

# ***BEMIDJI CITY COUNCIL*** ***CITY OF BEMIDJI***

## **NOTICE OF REGULAR MEETING OF CITY COUNCIL PURSUANT TO MINNESOTA STATUTES SECTIONS 13D.04 AND 13D.021**

### **NOTICE OF REGULAR MEETING OF CITY COUNCIL BY TELEPHONE OR OTHER ELECTRONIC MEANS**

**NOTICE IS HEREBY GIVEN** that the City Council of the City of Bemidji will hold a Regular Council Meeting and BEDA Meeting on Monday, November 2, 2020 at 6:00 p.m. at Bemidji City Hall.

In accordance with the requirements of Minn. Stat. Sections 13D.04 and 13D.021, Mayor Rita C. Albrecht, has determined that an in person meeting is not practical or prudent because of a health pandemic and Peace Time State of Emergency, declared under Chapter 12 of the Minnesota Statutes.

Because of the health pandemic and Peace Time State of Emergency, it has been determined that attendance at the regular meeting location by members of the public is not feasible.

Because of the health pandemic and Peace Time State of Emergency, it has been determined that the physical presence at the regular meeting location by at least one member of the body, chief legal counsel or chief administrative officer is not feasible.

Therefore, some or all of the City Council members may be participating by telephone or other electronic means.

**To join by video conference, go to Cisco Webex website ([www.webex.com](http://www.webex.com)), click on “join” in the upper right corner and enter information below (access will open at 5:30 p.m.):**



- **Meeting number (access code): 126 743 4528**
- **Meeting password: qPhSWdPk388 (77479375 from phones & video systems)**
  - **Click Join Meeting**

**To join by phone, dial: +1-408-418-9388. Follow the prompts and use the following access codes (access will open at 5:30 p.m.):**

- **Password: 126 743 4528**
- **Press # for no attendee ID number**

# BEMIDJI CITY COUNCIL AGENDA

Monday, November 2, 2020

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



## ROLL CALL

## PLEDGE OF ALLEGIANCE TO THE FLAG

## SWEARING IN CEREMONY – POLICE OFFICER

## PROCLAMATION – HUNGER AND HOMELESS AWARENESS WEEK

## AMENDMENTS TO AGENDA

### MINUTES

- |                             |                  |
|-----------------------------|------------------|
| 1) Special Council Meeting: | October 14, 2020 |
| Council Meeting:            | October 19, 2020 |
| Special Work Session:       | October 26, 2020 |
| Special BEDA Meeting:       | October 26, 2020 |

### 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 \$880,861.92
- 3) Claims Submitted by VenuWorks for the Sanford Center in the amount of \$6,934.39
- 4) Business License Renewals for 2021
- 5) Resolution Adopting Assessment Roll for Water/Sewer Deferred Assessment Fees (Connections Completed in 2020)
- 6) Approve Ottertail Power Underground Line Easement
- 7) Approve CARES Act Funding Allocations for October (\$147,071)
- 8) Approve Participation in Credit Enhancement Program
- 9) Approve Participation in LESO 1033 Program

### CITIZENS WITH BUSINESS BEFORE THIS COUNCIL – NOT ON AGENDA

**Public Comment** – Anyone seeking to address the council on an item not on the agenda, please provide your written comments to the City Clerk by 3:00 p.m. on Monday, November 2. Comments can be submitted by email at [cityclerk@ci.bemidji.mn.us](mailto:cityclerk@ci.bemidji.mn.us). You may also request a meeting invite by emailing the city clerk. During the meeting, please give your name, address and state your concern/comment.

**COMMENTS WILL BE TAKEN UNDER ADVISEMENT BY THE COUNCIL.**

### NEW BUSINESS

- 10) Consider Bemidji Volunteer Firefighters' Relief Association Pension Benefit

### ORDINANCES

- 11) Public Hearing of an Ordinance Amending Fee Schedule for 2021
  - Second Reading of Said Ordinance

### UPCOMING MEETINGS

- |                       |           |                                       |
|-----------------------|-----------|---------------------------------------|
| • Friday, November 13 | 3:30 p.m. | Canvassing Board                      |
| • Monday, November 16 | 6:00 p.m. | Council Meeting                       |
| • Monday, November 30 | 5:30 p.m. | Work Session (Water/Sewer Rate Study) |

### HOLIDAYS

- Wednesday, November 11 (Veteran's Day)
- Thursday and Friday, November 26-27 (Thanksgiving/Non Union Holiday)

### ADJOURN

**RE-CONVENE AS THE  
BEMIDJI ECONOMIC DEVELOPMENT AUTHORITY**

# **BEMIDJI ECONOMIC DEVELOPMENT AUTHORITY**

## **A G E N D A**

**November 2, 2020  
6:00 p.m. (or soon thereafter)  
City Hall**

1. CALL TO ORDER
  
2. CLOSE THE MEETING  
Pursuant to §13D.05, Subd. 3, for the purpose of developing or considering offers or counter-offers for the purchase or sale of real or personal property.
  
3. REOPEN THE MEETING
  
4. ADJOURN

# Proclamation

**WHEREAS**, for over 25 years, the National Coalition for the Homeless and National Student Campaign against Hunger and Homelessness, have sponsored National Hunger and Homelessness Awareness Week; and

**WHEREAS**, the purpose of the proclamation is to education the public about the many reasons people are hungry and homeless, including the shortage of affordable housing in Bemidji, Minnesota for very low- income residents; and

To encourage support for homeless and hunger assistance service provides as well as community service opportunities for students and school service organizations; and

**WHEREAS**, there are many organizations committed to sheltering and providing supportive services as well as meals and food supplies to people experiencing homelessness; and

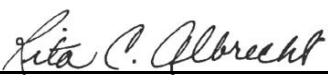
**WHEREAS**, the city of Bemidji recognize that hunger and homelessness continue to be a serious problem for individuals and families in Bemidji, Minnesota.

**NOW THEREFORE BE IT RESOLVED** that the Mayor of Bemidji, Minnesota hereby proclaims November 15-22, 2020:

## ***HUNGER AND HOMELESSNESS AWARENESS WEEK***

**BE IT FURTHER RESOLVED** that the Mayor encourages all citizens to recognize that many people do not have housing and food and need support from citizens, businesses and private/public nonprofit service entities.

**IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND OFFICIAL CITY OF BEMIDJI SEAL.**

  
\_\_\_\_\_  
Rita C. Albrecht, Mayor of Bemidji

**CITY COUNCIL PROCEEDINGS**  
**BEMIDJI, MINNESOTA**  
**Special Meeting – October 14, 2020**

Pursuant to due call and notice, a special meeting of the City Council of the City of Bemidji, Beltrami County, Minnesota, was held on Wednesday, October 14, 2020 at 4:00 p.m. in the Council Chambers of City Hall, Mayor Albrecht presiding via video and telephone conference.

Upon roll call, the following Councilmembers were declared present: Albrecht, Meehlhause (4:03), Peterson, Johnson, Rivera, Erickson.

Staff Present: City Manager, Nate Mathews, Finance Director Ron Eischens, City Attorney Alan Felix, Assistant City Attorney Katie Nolting, City Engineer Craig Gray, Assistant City Engineer Sam Anderson, City Clerk Michelle Miller

Others Present: Nancy Burke, Attorney with Saul Ewing, Casey Grabenstein, Attorney with Saul Ewing, Justin Maleson and Andrew Stulce with Longford Capital

Albrecht stated that the purpose of the meeting was to discuss with legal counsel threatened or pending litigation with regards to PFAS Contamination at Airport.

**Motion by Erickson, seconded by Meehlhause, to close the meeting in accordance with Minnesota Statute Section 13D.05, Subd. 3(b) for the purpose of discussing with the City's Attorney regarding threatened or pending litigation with regards to PFAS Contamination Airport. Motion carried unanimously. Meeting closed at 4:05 p.m.**

Council discussed pending or threatened litigation with regards to PFAS Contamination at the Airport in closed session.

**Motion by Erickson, seconded by Peterson, to reopen the meeting at 5:33 p.m. Motion carried unanimously.**

Council Action

**Motion by Erickson, seconded by Meehlhause, authorizing City management to negotiate a final term sheet with Longford Capital and Saul Ewing in pursuit of potential litigation and authorize City management to pursue litigation against 3M upon expiration of the tolling agreement. Motion carried by the following roll call vote: Yeas: Johnson, Albrecht, Erickson, Peterson, Meehlhause, Rivera.**

Adjourn

There being no further business, motion by Meehlhause, seconded by Peterson, to adjourn the meeting. Motion carried. Meeting adjourned at 5:34 p.m.

Respectfully submitted,



Michelle R. Miller  
City Clerk

**CITY COUNCIL PROCEEDINGS**  
**BEMIDJI, MINNESOTA**  
**Special Work Session – October 26, 2020**

Pursuant to due call and notice, a special work session of the City Council of the City of Bemidji, Beltrami County, Minnesota, was held on Monday, October 26, 2020 at 5:30 p.m. in the Council Chambers of City Hall, Mayor Albrecht presiding via video and telephone conference.

Upon roll call, the following Councilmembers were declared present: Albrecht, Meehlhause, Peterson, Johnson, Rivera, Erickson.

Staff Present: City Manager, Nate Mathews, Finance Director Ron Eischens, City Attorney Alan Felix, Assistant City Attorney Katie Nolting, City Engineer Craig Gray, City Clerk Michelle Miller

Others Present: Nancy Burke, Attorney with Saul Ewing, Casey Grabenstein, Attorney with Saul Ewing, Justin Maleson and Andrew Stulce with Longford Capital

Albrecht stated that the purpose of the meeting was to discuss with legal counsel threatened or pending litigation with regards to PFAS Contamination at Airport.

**Motion by Erickson, seconded by Meehlhause, to close the meeting in accordance with Minnesota Statute Section 13D.05, Subd. 3(b) for the purpose of discussing with the City's Attorney regarding threatened or pending litigation with regards to PFAS Contamination Airport. Motion carried unanimously. Meeting closed at 4:05 p.m.**

Council discussed pending or threatened litigation with regards to PFAS Contamination at the Airport in closed session.

**Motion by Erickson, seconded by Peterson, to reopen the meeting at 5:33 p.m. Motion carried unanimously.**

Felix stated that the closed meeting discussion required no public action from council as a result of this closed meeting.

**ADJOURN**

There being no further business, motion by Meehlhause, seconded by Peterson, to adjourn the meeting. Motion carried. Meeting adjourned at 5:34 p.m.

Respectfully submitted,



Michelle R. Miller  
City Clerk

**BEMIDJI ECONOMIC DEVELOPMENT AUTHORITY**  
**Special Meeting Minutes**  
**Monday, October 26, 2020**

Pursuant to due call and notice, a special work session of the City Council of the City of Bemidji, Beltrami County, Minnesota, was held on Monday, October 26, 2020 at 7:01 p.m. in the Council Chambers of City Hall, President Albrecht presiding via video and telephone conference.

Upon roll call, the following Commissioners were declared present: Albrecht, Meehlhause, Peterson, Johnson, Rivera, Erickson.

