickson, Larson.**

Railroad Trestle Bridge (#18-04)

Gray stated that the State Bridge Engineer recommended that the City permanently close the old railroad bridge over the Mississippi River due to various pilings that have sheared off. The City acquired the bridge in 2002 when the entire rail corridor was purchased from the Soo Line. The bridge was used as a snowmobile and pedestrian bridge crossing up until the new trail was constructed in 2008. Gray received the following quotes for removal of the bridge:

Aspen Construction	\$75,000
Reierson Construction	\$93,250

The contractor's quote includes the cost of hauling the material to Polk County landfill but not the tipping fees, which will be the City's responsibility. It is unknown what that cost will be but could potentially be \$10,000. Financing for the project is proposed to come from construction fund reserves.

City Attorney Felix advised that there leaving the bridge is a liability issue as it is an attractive nuisance. The City could sign it but how do you keep people off the bridge. He stated that removing the bridge minimizes the City's liability. Discussion followed regarding the other pilings that remain in the river from a previous bridge, which may become a hazard.

**Motion by Erickson, seconded by Larson, to award the quote for the railroad trestle bridge removal to Aspen Construction in the amount of \$75,000. Motion carried unanimously.**

Anne Street Sanitary Sewer Extension

Gray stated that the City received a request from Northern Dental Access Center to extend sanitary sewer for a planned addition to their facility. He stated that the addition would be located over their existing private septic system and make is unusable. He presented two options for the City to consider. Option 1 would extend the sewer main east to serve the Bemidji Ambulance lot and the Northern Dental. Option 2 would extend the sewer main all the way east to Greenleaf Avenue and would also provide services to the two lots east of Northern Dental. The estimated costs for Option 1 is \$50,000 and Option 2 is \$115,000. Gray proposed the establishment of a \$12,000 connection fee for each parcel that would be served by the sewer extension project. The remainder of the project costs would be funded from the sanitary sewer utility fund.

**Motion by Meehlhause, seconded by Erickson, to authorizing the City engineer to proceed with the Anne Street Sanitary Sewer Extension Project Option 2. Motion carried unanimously.**

**RESOLUTION NO. 6110: Establishing a Connection Fee of \$12,000 for Ann Street Sanitary Sewer Extension was offered by Councilmember Meehlhause, who moved its adoption, and upon due second by Councilmember Erickson was passed by unanimous vote.**

Cameron Park Stormwater Pond

Assistant City Engineer Anderson stated that as part of the City's MS4 permit through MPCA, the City is required to inspect our stormwater ponds on an annual basis and at times

maintained to meet required guidelines. At a minimum, all stormwater ponds must be maintained at least once within a 5-year period of time. The City received the following quotes for the removal of sediment from the Cameron Park stormwater pond:

Aspen Construction	\$34,859
Gladen Construction	\$23,485

In addition, the City will pay whatever refuse tipping fees are required by the landfill. This amount is unknown and hard to estimate but could be another \$10,000. Funding for the project is through the City's Stormwater Utility fund.

**Motion by Erickson, seconded by Hellquist, awarding the quote for the Cameron Park stormwater pond sediment removal to Gladen Construction in the amount of \$23,485. Motion carried unanimously.**

#### **ORDINANCE**

AN ORDINANCE Amending the Fee Schedule for 2018 was given a first reading.

#### **UPCOMING COUNCIL MEETINGS**

- Monday, Oct. 30      5:30 p.m.      Public Works Committee
- Monday, Nov. 6      6:00 p.m.      Council Meeting

#### **COUNCIL/STAFF REPORT**

- Council members provided updates on current events and meetings.

#### **PROPERTY DISCUSSION**

**Motion by Meehlhause, seconded by Plemel, to close this meeting in accordance with Minnesota Statute Section 13D.05, Subd. 3 for the purpose of reviewing confidential or non-public appraisal data relating to the acquisition of real property, as well as to develop or consider offers or counter-offers for the purchase of said property. All voted aye. The meeting closed at 8:00 p.m.**

The following were in attendance: City Council, City Manager, City Engineer, Finance Director, City Clerk, Bob Kiewatt.

**Motion by Meehlhause, seconded by Johnson, to reopen the meeting at 8:56 p.m. Motion carried.**

#### **ADJOURN**

There being no further business, motion by Meehlhause, seconded by Hellquist, to adjourn the meeting. Motion carried. Meeting adjourned at 8:56 p.m.

Respectfully submitted,

Kay M. Murphy  
City Clerk