Staff Present: Nate Mathews, Ron Eischens, Alan Felix, Katie Nolting, Craig Gray, Michelle Miller

Others Present: Chris Hamilton with Lake-n-Woods Realty, Tim Mrazek and Josh Curb

President Albrecht stated that the purpose of the Special BEDA meeting was to review and discuss an offer for the purchase of land in the South Shore Development.

**Motion by Meehlhause, seconded by Peterson, to close the meeting in accordance with Minnesota Statute Section 13D.05, Subd. 3(b) for the purpose of development or considering offers or counter-offers for the purchase or sale of BEDA property. Motion carried unanimously. Meeting closed at 7:01 p.m.**

Commission members discussed an offer that was received for the purchase of land in the South Shore Development in closed session.

**Motion by Meehlhause, seconded by Peterson, to reopen the meeting. Motion carried unanimously. Meeting reopened at 8:45 p.m.**

Felix stated that an offer was received for the purchase of land in the South Shore Development and Commissioners directed BEDA staff to pursue a counter offer.

**ADJOURN**

There being no further business, motion by Peterson, seconded by Meehlhause, to adjourn the meeting. Motion carried. Meeting adjourned at 8:47 p.m.

Respectfully submitted,



Michelle R. Miller  
B.E.D.A. Secretary

# Bill List Summary

November 2nd, 2020

<u>Check /Wire</u>	<u>Vendor</u>	<u>Amount</u>
30968 - 31053	See Attached List	<u>880,861.92</u>
		\$ 880,861.92
	<b>TOTAL</b>	<b>\$ 880,861.92</b>



# Accounts Payable

## Blanket Voucher Approval Document

User: denisea  
Printed: 10/29/2020 - 9:39AM  
Warrant Request Date: 11/3/2020  
DAC Fund:



Batch: 00403.11.2020

### COUNCIL BILL LIST

Line	Claimant	Voucher No.	Amount
1	AC Analytical & Consulting	000030968	45.00
2	Acme Tools-Bemidji	000030969	398.00
3	Alltech Engineering Corp	000030970	4,290.00
4	American Solutions For Business	000030971	481.57
5	Anderson, Todd	000000000	76.99
6	Aramark	000030972	721.22
7	Armory Fund	000030973	150.00
8	Artisan Beer Company	000030974	1,211.10
9	Auto Value Bemidji	000030975	1.09
10	Barr Engineering Company	000030976	3,066.50
11	Bellboy Corporation	000000000	2,729.85
12	Beltrami County Auditor/Treasurer	000030977	337.08
13	Beltrami County Recorder	000030978	92.00
14	Beltrami County Solid Waste	000030979	115.42
15	Bemidji Coca-Cola Bottling Co, Inc	000030980	562.77
16	Bemidji Paper Sales, Inc.	000000000	943.05
17	Bernick's	000000000	31,967.78
18	Bessler Wiebolt Electric	000030981	3,745.00
19	Beverage Wholesalers	000030982	89.60
20	Bolton & Menk, Inc.	000030983	700.00
21	Bonded Lock & Key of Bemidji	000030984	95.00
22	Boyer Mechanical Services	000030985	331.00
23	Breakthru Beverage Minnesota Wine & Spirits, LLC	000030986	11,598.77
24	Cenex Fleetcard	000030987	16,446.70
25	City of Bemidji - ACH	000000000	38,685.36
26	Core & Main	000030988	11,435.45
27	Crete & Co.	000030989	750.00
28	Crime Stoppers of Minnesota	000030990	200.00
29	Crossroads Auto Glass	000000000	1,500.00
30	D & D Beverage, LLC	000000000	2,303.30
31	Dakota Supply Group, Inc.	000000000	52.37
32	Darrell's Auto Glass	000030991	25.00
33	DEMCO	000000000	154.06
34	Department of Public Safety	000030992	28.50
35	D-S Beverages	000030993	30,360.60
36	Ehlers & Associates, Inc.	000030994	15,000.00
37	Evolve Creative	000030995	264.00
38	Fenner, Kevin	000000000	38.28
39	Ferguson Enterprises #1657	000030996	19.95
40	Flagship Recreation, LLC	000030997	147.00
41	Forestedge Winery	000030998	378.00
42	Forum Communications Company	000000000	143.45
43	FROYD, SEAN	000030999	16.12
44	Galls, LLC	000031000	22.97

Page Total: \$181,719.90

Line	Claimant	Voucher No.	Amount
45	Grainger	000031001	25.06
46	Graphic FX	000031002	251.72
47	Guardian Pest Control, Inc	000031003	43.84
48	Hagman,Jeremy	000000000	129.99
49	Hawkins, Inc.	000000000	9,226.99
50	HEFFERNAN,PATRICK	000031004	5.99
51	Hoefer,David	000000000	150.00
52	HRP Small Engine & Powersport Repair	000031005	40.80
53	Ink Spot Press	000031006	630.41
54	Innovative Office Solutions, LLC	000031007	3,054.29
55	J.D. Hansen & Sons, Inc.	000031008	6,032.00
56	Jim Hirt Trucking, Inc	000031009	1,902.14
57	Joe's Northwoods Pest Control	000031010	107.50
58	Johnson Bros., Inc.	000031011	53,327.75
59	Kennedy & Graven Charter	000031012	292.50
60	Kimley-Horn & Associates, Inc.	000031013	1,797.30
61	Kitchigami Regional Library	000031014	71,581.00
62	Lake of the Woods County	000000000	3,871.01
63	Lakes Gas	000031015	50.00
64	Larson Environmental Consulting	000031016	1,600.00
65	LePier Shoreline & Outdoors Inc.	000031017	2,655.00
66	Lorenzi,Jospeh	000000000	230.00
67	Lou's Gloves	000031018	429.00
68	M&G Trailer Sales	000031019	4,523.55
69	Macqueen Equipment, Inc.	000000000	2,073.13
70	Maid In Bemidji, Inc.	000000000	785.00
71	Marco, Inc.	000000000	395.22
72	McCoy Construction & Forestry	000031020	9,500.00
73	McKinnon Co., Inc.	000031021	17,685.93
74	Menards-Bemidji	000000000	500.84
75	Meyer,Joshua	000000000	120.01
76	Miller,Kent	000000000	176.98
77	MJ Skid Steer	000031022	80.92
78	MN Dept of Revenue ACH	000000000	81,850.00
79	MN Energy Resources	000000000	1,568.09
80	MN Valley Testing Lab, Inc.	000000000	109.00
81	MoeCo Fire & Safety	000031023	62.40
82	MoreCom	000031024	4,750.00
83	NAPA Auto Parts	000000000	791.17
84	Nei Bottling, Inc.	000031025	296.40
85	Neopost-ACH	000000000	2,972.00
86	NLFX Professional	000031026	735.00
87	Northern Paving Inc.	000031027	679.80
88	Northern Technologies, LLC	000000000	5,695.00
89	Northwoods Ice, Inc.	000031028	76.80
90	NW Tire, Incorporated	000031029	591.96
91	Olson,Cory	000000000	240.00
92	Otter Tail Power Company	000031030	48,322.85
93	Paustis & Sons	000031031	825.00
94	Phillips Wine & Spirits	000031032	16,319.31
95	Port-Able John Rental & Service, Inc.	000000000	150.00
96	Portable Welding	000031033	200.00
97	Postmaster	000031034	448.50
98	PS Mow & Snow Co	000031035	65.00
99	RITE	000031036	173.93
100	RMB Environmental Laboratories, Inc.	000031037	734.00
101	RMC Truck Parts	000031038	52.00

Page Total: \$360,984.08

<b>Line</b>	<b>Claimant</b>	<b>Voucher No.</b>	<b>Amount</b>
102	Roger's Two Way Radio, Inc.	000031039	374.01
103	Sadeks Repair & Welding, Inc.	000031040	1,499.75
104	Smith,Christopher	000000000	129.99
105	Southern Glazer's of MN	000031041	33,938.92
106	Southside Tow & Rec, Inc	000031042	153.00
107	Sparky's Construction, Inc.	000031043	50,404.60
108	Streicher's	000031044	37,499.85
109	T & K Outdoors, Inc.	000031045	2,200.00
110	TC Lighting Supplies & Recycling, Inc	000031046	1,841.25
111	True Brands	000031047	282.78
112	UPS Store	000031048	47.07
113	Valvoline Instant Oil Change	000031049	92.76
114	Verizon Wireless	000031050	79.26
115	Vinocopia, Inc.	000000000	1,949.68
116	VisitBemidji	000000000	32,926.76
117	Visu-Sewer, Inc.	000031051	166,464.00
118	Wes Plumbing & Heating	000031052	6,797.49
119	Winebow	000031053	884.25
120	Ziegler, Inc.	000000000	352.52
121	Zothman,Michael	000000000	240.00
Page Total:			\$338,157.94
Grand Total:			\$880,861.92

## Sanford Center Unpaid Bills Detail

	Reference	Invoice Amount
Arrow Printing Inc.		313.20
	Door Signage	<b>313.20</b>
Cole Paper		609.23
	Softener Salt	<b>609.23</b>
I AVM		250.00
	I AVM Dues - Bobby Anderson	<b>250.00</b>
Moeco Fire & Safety		1,693.21
	Fire Extinguisher Inspection	<b>1,693.21</b>
NAPA		142.50
	Belt - Alternator	<b>142.50</b>
Network Services Company		59.62
	Operations Supplies	<b>59.62</b>
Quadient Leasing USA, Inc.		157.35
	Postage Meter Lease	<b>157.35</b>
T&K Outdoors, Inc.		500.00
	Blowout System	<b>500.00</b>
VenuWorks, Inc.		-1,225.69
	15% Reduction to Oct. Mgmt Fee	-1,454.92
	Reimburse Credit Card Charges*	<b>229.23</b>
Manual Checks & Debits		4,434.97
City of Bemidji	Utilities	1,573.34
Minnesota Department of Revenue	Sales Tax Remittance	414.00
Constellation NewEnergy - Gas Division, LLC	Utilities	2,447.63
<b>Grand Total</b>		<b>6,934.39</b>

\*Credit Card Charges

Door Signage	36.31
Administration	192.92
<b>Total</b>	<b>229.23</b>

Reviewed by Sanford Center Finance Subcommittee on 10/28/20

# GENERAL BUSINESS LICENSES - 2020

Type of License	Business Name	Business Location	Fee Paid
<b>Cigarette/Tobacco Products</b>			
	BEMIDJI SMOKE SHOP INC.	550 PAUL BUNYAN DR NW	\$85.00
<b>Hotel/Motel</b>			
	AMERICINN BY WYNDAM BEMIDJI	1200 PAUL BUNYAN DR NW	\$65.00
	DOUBLETREE HOTEL	115 LAKE SHORE DRIVE NE	\$65.00
	HAMPTON INN & SUITES	1019 PAUL BUNYAN DR S	\$65.00
<b>Photographer</b>			
	IMAGE PHOTOGRAPHY & FRAMING, INC.	WITHIN BEMIDJI CITY LIMITS	\$40.00
<b>Plumber</b>			
	WES' PLUMBING & HEATING	WITHIN BEMIDJI CITY LIMITS 002830PM	\$95.00
	WRIGLEY MECHANICAL, INC.	WITHIN BEMIDJI CITY LIMITS PM038941	\$95.00
<b>Restaurant/Food Service</b>			
	ARAMARK (Hobson)	BSU-HOBSON STUDENT UNION	\$35.00
	ARAMARK (NW Technical)	NORTHWEST TECHNICAL COLLEG	\$35.00
	ARAMARK (Walnut)	BSU - WALNUT HALL	\$35.00
	BIG RIVER SCOOP	219 BEMIDJI AVENUE N	\$35.00
	BUON CIBO FOOD TRUCK	WITHIN BEMIDJI CITY LIMITS MOBILE VENDOR	\$35.00
	CANTABRIA COFFEE COMPANY	211 2ND STREET NW	\$35.00

Type of License	Business Name	Business Location	Fee Paid
	CARIBOU COFFEE	2219 PAUL BUNYAN DR NW, SUITE	\$35.00
	DOMINO'S	701 PAUL BUNYAN DR NW	\$35.00
	DOUBLETREE HOTEL	115 LAKE SHORE DRIVE NE	\$35.00
	HEROES RISE COFFEE COMPANY	1426 BEMIDJI AVE N #8	\$35.00
	JIMMY JOHNS	1000 PAUL BUNYAN DRIVE NW SUI	\$35.00
	KENTUCKY FRIED CHICKEN	1210 PAUL BUNYAN DR NE	\$35.00
	LITTLE CAESARS PIZZA	1506 PAUL BUNYAN DR NW	\$35.00
	McDONALD'S (North)	1245 PAUL BUNYAN DR NW	\$35.00
	McDONALD'S (South)	520 PAUL BUNYAN DR SW	\$35.00
	MINNESOTA NICE CAFÉ, INC.	315 IRVINE AVENUE NW	\$35.00
	NEW SUPER BUFFET OF BEMIDJI, INC.	2450 PAUL BUNYAN DR NW	\$35.00
	PERKINS FAMILY RESTAURANT	1120 PAUL BUNYAN DR NW	\$35.00
	QDOBA MEXICAN GRILL	1000 PAUL BUNYAN DR S	\$35.00
	STARBUCKS COFFEE #51756	1811 PAUL BUNYAN DR NW	\$35.00
	TACO BELL #15843	515 PAUL BUNYAN DR NW	\$35.00
	TACO JOHNS	1285 PAUL BUNYAN DR NW	\$35.00

Type of License	Business Name	Business Location	Fee Paid
	<b>WILD HARE BISTRO &amp; COFFEEHOUSE</b>	<b>523 MINNESOTA AVE NW</b>	<b>\$35.00</b>
<b>Tree Service</b>	<b>LAKE STATES TREE SERVICE INC.</b>	<b>WITHIN BEMIDJI CITY LIMITS</b>	<b>\$65.00</b>
<b>Used Car Lots</b>	<b>BEMIDJI CHRYSLER CENTER</b>	<b>755 PAUL BUNYAN DR NW</b>	<b>\$65.00</b>

# RESOLUTION NO.

## A RESOLUTION ADOPTING ASSESSMENT ROLL FOR WATER/SEWER DEFERRED ASSESSMENT FEES (Connections Completed in 2020)

**WHEREAS**, certain property owners have petitioned the City of Bemidji, in writing, for connection of water and/or sewer utilities to their respective properties; and

**WHEREAS**, petitioners have consented to have deferred assessment fees certified to the County Auditor as an assessment to be levied and paid with real estate property taxes at the rate of 3.25% interest per year, the first amount being payable in the year 2021; and

**WHEREAS**, petitioners have voluntarily waived the requirement for notice and public hearing and all other rights in and to formal proceedings, including appeal of the assessment, normally associated with assessment procedures under Minnesota Statutes Chapter 429.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BEMIDJI, MINNESOTA:**

Such proposed assessment, a copy of which is on file in the office of the City Clerk, is hereby accepted and shall constitute a special assessment against the lands named therein.

The City Clerk shall transmit a certified copy of these assessments to the County Auditor to be extended on the property tax lists of the County. Such assessments shall be collected and paid over in the manner as other municipal taxes.

The foregoing resolution was offered by Councilmember \_\_\_\_\_, who moved its adoption, and on due second by Councilmember \_\_\_\_\_, was passed by the following vote:

YEAS:  
NAYS:  
ABSENT:

PASSED: November 2, 2020

ATTEST:

APPROVED:

\_\_\_\_\_  
Michelle R. Miller, City Clerk

\_\_\_\_\_  
Rita C. Albrecht, Mayor



THIS INSTRUMENT WAS DRAFTED BY  
AND UPON RECORDING RETURN TO:  
OTTER TAIL POWER COMPANY  
P.O. BOX 496  
FERGUS FALLS, MN 56538-0496  
218-739-8200

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THE SPACE ABOVE THIS LINE IS RESERVED FOR RECORDING PURPOSES.

EASEMENT NO.  
W.O. NO. 135850

### UNDERGROUND LINE EASEMENT

The undersigned, **CITY OF BEMIDJI, MINNESOTA**, a municipal corporation under the laws of the State of Minnesota, ~~formerly known as the Village of Bemidji, of 317 4<sup>th</sup> Street NW, Bemidji, Minnesota, 56601~~ individually or collectively, hereafter “**Grantor**”) for good and valuable consideration paid to Grantor by **Otter Tail Power Company**, a Minnesota corporation, of Fergus Falls, Minnesota, (“**Grantee**”) does hereby grant to Grantee, and its successors and assigns, a perpetual and irrevocable easement (the “**Easement**”) for the installation above or below ground, extension, operation, maintenance, and repair or removal of an underground electric distribution, ~~streetlighting, and communication~~ system including the necessary cables, pedestals, standards, transformers, padmount transformer bases, ~~riser poles, anchors,~~ and other fixtures and apparatus in connection therewith (Electric Line) through, over, under and across the certain lands situated in the County of **Beltrami**, State of **Minnesota**, described on the attached Exhibit A (the “**Premises**”). The Easement shall be limited to that certain part of the Premises described on the attached Exhibit B (the “**Easement Area**”).

Grantor hereby grants to Grantee an easement to enter upon the Premises to survey for and locate the Electric Line. Grantor hereby grants to Grantee an easement for ingress and egress over and across the Premises to the Easement Area, by means of existing ~~field roads and lanes,~~ if any, otherwise, by the use of the most reasonable and feasible route selected by Grantee in its reasonable discretion. The Grantor hereby grants to Grantee a temporary easement for use by Grantee of the Premises adjacent to the Easement Area from time to time during construction, repair, replacement or upgrade of the Electric Line. All Electric Lines installed and placed by or on behalf of Grantee in the Easement Area shall remain the property of Grantee.

Grantor shall not erect any buildings, structures or other objects, permanent or temporary, upon the Easement Area. Grantor further agrees not to plant any trees within the Easement Area without the prior express written approval from Grantee, nor to perform any act which will interfere with or endanger the Electric Line. ~~Grantor hereby grants to Grantee the right to remove any trees that are located within the Easement Area.~~

Grantor reserves the right to cultivate, use and occupy the Easement Area in a manner that is not inconsistent with Grantee's rights granted herein.

~~The term of this instrument and the easements and other rights granted herein is perpetual.~~

~~Grantee shall have the right to assign all or any portion of the easements, this instrument, or the Electric Line on either an exclusive or nonexclusive basis to one or more entities. Upon such assignment,~~ Grantee may appoint an administrative agent for Grantee (the "**Administrative Agent**"). The Administrative Agent may be designated to act on behalf of Grantee for certain matters relating to this instrument. The Grantee shall notify Grantor if an Administrative Agent is appointed. Grantor shall rely on the actions of the Administrative Agent as Grantee hereunder until Grantor is notified by the Administrative Agent that a new Administrative Agent has been appointed.

Grantor covenants for the benefit of Grantee, its successors and assigns, that Grantor is the owner of the Premises and has the right to convey easements as set forth herein.

The easements and covenants contained in this instrument shall run with and against the Premises. It is mutually understood and agreed that this instrument covers all the agreements and stipulations between the parties and that the terms herein may only be modified in writing. This instrument shall be governed by the laws of the state in which the Premises is located.

**The remainder of this page has been intentionally left blank.**

IN WITNESS WHEREOF, the undersigned has caused this instrument to be duly executed as of the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**GRANTOR**

**CITY OF BEMIDJI**

By \_\_\_\_\_

Its \_\_\_\_\_

By \_\_\_\_\_

Its \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
 )SS  
COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2020, before me a Notary Public personally appeared \_\_\_\_\_ and \_\_\_\_\_, who being each by me duly sworn did say that they are, respectively, the \_\_\_\_\_ and \_\_\_\_\_, of the **City of Bemidji, a municipal corporation under the laws of the State of Minnesota, ~~fka the Village of Bemidji~~**, the municipal corporation named in the foregoing instrument, and that said instrument was executed in behalf of the municipal corporation and they acknowledged said instrument to be the free act and deed of said municipal corporation.

(SEAL)

Notary Public \_\_\_\_\_  
My Commission Expires \_\_\_\_\_

**EXHIBIT A**  
**THE PREMISES**

**Beltrami County, State of Minnesota**

**Lots Numbered Eleven (11) and Twelve (12) in Block Ten (10), in the ORIGINAL TOWNSITE OF BEMIDJI according to the plat thereof on file and of record in the Office of the Register of Deeds in and for said County of Beltrami, Minnesota.**

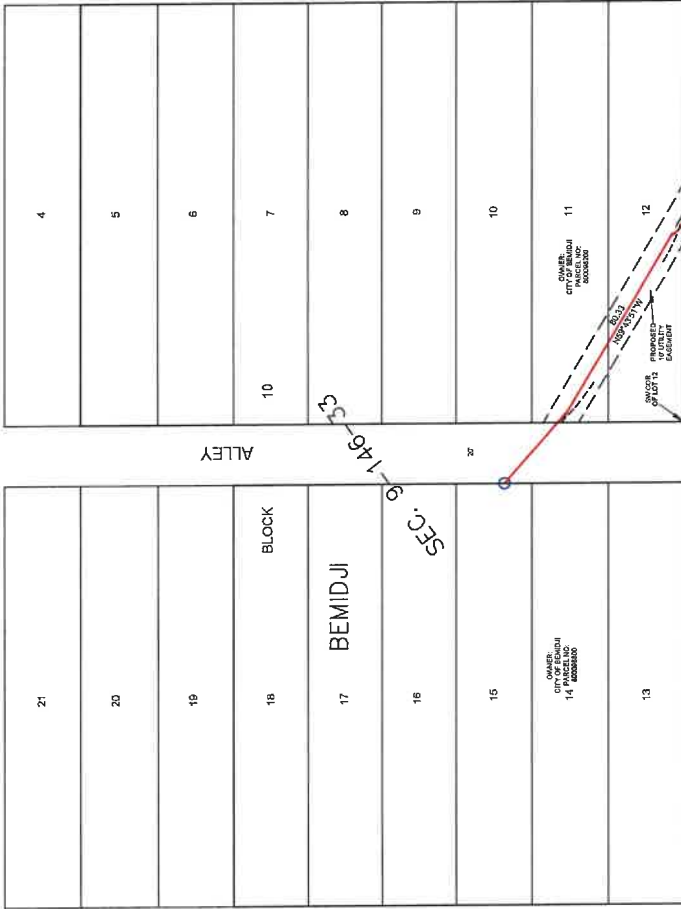
**EXHIBIT B**  
**THE EASEMENT AREA**

**A 10.00 foot easement for electrical line purposes over, under, and across all that part of Lots 11 and 12, Block 10, in the ORIGINAL TOWNSITE OF BEMIDJI according to the recorded plat thereof in Section 9, Township 146 North, Range 33 West, Beltrami County, Minnesota, being 5.00 feet on each side of the following described centerline:**

**Commencing at the southwest corner of said Lot 12; thence on an assumed bearing of North 89 degrees 59 minutes 04 seconds East along the south line of said Lot 12 a distance of 69.37 feet to the point of beginning of the centerline to be described; thence North 59 degrees 43 minutes 51 seconds West a distance of 80.33 feet to the west line of said Lot 11 and there terminating.**

**The sidelines of said easement shall be lengthened or shortened to terminate on said south line of Lot 12 and on said west line of Lot 11.**

# 2020 BEMIDJI, MN - EV CHARGER UGE



REVISIONS ARE BASED ON BEHNSM 6571 COUNTY CAPACITIES 2011  
ADJUSTMENTS AS DETERMINED BY THE INDOT CORRIDOR NETWORK

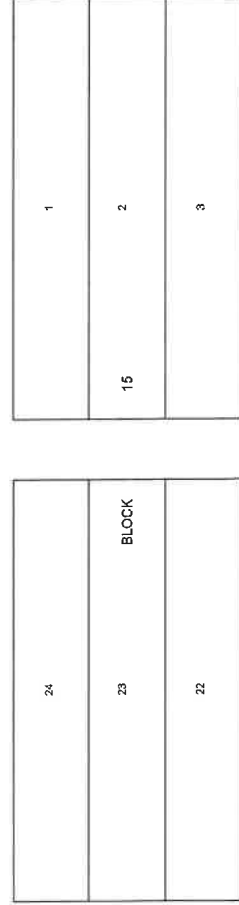
- LEGEND
- DENOTES IRON MONUMENT FOUND
  - DENOTES EXISTING OVERHEAD ELECTRIC LINE
  - DENOTES EXISTING UNDERGROUND ELECTRIC LINE
  - DENOTES EXISTING GUY WIRE
  - DENOTES PROPOSED OVER-HEAD ELECTRIC LINE
  - DENOTES PROPOSED POWER POLE
  - DENOTES PROPOSED GUY WIRE
  - DENOTES EXISTING UNDERGROUND ELECTRIC LINE
  - ▲ DENOTES EXISTING TRANSFORMER
  - ▲ DENOTES EXISTING JUNCTION BOX
  - ▲ DENOTES EXISTING PEDESTAL
  - ▲ DENOTES PROPOSED UNDERGROUND ELECTRIC LINE
  - ▲ DENOTES PROPOSED TRANSFORMER
  - ▲ DENOTES PROPOSED JUNCTION BOX
  - ▲ DENOTES PROPOSED PEDESTAL
  - DENOTES EXISTING PARCEL BOUNDARY
  - DENOTES EXISTING FACILITIES TO BE REMOVED

MINNESOTA AVENUE NW

ALLEY

AMERICAN AVENUE NW

4TH STREET NW



# EASEMENT PAYMENT AGREEMENT

Easement No.  
WO No. 135850

OTTER TAIL POWER COMPANY hereby agrees to pay and the undersigned Landowner hereby agrees to accept the sum of ZERO DOLLARS (\$0) and other considerations consisting of NONE; in full payment for the right of easement upon the land described in **Exhibit A** of the Electric Line Easement form attached, in the County of **Beltrami** and State of **Minnesota**.

Payment under this agreement will be mailed to the undersigned Landowner not later than 60 days after the easement has been signed.

Easement payment \$ 0

Otter Tail Power Company agrees that after construction of the electric line is completed, Otter Tail Power Company will review and settle just claims for damage to land, crops, or fences resulting from the construction or maintenance of said electric line.

The Landowner, undersigned, hereby acknowledges receipt of a copy of this Payment Agreement and of the grant of easement herein referred to.

Dated \_\_\_\_\_, 2020.

OTTER TAIL POWER COMPANY

By \_\_\_\_\_  
Vicki Severson – Representative

## CITY OF BEMIDJI

By \_\_\_\_\_

By \_\_\_\_\_

Its \_\_\_\_\_

Its \_\_\_\_\_

Mail to: **CITY OF BEMIDJI**  
317 4<sup>th</sup> Street NW  
Bemidji, Minnesota, 56601

Tax ID/Soc. Sec.# (Not applicable)

## PAYMENT RECORD

Check No. (Not applicable) Date (Not applicable) Amount (Not applicable)

USE OTHER SIDE FOR REMARKS – OVER

**COUNCIL AGENDA ITEM**

**Meeting Date:** November 2, 2020

**Action Requested:** Approve CARES Act Funding for October

**Prepared By:** Ron Eischens, Finance Director *Ron*

**Reviewed By:** Nate Mathews, City Manager

On October 19th Council approved allocation of \$1,017,840 of COVID Funding for staff time, technology equipment and PPE purchases for March 1<sup>st</sup> to September 30th.

The next reporting cycle covers the month of October. Continuing with allocation for staff time, PPE and technology equipment to allow remote teleworking capabilities, October expenditures are listed below:

**CARES Relief Fund  
10/31/2020**

		Amount Received	<u>\$1,164,911</u>		
<b>MN Reporting Type</b>	<b>Description</b>		<b>Previously Allocated</b>	<b>October Allocation</b>	<b>Cumulative Total</b>
Protective Equip	PPE/Supplies		56,787	39,628	96,415
Telework Capabilities	Technology Equipment		1,175	17,076	18,251
Payroll - Public Health	Police		681,422	87,740	769,162
Payroll - Public Health	Fire - (58% City Share)		15,595	-	15,595
Payroll Expenses	Admin personnel duties		262,861	2,627	265,488
<b>TOTAL</b>			<u>1,017,840</u>	<u>147,071</u>	<u>1,164,911</u>
Balance Remaining			147,071	147,071	-

In consultation with the League of MN Cities, a basis for the allocation of CARES Act Relief Funding is as follows:

- 1) **\$96,415 - Supplies/personal protective equipment** for all city departments including the Sanford Center – items include protective shields, sanitizer, disinfectant, wipes, signage, building modifications, gloves and face masks. As eligible in accordance with the Federal CRF Guidance dated June 20, 2020 see below:

**2) \$18,251 – Technology equipment**

Purchase laptop computers and technology equipment to allow certain employees the ability to work remotely.

**3) \$769,162 – Police Public Safety payroll expenses (33%)  
\$ 15,595 – Fire Public Safety payroll expenses (5% of City funded portion)**

Police Chief/Captain/Sergeants/Patrol officer time. COVID19 resulted in significant change in activities including, but not limited to: reduced community policing, mental health calls, weekly COVID meetings, adjusting work schedules, locating and purchasing PPE, domestic disturbances, order protection, and domestic abuse no contact order violations. Patrol implemented a number of changes to processes to ensure social distancing and enhanced sanitation protocols, such as responding to medicals and vehicle releases.

The Fire Department took enhanced sanitation and social distancing measures to provide the ability to respond to emergency calls. Schedule and working conditions were altered so not all firefighters were at the station at the same time when responding to a call and separating firefighters to prevent them from being in the same place at the same time.

**4) \$265,488 – Personnel substantially different.** Each of the following positions and job duties have been substantially different than the job duties and tasks contemplated within the 2020 budget and have been significantly altered from what was intended.

- City Manager
  - Response coordination
  - COVID19 strategic planning
  - Assisting City Council in response
  - COVID19 policy development
  - Communication to public and staff
  - Responding to employee and citizen concerns
  - Review of city-wide COVID109 planning and actions
- Finance Director
  - Response coordination
  - Managing and accounting for COVID19 expenses
  - Attending various webinars and meetings regarding COVID19
- Public Works Director
  - Response coordination
  - Assisting administration in response
  - COVID19 policy development
  - Communication to staff and public
  - Responding to employee and citizen concerns



- Preparation/coordination of staff scheduling and remote working issues
- Legal Staff
  - Policy development
  - Advising City administration on issues
  - Researching and drafting emergency declaration orders
  - Coordinating with State District court about COVID procedures
  - Attend meetings
  - Prepare memorandums
- Accountant/HR Technician/City Clerk
  - Learning and researching COVID19 employment and benefit rules
  - Drafting policies and creating forms
  - Educating City employees on payroll and benefit impacts
  - Tracking employee leave
  - Managing elections impacted by COVID
- Parks and Recreation Director/Recreation Coordinator
  - Facilities; closing/reopening; cleaning/sanitizing; signage
  - COVID impact awareness/education/coordination
  - Webinars, training and reading
  - Staffing policies and scheduling, new policies and procedures
  - Public response
  - Programming changes and alternatives and communication to public
- Planning Director
  - Establishing web based meeting platform
  - Attend meetings and webinars
  - Establish policies and procedures for staff
  - Purchasing PPE
- Building and Rental Staff
  - Building maintenance and staff scheduling
  - Building safety protocols and training
  - Rental program procedure changes

### **RECOMMENDATION:**

Approve allocation of CARES Act Funding as summarized on page one for COVID related costs during the month October of \$147,071, which fully reports the expenditure of COVID funds received by the City.

COVID dollars were received and recorded in the General Fund but spent by various departments and funds, including the Sanford Center. As part of the annual budget adjustment process completed in November, COVID dollars will be transferred to each fund for their respective share of COVID costs.

# COUNCIL AGENDA ITEM



**Meeting Date:** November 2, 2020

**Action Requested:** Approve participation in credit enhancement program

**Prepared By:** Ron Eischens, Finance Director *Ron*

**Reviewed By:** Nate Mathews, City Manager

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The plan is for the City to issue approximately \$4 million worth of revenue bonds in early December (plus issuance costs) to finance a portion of the \$7.3 million near-term water treatment plant cost. In order to obtain potentially lower interest rates, staff recommend participation in the Credit Enhancement Program (CEP) administered by the Minnesota Public Facilities Authority (PFA), as described below:

**Brief Description of the Program:**

*Administered by the Minnesota Public Facilities Authority (PFA), the Credit Enhancement Program provides limited state bond guarantees, which result in higher credit ratings for cities and lower interest rates. Cities issuing debt for the construction, improvement or rehabilitation of wastewater, drinking water, or storm water facilities can apply and enter into an agreement to comply with the requirements of state law.*

In order to obtain program benefits described above, the City must pass the attached resolution to apply to PFA for participation.

**Recommendation:**

Approve the attached resolution to apply for participation in the CEP through the PFA to obtain the benefits described above.

Extract of Minutes of Meeting of the  
City Council of the City of Bemidji, Minnesota

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Bemidji, Minnesota, was duly held at the City Hall in said City on Monday, the 2nd day of November, 2020 at 6:00 p.m.

The following members were present:

and the following were absent:

\* \* \*                      \* \* \*                      \* \* \*

The Mayor announced that the meeting was opened to consider matters relating to the sale of approximately \$4,000,000 General Obligation Water Revenue Bonds, Series 2020 of the City, including an application to the Minnesota Public Facilities Authority for participation in its Credit Enhancement Program.

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE SALE OF APPROXIMATELY \$4,000,000  
GENERAL OBLIGATION WATER REVENUE BONDS, SERIES 2020  
AND AUTHORIZING EXECUTION OF  
MINNESOTA PUBLIC FACILITIES AUTHORITY  
CREDIT ENHANCEMENT PROGRAM AGREEMENT

BE IT RESOLVED by the City Council of the City of Bemidji, Minnesota, as follows:

1. Proposed Bonds. To provide funds for the construction of a new water treatment plant and the payment of costs of issuance, it is hereby determined that it is necessary and expedient that the City forthwith issue its General Obligation Water Revenue Bonds, Series 2020, in the aggregate principal amount of approximately \$4,000,000. The Bonds shall be sold on the basis of competitive proposals. The Bonds are being issued pursuant to Minnesota Statutes, Section 444.075 and Chapter 475. The paying agent for the Bonds will be U.S. Bank National Association.

2. Credit Enhancement Program Agreement. To facilitate the sale of the Bonds, the City shall apply to the Minnesota Public Facilities Authority for participation in its Credit Enhancement Program. The form of Credit Enhancement Program Agreement is approved and the Mayor and City Manager shall execute and deliver the Agreement and the City shall perform the terms thereof. The City hereby covenants and obligates itself to notify the Public Facilities Authority of any potential default in the payment of the principal of or interest on the Bonds and to perform all of its obligations under the Agreement and Minnesota Statutes, Section 446A.086. The City shall deposit with the Paying Agent three business days prior to each payment date an amount sufficient to make the payment due on each such date or to notify the Public Facilities Authority that it will be unable to make all or a portion of that payment. The City's agreement with the Paying Agent shall include the provisions required by said Section 446A.086. The City shall do all other things which may be necessary to perform the obligations hereby undertaken under said Section 446A.086, including any requirements adopted by the Public Facilities Authority.

3. Bond Sale. Proposals for the sale of the Bonds will be received on Monday, December 7, 2020, by 12:00 p.m. at the offices of PFM Financial Advisors, LLC. The City Council will meet at its regular meeting the same day for the purpose of considering the proposals and awarding the sale of the Bonds.

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_ and upon vote being taken thereon the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA     )  
  )  SS.  
CITY OF BELTRAMI         )

I, the undersigned, being the duly qualified and acting City Clerk of the City of Bemidji, Minnesota, hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of the City Council of said City held November 2, 2020, with the original thereof on file and of record in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to General Obligation Water Revenue Bonds, Series 2020 of the City.

WITNESS My hand officially as such City Clerk, this \_\_\_\_\_ day of November, 2020.

\_\_\_\_\_  
City Clerk

# **COUNCIL AGENDA ITEM**



**Meeting Date: November 2 2020**

**Action Requested: Approve participation in LESO 1033 Program**

**Prepared By: David LaZella, Captain**

**Reviewed By: Nate Mathews, City Manager**

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The Bemidji Police Department has been offered participation in the US Department of Defense's Law Enforcement Support Office "1033" program. The Secretary of Defense is authorized by 10 USC § 2576a to transfer to Federal and State/Territory Law Enforcement Agencies (LEAs), personal property that is excess to the needs of the DoD, and, that the Secretary determines is suitable to be used by such agencies in law enforcement activities.

The Secretary of Defense has delegated authority for management of this program to the Defense Logistics Agency. DLA defines law enforcement activities as activities Performed by governmental agencies whose primary function is the enforcement of applicable Federal, State/Territory, and local laws and whose compensated law enforcement officers have powers of arrest and apprehension. This program is known as the Law Enforcement Support Program and commonly referred to as the "LESO Program" or "1033 Program" and is administered by DLA Disposition Services, LESO.

The Bemidji Police Department seeks to utilize the LESO 1033 program to acquire, free of purchase cost, items such as cold weather gear, search and rescue optics and miscellaneous safety items. BPD does not plan to seek or acquire any vehicles or aircraft from this program. The only cost to BPD for any items obtained is shipping and handling from the point of origin.

**Recommendation:**

Staff recommends City Council authorize the Chief of Police or Police Captain to enter into agreement with the DLA, State of Minnesota, US Dept of Defense or any other agency related to the LESO 1033 program for the purpose of acquisition of DoD property.

# **COUNCIL AGENDA ITEM**



**Meeting Date:** November 2, 2020

**Action Requested:** Consider 2021 Bemidji Volunteer Firefighters' Relief Association (FRA) Pension Benefit

**Prepared By:** Public Affairs Committee

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## **Background**

City staff have been discussing the 2021 pension benefit level with FRA officials. On October 19th the Public Affairs Committee met to discuss this issue and the FRA proposal. Attached is the agenda item from this meeting.

Public Affairs Committee approved the recommendation for a benefit level increase to \$7,850, or 7%, effective January 1, 2021 as was the understanding from the previous year. In addition, there is a mutual understanding that future increases, if any, will be annual reviewed by FRA Trustees and the Public Affairs Committee.

## **Recommendation:**

Public Affairs Committee recommends approval of FRA requested benefit level increase to \$7,850 effective January 1, 2021, including amending FRA by-laws reflecting this change (see attached).

## **MEMO FROM THE BEMIDJI PIONEER VOLUNTEER FIRE DEPARTMENT RELIEF ASSOCIATION**

On 12/31/2019 audited Relief financials had approximately \$4,000,000 in assets and \$3,300,000 in liabilities base on the Relief's internal benefit level of \$8,150 per year of service, leaving the account about 122% over-funded.

The City and LGU's are currently guaranteeing a generous, but lesser, benefit level of \$7,337 per year of service, or about 134% overfunding.

The relief is currently requesting a 7% increase in the municipal guarantee to \$7,850, which if substituted in for \$7,337 value on 12/31/2019 would have left about 125% overfunding.

For transparency, the Relief also has a separate motion in front of our membership to raise our internal benefit level to \$8,750. Based on our current demographics and the \$8,750 benefit level it is projected that each year the relief will have an additional \$340,000 in liabilities and operating costs. The relief currently receives approximately \$200,000 in state supplemental and state aid dollars for fire pensions. With a conservative market return estimate of 4% on \$4,000,000 we will return approximately \$160,000 per year. This return plus state aid dollars covers the annual liability costs of the \$8,750 benefit level.

Our 9/30/20 fund balance was approximately \$4,300,000, this amount does not include the \$200,000 state aid dollars as they arrived in October.

Ben Hein, President  
Karl Mork, Treasurer



# CITY OF BEMIDJI

## ORDINANCE NO. , 3<sup>rd</sup> SERIES

AN ORDINANCE AMENDING THE BEMIDJI CITY CODE,  
ADOPTING AN AMENDED FEE SCHEDULE FOR 2021

THE CITY OF BEMIDJI DOES ORDAIN:

**Section 1. Amended Fee Schedule.** The collection of fees shall be in accordance with the attached fee schedule effective January 1, 2021.

**Section 2. Publication of Ordinance.** This Ordinance shall become effective 30 days after its passage and due publication thereof.

Yeas:

Nays:

Absent:

First Reading: October 19, 2020

Second Reading:

Final Reading:

ATTEST:

APPROVED:

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Michelle R. Miller, City Clerk

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Rita C. Albrecht, Mayor

# 2021 FEE SCHEDULE

As of January 1, 2021

DESCRIPTION	CURRENT FEE	2021 FEE Note: new or increased fee is in <b>BOLD</b> print
<b>BUILDING DEPARTMENT</b>		
<b>Building/Mechanical Permits:</b> Industrial, Commercial, Multi-family Residential, Single-family and additions	ATTACHED FEE SCHEDULE plus 65% plan review fee (valuation based on current state of MN building valuation data) plus State Surcharge Fee	ATTACHED FEE SCHEDULE plus 65% plan review fee (valuation based on current state of MN building valuation data) plus State Surcharge Fee
Demolition Building Permit – Residential	\$50.00/each	\$50.00/each
Demolition Building Permit - Commercial	\$100.00/each	\$100.00/each
Temporary Structure Permit (180 days)	\$50.00/each	\$50.00/each
<b>RENTAL PROPERTY BUSINESS LICENSE/PERMIT</b>		
1 unit residential	\$100.00/annual	\$100.00/annual
Duplex residential (2 units)	\$150.00/annual	\$150.00/annual
Multi-Unit Residential Buildings: 3-6 units 7-10 units 11-12 units 13-24 units 25 units & Up	\$200.00 per bldg/annual \$300.00 per bldg/annual \$360.00 per bldg/annual \$500.00 per bldg/annual \$700.00 per bldg/annual	\$200.00 per bldg/annual \$300.00 per bldg/annual \$360.00 per bldg/annual \$500.00 per bldg/annual \$700.00 per bldg/annual
Re-inspection fee for Third & each additional inspection required for compliance	\$100.00/each	\$100.00/each
Complaint-based inspection (with validated violation)	\$100.00/each	\$100.00/each
Late Rental Registration Penalty	\$100.00/each	\$100.00/each
Reinstatement Fee of Suspended Rental License	\$500.00/each	\$500.00/each
First-time Rental Registration Fee (Rental Initiation Fee)	\$400.00/each not including first year registration	\$400.00/each not including first year registration
Failure to Transfer Ownership Penalty	\$100.00/each	\$100.00/each
Operating without a License Penalty	\$500.00/each	\$500.00/each
Rental Appeal	\$200.00/each	\$200.00/each
Failure to Designate a Local Manager	\$100.00/each	\$100.00/each
<b>CITY CLERK BUSINESS LICENSE FEES</b>		
Adult Entertainment/Investigation Fee	\$75.00/first time	\$75.00/first time
Adult Entertainment Establishment	\$230.00/year	\$230.00/year
Adult Entertainment Establishment (late fee)	\$30.00/each	\$30.00/each
Amusement Devices	\$30.00/each	\$30.00/each
Amusement Rides	\$55.00/year	\$55.00/year
Billiards/Pool/Card Tables (per table)	\$20.00/year	\$20.00/year
Bowling Alley (per lane)	\$20.00/year	\$20.00/year
Carnival/Circus	\$240.00/year	\$240.00/year
Christmas Tree Lot	\$35.00/year	\$35.00/year
Cigarette/Tobacco Sales/E-Cigarette Sales	\$85.00/year	\$85.00/year
Dancer (Adult)	\$30.00/year	\$30.00/year
Dances (in lounge)	\$240.00/year	\$240.00/year
Dances (other)	\$95.00/year	\$95.00/year
Delivery Service	\$40.00/year	\$40.00/year
Fairs (Artisan, Craft)	\$75.00/year	\$75.00/year

Fireworks (Exclusive)	\$350.00/year (Set by State)	\$350.00/year (Set by State)
Fireworks (Non-Exclusive)	\$100.00/year (Set by State)	\$100.00/year (Set by State)
Fuel Plant/Bulk Storage (>25,000 gallons)	\$95.00/year	\$95.00/year
Fuel Plant/Bulk Storage (<25,000 gallons)	\$35.00/year	\$35.00/year
Gas Station (per pump)	\$35.00/year	\$35.00/year
Horse Drawn Carriage/Livery Service	\$65.00/year	\$65.00/year
Hotel/Motel	\$65.00/year	\$65.00/year
Massage Establishment	\$120.00/year	\$120.00/year
Massage Therapist	\$120.00/year	\$120.00/year
Massage Therapist (with Board Certification)	\$85.00/year	\$85.00/year
Pawnbroker	\$185.00/year	\$185.00/year
Peddler/Solicitor/Transient Merchant	\$280.00/60 days	\$280.00/60 days
Photographer	\$40.00/year	\$40.00/year
Plumber	\$95.00/year	\$95.00/year
Restaurant/Food Service	\$35.00/year	\$35.00/year
Roller Rink	\$50.00/year	\$50.00/year
Secondhand Goods/Junk Dealers	\$95.00/year	\$95.00/year
Shows/Exhibitions/Demonstrations	\$55.00/day- \$20.00/each add'l day	\$55.00/day- \$20.00/each add'l day
Taxicab/Limousine Driver	\$20.00/year	\$20.00/year
Taxicab/Limousine Service – First Vehicle	\$95.00/year	\$95.00/year
Taxicab/Limousine Service – Add'l Vehicles	\$35.00/year	\$35.00/year
Theater/Movie	\$175.00/year	\$175.00/year
Tree Removal Service	\$65.00/year	\$65.00/year
Used Car Lots	\$65.00/year	\$65.00/year
Transfer Business License	\$25.00/each	\$25.00/each
Duplicate Business License	\$10.00/each	\$10.00/each
Alcohol in Park Permit	\$50.00/each	\$50.00/each
Archery Application Fee – Deer hunt	\$10.00/hunting area	\$10.00/hunting area
<b>LIQUOR LICENSE FEES</b>		
Retail License Fee (existing businesses) *Reduced by \$100 if meet Statute requirements §340A.408, Subd. 3(c)	\$560.00*	\$560.00*
<b>Club</b> – Membership 200 or less; Club fees are set by State according to membership	\$300.00/year	\$300.00/year
Club – Membership 201-500	\$500.00/year	\$500.00/year
Club - Membership 501-1,000	\$650.00/year	\$650.00/year
Club – Membership 1,001–2,000	\$800.00/year	\$800.00/year
Club – Membership 2,001-4,000	\$1,000.00/year	\$1,000.00/year
Club – Membership 4,001-6,000	\$2,000.00/year	\$2,000.00/year
Club – Membership 6,000 or more	\$3,000.00/year	\$3,000.00/year
<b>Intoxicating On Sale:</b>		
35% food sales (Effective 2004)	\$3,780.00/year	\$3,780.00/year
Establishments that do not meet minimum food requirements	\$4,255.00/year	\$4,255.00/year
SAFE Bars Completed Training Discount	\$200.00/year completed	\$200.00/year completed
<b>Intoxicating On Sale – Sunday</b>		
Liquor License Investigative Fee	\$100.00/each	\$100.00/each
Liquor License Transfer Fee	\$60.00/each	\$60.00/each
Liquor (1-4 day)	\$120.00/each	\$120.00/each
<b>Taproom License</b>	\$400.00/each	\$400.00 each
<b>Small Brewer</b>	\$240.00/each	\$240.00/each
<b>On Sale Sunday Taproom</b>	\$200.00/each	\$200.00/each
Off Sale Growler License (Sunday)	\$200.00/year	\$200.00/each
Wine	\$585.00/year	\$585.00/year
3.2% Beer Off Sale	\$95.00/year	\$95.00/year
3.2% Beer On Sale	\$295.00/year	\$295.00/year

Temp. On Sale Beer (3 months)	\$55.00/month	\$55.00/month
Consumption & Display Permit	\$65.00/year	\$65.00/year
Consumption & Display Permit (1 day only)	\$15.00	\$15.00
<b>ANNEXATION FEES</b>		
State Fee	Actual Cost	Actual Cost
Publication Fees	Actual Cost	Actual Cost
Mailing Costs	Actual Cost	Actual Cost
Filing Fees (Recording)	Actual Cost	Actual Cost
<b>BONDS</b>		
Bonds totaling less than \$1 million	Fee \$3,000 plus out of pocket cost	Fee \$3,000 plus out of pocket cost
Bonds totaling \$1 million to \$5 million	Fee \$5,000 plus out of pocket cost	Fee \$5,000 plus out of pocket cost
Bonds exceeding \$5 million	Fee \$10,000 plus out of pocket	Fee \$10,000 plus out of pocket
<b>MISCELLANEOUS FEES</b>		
City Hall Rental – Evenings	\$40.00	\$40.00
Video Technician (Channel 2)	Actual Cost	Actual Cost
Assessment Search (written or verbal request)	\$25.00/each	\$25.00/each
Copy of DVD Meetings	Actual Cost	Actual Cost
Copy(ies) – Black/White	\$.25/page	\$.25/page
Copy(ies) - Color	\$.50/page	\$.50/page
City Charter	\$2.00/each	\$2.00/each
Comprehensive Plan	\$20.00/each	\$20.00/each
DATA REQUEST – Staff time	Actual Cost	Actual Cost
Non-Sufficient Funds (NSF) Charge	\$30.00/each	\$30.00/each
Property Maintenance Code	\$3.00/each	\$3.00/each
FLAG – CITY	Actual Cost	Actual Cost
<b>Delinquent Accounts Receivable Bills Charge – Not paid by the 21<sup>st</sup> of the month.</b>	10% annually or .833% monthly	10% annually or .833% monthly
<b>FRANCHISE FEES</b>		
Electric Franchise Fees:	5.0% monthly gross revenues	5.0% monthly gross revenues
Gas Franchise Fees:	5.0% monthly gross revenues	5.0% monthly gross revenues
<b>PARKLAND DEDICATION</b>		
Residential (1 acre)	\$20,000.00	\$20,000.00
Non-Residential (1 acre)	\$50,000.00	\$50,000.00
<b>PUBLIC EDUCATION GOVERNMENT (PEG)</b>		
	\$0.50 month	\$0.50 month
<b>TAX INCREMENT FINANCING</b>		
	\$15,000 application fee \$2,500 non-refundable	\$15,000 application fee \$2,500 non-refundable
<b>FIRE DEPARTMENT</b>		
<b>Operational Inspections/Permits:</b> (Under 2015 Mn State Fire Code Sec. 105.6)		
Child Care and Foster Care License	\$50.00/first two visits \$50.00/per add'l visit	\$50.00/first two visits \$50.00/per add'l visit
Commercial Property Fire Inspection	\$50.00/per visit All inspections	\$50.00/per visit All inspections
Open Burning	No Charge	No Charge
Pyrotechnics (Retail & Display)	\$50.00/per add'l visit	\$50.00/per add'l visit
Required Construction Permits/Inspections: (Under 2015 Mn State Fire Code 105.7)	Includes Plan Review & All Field Inspections	Includes Plan Review & All Field Inspections
Automated Fire Extinguishing Systems:	\$100 plus \$1 per head	\$100 plus \$1 per head

- Sprinkler Systems		
- Kitchen Hood	\$100 plus \$3 per head	\$100 plus \$3 per head
- Clean Agent	\$150.00	\$150.00
- Other	\$150.00	\$150.00
Standpipe	\$75.00	\$75.00
Fire Alarm and Detection Systems	\$75 plus \$1 per detection device	\$75 plus \$1 per detection device
Fire Pump	\$75.00	\$75.00
Flammable & Combustible Liquids (commercial dispensing and/or bulk storage)	\$75.00	\$75.00
Hazardous Materials (commercial dispensing and/or bulk storage)	\$75.00	\$75.00
LP Gas (commercial dispensing and/or bulk storage)	\$75.00	\$75.00
<b>Fire Equipment:</b>		
Engine (Type 1 – 4 person crew)	\$137.50 Standby \$275.00 Operating	\$137.50 Standby \$275.00 Operating
Engine (Type 6 - 2 person crew)	\$62.50 Standby \$125.00 Operating	\$62.50 Standby \$125.00 Operating
Tactical Tender (Type 1 – 2 person crew)	\$115.00 Standby \$230.00 Operating	\$115.00 Standby \$230.00 Operating
Aerial Truck (Type 1 – 4 person crew)	\$150.00 Standby \$300.00 Operating	\$150.00 Standby \$300.00 Operating
Heavy Rescue (2 person crew)	\$75.00 Standby \$150.00 Operating	\$75.00 Standby \$150.00 Operating
Water Rescue Equipment (Hovercraft or Boat)	\$50.00 Standby \$100.00 Operating	\$50.00 Standby \$100.00 Operating
Command Vehicle	\$28.00 Standby \$28.00 Operating	\$28.00 Standby \$28.00 Operating
Firefighter	\$45.00 Standby \$45.00 Operating	\$45.00 Standby \$45.00 Operating
Airport Standby ARFF Coverage	\$70.00 per flight	\$70.00 per flight
<b>G.I.S. DEPARTMENT</b>		
As-built Escrow – Commercial Property *Amount determined by G.I.S. Coordinator	\$500.00/min*	\$500.00/min*
Assigning New Address	\$50.00/each	\$50.00/each
2009 6" Resolution Color Aerial Photography covering the City limits & 5 year annexation areas	\$100.00/each	\$100.00/each
2007 6" Resolution Color Aerial Photography covering the City limits & 5 year annexation areas	\$100.00/each	\$100.00/each
2005 4" Resolution digital Ortho-Photography In Mr. SID Format ¼ Section	\$100.00/each	\$100.00/each
2005 1 ft. Resolution digital Ortho-Photography – Northern & Bemidji Townships	\$500.00/each	\$500.00/each
Aerial Photos, ½ Sections, Plats	\$2.00/each	\$2.00/each
<b>City Street, Zoning or Ward Maps</b>		
8 ½ x 11 (more than 1 page)	\$1.00/each	\$1.00/each
11 x 17	\$2.50/each	\$2.50/each
17 X 22	\$3.00/each	\$3.00/each
22 x 34	\$5.00/each	\$5.00/each
36 x 36	\$8.00/each	\$8.00/each
Custom Mapping	\$25.00/hour	\$25.00/hour
<b>PARKS &amp; RECREATION DEPARTMENT</b>		
Park Usage - Deposit (refundable)	\$250.00 (minimum)	\$250.00 (minimum)
<b>CITY PARK</b>		
City Park Building Rental	\$225.00	\$225.00
- Deposit (refundable)	\$300.00	\$300.00

Softball Field Rental	\$25/field/game	\$25/field/game
- Holiday Field Use Fee	\$50.00/day	\$50.00/day
<b>Tournament Fees:</b>		
*Includes use of Main Building & Complex		
- Tournament Field Rate	\$ 45.00/Field/Day	\$ 45.00/Field/Day
- Dragging Fee	\$ 3.00/time	\$ 3.00/time
- Chalking Fee	\$ 3.00/time	\$ 3.00/time
- Concession Fee (Daily Gross Sales)	5%-10%	5%-10%
- Deposit (refundable)	\$200.00	\$200.00
<b>NORTH COUNTRY PARK</b>		
Baseball Field Rental	\$35.00 per field/per day	\$35.00 per field/per day
<b>DIAMOND POINT PARK</b>		
Main Building Rental	\$225.00	\$225.00
- Deposit (refundable)	\$300.00	\$300.00
Pavilion Rental	\$120.00	\$120.00
- Deposit (refundable)	\$200.00	\$200.00
<b>SOUTH SHORE PARK BUILDING RENTAL</b>	\$225.00	\$225.00
- Deposit (refundable)	\$300.00	\$300.00
<b>NEILSON-REISE ARENA</b>	<b>SEE ATTACHED 2020 RATES</b>	<b>SEE ATTACHED 2021 RATES</b>
<b>NYMORE PARK</b>		
Warming House Rental	\$50.00	\$50.00
- Deposit (refundable)	\$100.00	\$100.00
Fish House Impoundment Fee (left in Park)	\$75.00	\$75.00
<b>CARNEGIE LAKEVIEW ROOM</b>		
Full Day – up to 8 Hours	\$300.00	\$300.00
Half Day – up to 4 Hours	\$175.00	\$175.00
Additional Hour (after 8 Hours)	\$25.00/hr	\$25.00/hr
Deposit	\$250.00	\$250.00
Non Profit Discount on Full/half day rate	15%	15%
<b>COMMUNITY GARDEN PLOT</b>		
15 x 15 garden plot	\$20.00/each	\$20.00/each
10 x 15 garden plot	\$15.00/each	\$15.00/each
<b>POLICE DEPARTMENT</b>		
ADMINISTRATIVE FINES (See attached list for offenses)	\$60/each unless otherwise noted	\$60/each unless otherwise noted
<b>False Alarms:</b>		
Fire/Security – First 3 Alarms	\$0	\$0
4 <sup>th</sup> – 10 <sup>th</sup> Alarm	\$50.00/each	\$50.00/each
11 <sup>th</sup> – 15 <sup>th</sup> Alarm	\$100.00/each	\$100.00/each
16 <sup>th</sup> plus each successive alarm	\$150.00/each	\$150.00/each
<b>Dog &amp; Cat License:</b>		
Dog or Cat - Not spayed/Neutered	\$25.00/year	\$25.00/year
Dog or Cat – Spayed/Neutered	\$10.00/year	\$10.00/year
Dog or Cat- Impound	\$40.00/each + daily care	\$40.00/each + daily care
Daily Care	\$10.00/per day	\$10.00/per day
Replacement Dog/Cat License	\$.50/each	\$.50/each
Impound Vehicles – At City Yard	\$10.00/per day	\$10.00/per day
Billable Transaction Fees for Pawnbrokers and Secondhand & Precious Metal Dealers	\$1.00/per billable transaction	\$1.00/per billable transaction
Security	\$85.00/per hour	\$85.00/per hour
Immobilization Device Removal	\$5,000.00	\$5,000.00
Crime-Free Multi-housing Educational Course	\$40.00/each	\$40.00/each
Parking Tickets – Paid within 72 hours	\$15.00/each	\$15.00/each
Parking Tickets – Paid After 72 hours	\$30.00/each	\$30.00/each
Parking Permits (LAKE BLVD Residents ONLY)	\$15.00/3 years	\$15.00/3 years

<b>PUBLIC WORKS DEPARTMENT</b>		
<b>EROSION &amp; SEDIMENT CONTROL ESCROW</b> *Amount may be higher based on determination by the City Engineer. After completion of project, escrow is refunded.	\$250.00*	\$250.00*
<b>Street Reconstruction Assessment</b>	<del>\$38.00</del> /front foot	<b>\$45.00</b> /front foot
<b>REFUSE RATES</b>		
Residential Rates:		
One 65 gallon can per week	\$16.00/month	\$16.00/month
One 95 gallon can per week	\$16.00/month	\$16.00/month
Refuse Bag System (no new customers)	\$2.00/each plus <del>\$1.00 can rental/month</del>	\$2.00/each plus <b>\$1.00 can rental/month</b>
Job Lot/Recycling Pickup	\$105/Non-scheduled \$80/Scheduled	\$105/Non-scheduled \$80/Scheduled
Start or Stop Refuse Service	<del>\$20.00/each event</del>	<b>\$25.00/each event (includes tax)</b>
Refuse Pickup After the Fact (customer failed to have refuse can out in time)	\$5.00/each event	\$5.00/each event
Delinquent Refuse Charge: Applied to the bill if not paid by the 21 <sup>st</sup> of the month.	10%	10%
<b>STORMWATER UTILITY CHARGES</b>		
Single Family Household (owner occupied)	1.0 ERU*	1.0 ERU*
Rental Units – Non-homestead	1.0+.5 ERU per unit	1.0+.5 ERU per unit
Business/Industrial	1.0 ERU per 3,700 sq. ft.	1.0 ERU per 3,700 sq. ft.
Medical Office	1.0 ERU per 6,700 sq. ft.	1.0 ERU per 6,700 sq. ft.
University	1.0 ERU per 6,700 sq. ft.	1.0 ERU per 6,700 sq. ft.
Agriculture/Open/Vacant Lot	1.0 ERU per 10 acres	1.0 ERU per 10 acres
Minimum Charge (2.5 acres or less)	<del>\$1.59 per month</del>	<b>\$1.11 per month</b>
Basic System Rate	<del>\$6.44 per month</del>	<b>\$4.50 per month</b>
Parcels located outside a stormwater drainage district	<del>\$3.22 per ERU</del>	<b>\$2.25 per ERU</b>
Delinquent Stormwater Utility Charge – Applied to the bill if not paid by the 21 <sup>st</sup> of the month.  *Equivalent Residential Unit (ERU)	10%	10%
<b>STORMWATER RELATED VIOLATIONS</b>		
	ATTACHED FINE SCHEDULE	ATTACHED FINE SCHEDULE
Street Sweeping	\$250/hour	\$250/hour
<b>WATER - TIER RATES</b>		
0 to 10,000 gallons	\$4.03 per thousand gallons of water used Plus fixed base rate*	\$4.03 per thousand gallons of water used Plus fixed base rate*
10,001 to 50,000 gallons	\$4.53 per thousand gallons of water used Plus fixed base rate*	\$4.53 per thousand gallons of water used Plus fixed base rate*
Over 50,000 gallons	\$5.55 per thousand gallons of water used Plus fixed base rate*	\$5.55 per thousand gallons of water used Plus fixed base rate*
<b>SEWER RATES</b>		
Sewer	\$7.14 per thousand gallons of water used Plus fixed base rate*	\$7.14 per thousand gallons of water used Plus fixed base rate*
Sewer only	\$39.63 per month (regardless of the number of people at the residence)	\$39.63 per month (regardless of the number of people at the residence)
<b>FIXED BASE RATE BASED ON METER SIZE:</b>		
5/8" to 3/4" Meter	Water \$ 5.93 Sewer \$11.71	Water \$ 5.93 Sewer \$11.71

	Total	\$17.64	Total	\$17.64
1" Meter	Water	\$ 8.31	Water	\$ 8.31
	Sewer	\$16.39	Sewer	\$16.39
	Total	\$24.70	Total	\$ 24.70
1.5" Meter	Water	\$10.67	Water	\$10.67
	Sewer	\$21.07	Sewer	\$21.07
	Total	\$31.74	Total	\$31.74
2" Meter	Water	\$17.20	Water	\$17.20
	Sewer	\$33.92	Sewer	\$33.92
	Total	\$51.12	Total	\$51.12
3" Meter	Water	\$ 65.19	Water	\$ 65.19
	Sewer	\$128.57	Sewer	\$128.57
	Total	\$193.76	Total	\$193.76
4" Meter	Water	\$ 83.03	Water	\$ 83.03
	Sewer	\$163.77	Sewer	\$163.77
	Total	\$246.80	Total	\$246.80
6" Meter	Water	\$124.56	Water	\$124.56
	Sewer	\$245.64	Sewer	\$245.64
	Total	\$370.20	Total	\$370.20
<b>*Fixed/Base fee is charged regardless of water consumption.</b>				
Sprinkling Meter	Water usage rate only. No base rate.		Water usage rate only. No base rate.	
Bulk Water/Hydrant Meter	\$10.00 per month + water rate per thousand gallons of water used		\$10.00 per month + water rate per thousand gallons of water used	
Delinquent Utility Charge – Applied to the utility bill if not paid by the 21 <sup>st</sup> of the month.	10%		10%	
Reconnection Fee (Water)/Shutoff Fee	\$50.00		\$50.00	
<b>MISC. WATER FEES</b>				
Tapping Fee –1"	\$50.00/each		\$50.00/each	
Tapping Fee - 1 ½"	\$50.00/each		\$50.00/each	
Tapping Fee - 2"	\$50.00/each		\$50.00/each	
Hydrostatic Fee – Water Line	\$60.00/each		\$60.00/each	
Plumbing Inspections (water & sewer)	\$30.00/each		\$30.00/each	
Digging Permits	\$50.00/each		\$50.00/each	
Bituminous Replacement (4' x 8') *Approx. Oct. 21-May 15	\$250.00/each* *\$100.00 add'l fee if hot mix not available		\$250.00/each* *\$100.00 add'l fee if hot mix not available	
<b>WATER METER:</b>				
<b>Domestic Use</b>				
3/4" S	\$370.00/each		\$396.00/each	
3/4" Full	\$390.00/each		\$417.00/each	
1" Meter	\$530.00/each		\$567.00/each	
1 ½" Meter	\$1,500.00/each		\$1,605.00/each	
2" Meter	\$1,700.00/each		\$1,819.00/each	
3" Meter	\$2,050.00/each		\$2,194.00/each	
4" Meter	\$3,050.00/each		\$3,264.00/each	
6" Meter	\$5,280.00/each		\$5,650.00/each	
<b>Irrigation Only</b>				
5/8" x 3/4" Meter	\$370.00/each		\$396.00/each	
3/4" Meter	\$390.00/each		\$417.00/each	
1" Meter	\$530.00/each		\$567.00/each	
1 ½" Meter	\$1,020.00/each		\$1,091.00/each	
2" Meter	\$1,220.00/each		\$1,305.00/each	
3" Meter	\$1,430.00/each		\$1,530.00/each	
4" Meter	\$2,500.00/each		\$2,675.00/each	



6" Meter	\$4,480.00/each	\$4,794.00/each
Water Meter Repair and Testing	Actual Cost	Actual Cost

WATER ACCESS CHARGE	SEE ATTACHED CHART	SEE ATTACHED CHART
SEWER ACCESS CHARGE	SEE ATTACHED CHART	SEE ATTACHED CHART

Birchmont Drive Municipal Utility System Facilities Connection Charge (due and payable prior to connection to said Facilities of a connection unit not otherwise the subject of a levied special assessment):		
Connection to both Water and Sanitary Sewer (single family residential building)	\$20,315.00	\$20,315.00
Connection to Sanitary Sewer Only (where premises are already connected to municipal water)	\$13,990.00	\$13,990.00
Connection to both Water and Sanitary Sewer (individual dwelling unit in multi-unit residential building or development)	\$18,815.00	\$18,815.00
Division Street Connection Charge – Municipal Water & Sanitary Sewer	\$12,000.00	\$12,000.00
Anne Street Connection Charge - Municipal Sanitary Sewer	\$12,000.00	\$12,000.00
30 <sup>th</sup> Street NW Connection Charge – Municipal Water	\$13,800.00	\$13,800.00

**\*7.875% state sales tax (includes City and County taxes) required on copies and maps.**

# NEILSON REISE ICE ARENA

## 2021 Rates

### Ice Rental Rates

Group	Rate / Hour	
	CURRENT	NEW
ALL GROUPS* – January - December	\$145.00	\$165.00
* BYHA YOUTH Rate (October 17 to March 21 <sup>st</sup> )	\$130.00	\$150.00

### Annual Rate (by written agreement/contract)

Group	Rate / Annually	
Non-profit youth groups renting 400 Hours of Ice Time per Calendar Year (January-December).	\$48,000.00	\$48,000.00

### General Skate/Open Hockey/Skate Sharpening

General Skate/Open Hockey	\$4.00/person	\$5.00/person
General Skate/Open Hockey Punchcard	\$35.00/10 punches	\$45.00/10 punches
Skate Sharpening	\$4.00/pair	
Skate Sharpening Punchcard	\$20.00/6 punches	

## WATER & SEWER ACCESS CHARGES

Water Connection Fees\*:

Meter Size	AWWA Rated Capacity (GPM)	HE Ratio	Connection Fee (lesser of 2 x sq root ratio or HE Ratio)
3/4 inch S	20	1.00	\$845
3/4 inch Full	30	1.50	\$1,268
1 inch	50	2.50	\$2,113
1.5 inch	100	5.00	\$3,780
2.0 inch	160	8.00	\$4,780
3.0 inch	320	16.00	\$6,760
4.0 inch	500	25.00	\$8,450
6.0 inch & Larger	1,000	50.00	\$11,950

Sewer Connection Fees For Customers Connected to Both Water and Sewer:

Meter size	AWWA Rated Capacity (GPM)	HE Ratio	Proposed Connection Fee (lesser of 2 X Square Root Ratio or HE Ratio)
5/8 inch	20	1.00	\$ 1,830
3/4 inch	30	1.50	\$ 2,745
1 inch	50	2.50	\$ 4,575
1.5 inch	100	5.00	\$ 8,185
2.0 inch	160	8.00	\$ 10,350
3.0 inch	320	16.00	\$ 14,640
4.0 inch	500	25.00	\$ 18,300
6.0 inch and larger	1,000	50.00	\$ 25,880

Sewer Connection Fees For Customers Connected to Only the Sewer:

Pipe Diameter inches	Flow gpm at minimum slope	AWWA Meter Size With Comparable Flow	AWWA Rated Capacity (GPM)	Proposed Sewer Connection Fee
4 inch (Minimum allowed)	78		N/A	\$ 1,830
6 inch	176	2.0 inch	160	\$ 10,350
8 inch	313	3.0 inch	320	\$ 14,640
10 inch	490	4.0 inch	500	\$ 18,300
12 inch	705			\$ 21,960
15 inch and larger	1,102	6.0 inch	1,000	\$ 25,880

**\*NOTE: Water Access Connection fees for non-residential (commercial or business) use are subject to applicable state and local sales taxes.**

See also: SAC/WAC Policy

# BUILDING PERMIT FEE SCHEDULE

(1997 UBC) (July 15, 2003)

<u>VALUATION</u>	<u>FEES</u>
\$1 to \$500	\$23.50
\$501 to \$2,000	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, up to and including \$2,000.00
\$2,001 to \$25,000	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, up to and including \$25,000.00
\$25,001 to \$50,000	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, up to and including \$50,000.00
\$50,001 to \$100,000	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, up to and including \$100,000.00
\$100,001 to \$500,000	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, up to and including \$500,000.00
\$500,001 to \$1 million	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, up to and including \$1,000,000.00
\$1,000,001 and up *	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00, or fraction thereof

## ADD:

### **State Surcharge**

(Valuation < \$1 million) = ½ mil or .0005 X project amount  
(Valuation > \$1 million) = Refer to chart

### **Plan Review**

Commercial = 65% of applicable building permit fee  
Residential = 32.5% of applicable building permit fee (minimum \$150)

## NOTES:

Owner and/or contractor may be subject to an administrative penalty fee in addition to applicable permit fee if work commences prior to securing building permit.

- Permit application made prior to project completion:  
Permit + Penalty Fee = 2 X permit fee
- Permit application not made prior to project completion:  
Permit + Penalty Fee = 3 X permit fee

# ADMINISTRATIVE FINES

## **CITY CODE VIOLATIONS**

## **CODE**

### **TRAFFIC - \$60.00**

Speed /unreasonable acceleration (1-10 mph)	Sec. 24-1
U-turns	Sec. 24-41
Exhibition Driving	Sec. 24-43
Drive through private property	Sec. 24-45

### **Non-Traffic - \$100.00**

Careless bicycle operation	Sec. 24-47
Skateboards downtown	Sec. 24-52
Snowmobiles downtown/speed	Sec. 24-79
Unattended vehicle (w/keys)	Sec. 24-132

### **ANIMALS - \$60.00**

Dog to run at large	Sec. 6-32
No license	Sec. 6-33
Dangerous dog	Sec. 6-37(2)
Habitual barking dog	Sec. 6-37(4)
Dog vaccination required	Sec 6-37(5)

### **NOISE – \$100.00**

General	Sec. 14-105
Radios/CD player	Sec. 14-106
Exhaust	Sec. 14-107
Animals	Sec. 14-108

### **MISCELLANEOUS - \$100.00**

Disorderly conduct	Sec. 18-31
Littering	Sec. 18-31(9)
Tampering w/ a motor vehicle	Sec. 18-31(10)
Trespass	Sec. 18-31(11)
Disorderly house	Sec. 18-32
Consume in public	Sec. 18-33
Consume in a private parking lot	Sec. 18-34
Obstruction of a public officer	Sec. 18-71
Inhale glue or paint	Sec. 18-101
Discharge gun/fireworks	Sec. 18-103
Obstructions in street	Sec. 20-2
Regulating grass, weeds & trees	Sec. 20-4
Sidewalk maintenance, repair & snow removal	Sec. 20-6
Maintenance of private property	Sec. 14.32
Junk cars (unlicensed vehicle), household furniture & appliances stored outdoors	Sec. 14.34
Unauthorized Use of Fire Hydrant	Sec. 26-118

### **Miscellaneous - \$60.00**

Curfew during school 2200-0600 hrs	Sec. 18-151
Curfew non-school 2300-0600 hrs	Sec. 18-151

## **BUILDING & HOUSING VIOLATIONS**

Failure to License Rental	Sec. 10-46 .....	\$500.00
Failure to Transfer Rental	Sec. 10-48 .....	\$100.00
Fire prevention violations (Smoke/CO Detectors)	PM-705.5 .....	\$ 50.00
Building Code Violations	Chapter 10 .....	\$100.00
Housing Code Violations	Chapter 10 .....	\$100.00
House number missing	PM 304.3.....	\$ 50.00

# STORMWATER ADMINISTRATIVE FINE SCHEDULE

## Erosion and Sediment Control Violations (Chapter 14, Article VII), Specifically:

Failed to perform proper maintenance of temporary/structural Stormwater BMP:	
Minor Violations.....	\$60.00
Major Violations.....	\$150.00
Removal and/or alterations to a structural Stormwater <b>BMP</b> :	
Minor Violations.....	\$500.00
Major Violations.....	\$1,000.00
Failure to submit required easement and/or maintenance agreement .....	\$250.00
Failure to submit maintenance records.....	\$100.00

## Illicit Discharges and Connections (Chapter 14, Article VIII)

Illicit Discharge:	
Major Violations.....	\$1,000.00
Minor Violations.....	\$250.00
Illicit Connection to Stormwater System:	
Major Violations .....	\$1,000.00
Minor Violations .....	\$500.00
Failure to Provide Adequate Preventative Measures to Prevent an Illicit Discharge:	
Major Violations.....	\$100.00
Minor Violations.....	\$50.00
Failure to Report a Spill .....	\$250.00
Failure to Cleanup a Spill .....	\$250.00
Failure to Respond to a Notice of Violation .....	\$100.00

### CONSIDERATIONS FOR MAJOR VIOLATIONS

- Potentially critical impact on public health or the environment
  - Potentially dangerous to human life or safety
  - Continuing nature of the violation\*
  - Cost of restitution, repair or remediation exceeds \$1,000
- ❖ **Any violation not listed above or failure to come into compliance with the Ordinance requirements is an automatic Level 2 violation.**
- ❖ **Fines will be in addition to any remediation, restoration, repair done by a designated governmental agency or contractor if need per Sec. 14-206.**

### REPEAT VIOLATIONS: DOUBLE

Second or more offenses within one year - double the amount of the scheduled fine for the previous violation, up to a maximum of \$2,000.

### CONTINUING VIOLATIONS: FINE FOR EACH DAY

A fine for more than one day of a continuing violation may be imposed if (1) the violation caused a serious threat of harm to public health, safety, or welfare, or (2) the violator intentionally and unreasonably refused to comply with the City Code requirements.

# GBAJPB ADMINISTRATIVE FINE SCHEDULE

2021

The fine amount is based on the Greater Bemidji Area Joint Planning Board (GBAJPB) Zoning & Subdivision Ordinance that is violated. There are three (3) levels of fines.

**Level 1 -- \$60.00**

**Level 2 -- \$125.00**

**Level 3 -- \$300.00**

## PLANNING & ZONING VIOLATIONS

<b>Level 1</b>	
Parking on the Grass	Section 1009 – Parking Standards
Temporary Signage without Permit	Article VII – Sign Regulations
Outdoor Storage - Residential	Section 1002 – Exterior Storage
<b>Level 2</b>	
Parking on the Grass – Non-Residential Properties	Section 1009 – Parking Standards
Off-Street Parking, Loading & Surfacing Violation	Section 1009 – Parking Standards
Outdoor Storage Commercial / Industrial	Section 1002 – Exterior Storage & Outdoor Display of Merchandise
Landscaping Requirement Violations	Section 1006 – Landscaping Requirements
Exterior Lighting Violations	Section 1008 – Lighting
Dynamic Display Violation	Section 718 – Dynamic Displays
Permanent Signage without Permit	Article VII – Sign Regulations
Abandoned or Inoperable Vehicles	Section 102 – Intent and Purpose
Storage Container/Semi Trailer Violation	Section 1011 – Temporary Uses or Structures
<b>Level 3</b>	
Construction without Permit	Section 1112 – Land Use or Building Permits
Septic Installation without Permit	Article VIII – Sanitation Standards
Shoreland Alterations without Permit	Article IX – Shoreland Regulations
Filling or Disturbance of a Wetland	Section 1014 – Special Provisions for Development in Sensitive Areas
Removal of Trees without Permit	Section 1007 – Tree Preservation
Unlawful Land Use	Article III – District Regulations

❖ **Any violation not listed above or failure to come into compliance with the Ordinance requirements is an automatic Level 2 violation.**

## REPEAT VIOLATIONS: DOUBLE

Second or additional offenses within one year - double the amount of the scheduled fine for the previous violation, up to a maximum of \$2,000. For example, if there were four occurrences of a Level One Violation, the fine for the fourth occurrence would be \$960 (first: \$120; second: \$240; third: \$480; fourth: \$960).

## CONTINUING VIOLATIONS: FINE FOR EACH DAY

A fine for more than one day of a continuing violation may be imposed if (1) the violation caused a serious threat of harm to public health, safety, or welfare, or (2) the violator intentionally and unreasonably refused to comply with the Ordinance requirements.