

CITY COUNCIL PROCEEDINGS

BEMIDJI, MINNESOTA

Regular Meeting – December 17, 2012

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, December 17, 2012 at 7:00 p.m. in the Council Chambers of City Hall, Mayor Larson presiding.

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

Staff Present: City Manager John Chattin, Public Works Director/City Engineer Craig Gray, Finance Director Ron Eischens, City Clerk Kay Murphy

AMENDMENTS TO AGENDA

Mayor Larson called for any amendments to the agenda. City Clerk Murphy requested the addition of claims from VenuWorks in the amount of \$132,326.77 for the Sanford Center. **Motion by Johnson, seconded by Thompson, to approve the agenda as amended. Motion carried by unanimous vote.**

MINUTES

Minutes of the December 3, 2012 regular meeting and December 10, 2012 work session were presented for approval. **Motion by Waldhausen, seconded by Negard, to approve the minutes as prepared. Motion carried by unanimous vote.**

CONSENT AGENDA

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

1. Claims Submitted by Finance Officer in the amount of \$343,101.23
2. Claims Submitted by VenuWorks in the amount of \$82,340.96 and \$132,326.77
3. General Business Licenses Renewals for 2013
4. Liquor License Renewal for 2013
5. **RESOLUTION NO. 5805:** Establishing Municipal State Aid Streets (Extension of 5th Street – Jefferson Ave SW to Park Ave NW and Extension of Irvine Ave NW – 30th St NW to Anne St NW)
6. **RESOLUTION NO. 5806:** Revoking Municipal State Aid Streets (15th Street to Norton Ave NW, Bemidji Ave N to 30th St NW and Paul Bunyan Drive - Old East City Limits to TH 197)
7. Relocation Expenses for Sanford Center Executive Director (Curtis Webb)
8. Nominated Bruce Brady for Reappointment to the Joint Planning Commission
9. Travel Authorization – LMC Leadership Conference, Brooklyn Center, Feb. 1-2 - Meehlhause

Motion carried by unanimous vote.

CITIZENS NOT ON AGENDA

No one appeared.

COMMITTEE REPORTS

Bemidji Youth Advisory Commission – Hannah Sorenson, BYA representative, stated that she attends Trek North and is a first year commission member. She reported on recent and upcoming activities of the Commission noting that approximately 75 students made 200 holiday cards for military members. Planning of future listening lunches and the June 7 youth event are ongoing.

OLD BUSINESS

Continuation of Public Hearing

Chattin stated that at their December 3 meeting, the Council continued the public hearing regarding consideration of a Revolving Loan Fund Loan/Business Subsidy/Business Subsidy Agreement for Wayzata Bemidji Hospitality Associates. Since the financing and conveyance did not occur, staff is recommending that the public hearing be concluded with no action taken. At such time as financial terms are final, staff will re-advertise the public hearing notice.

Motion by Negard, seconded by Johnson, to conclude the public hearing and take no action at this time. Motion carried unanimously.

NEW BUSINESS

Greater Bemidji Services

Dave Hengel, Executive Director Greater Bemidji, reviewed the results of the Greater Bemidji 2012 work program. He stated that 2012 was a year of change as Greater Bemidji developed a clear strategic plan, deepened relationships with key stakeholders, created metrics to measure the organizations' and regions' progress in economic development, and coordinated with city personnel on potential commercial and residential developers in the City. He stated that Greater Bemidji serves as the City's economic development arm.

Discussion continued regarding development of city-owned property and the rail corridor. Hengel stated that Greater Bemidji is working on 1) branding the region; 2) creating a training facility in Bemidji with businesses like Team Industries and Norbord; 3) working with aviation companies regarding hangar needs; and 4) developing a single source for the marketing of land in Bemidji.

Albrecht suggested that Hengel provide quarterly reports at Council meetings.

Motion by Albrecht, seconded by Thompson, approving Greater Bemidji's work program and a contract in the amount of \$25,000 for 2013. Motion carried unanimously.

Health Insurance Refund

Eischens stated that the City received a refund of employee health insurance premiums paid in 2011 from the NW Minnesota Service Cooperative. The City's Labor Management Committee (LMC) unanimously recommended that the refund be paid to employee health reimbursement accounts prorated based on insurance premiums paid for current and retired employees. In addition, the LMC recommended that the refund for those that had left city employment for other positions be used towards the City's wellness activities.

Motion by Albrecht, seconded by Negard, approving the refund of 2011 health insurance premiums to current and retired employees health reimbursement accounts with \$3,486.51 to be used for wellness activities. Motion carried unanimously.

Transfer of Funds

Eischens stated that in order to meet the 2013 bond obligations, the City is required to have \$587,092 in debt service fund cash by the end of 2012 or authorize a 2013 property tax levy for this amount. Since the hotel was expected to close before the end of the year, the City did not propose a tax levy. Despite the \$100,000 hotel down payment received, the delayed closing and required interest payments creates a deficit of \$191,352 in the debt service fund. Eischens recommended that the City transfer \$778,444 to the debt service fund from the Sanford Center contingency fund.

Council members discussed their desire to replace the funds or designate them for the southshore development after the hotel closes on their land purchase.

Motion by Albrecht, seconded by Johnson, approving the transfer of \$778,444 from the Sanford Center contingency fund (Fund 604) to debt service fund (Fund 307) including related budget adjustments. Motion carried unanimously.

Councilor Thompson left meeting at 7:42 p.m.

Final 2012 Tax Levy Collectible in 2013

RESOLUTION NO. 5807: Establishing the Final 2012 Tax Levy Collectible in 2013 in the amount of \$4,176,998 was offered by Councilmember Waldhausen who moved its adoption, and upon due second by Councilmember Johnson was passed by the following vote: Ayes: Larson, Waldhausen, Negard, Albrecht, Johnson. Absent: Hellquist, Thompson.

2013 Final Budget

RESOLUTION NO. 5808: Approving the 2013 Final Budget was offered by Councilmember Negard who moved its adoption, and upon due second by Councilmember Waldhausen by the following vote: Ayes: Larson, Waldhausen, Negard, Albrecht, Johnson. Absent: Hellquist, Thompson.

Councilor Thompson returned to the meeting at 7:50 p.m.

Capital Improvement Plan

Pursuant to published notice a public hearing was held regarding input on the 2013 to 2017 Capital Improvement Plan. Mayor Larson opened the Public Hearing at 7:50 p.m., hearing no comments the public hearing was closed.

RESOLUTION NO. 5809: Adopting the 2013 to 2017 Capital Improvement Plan was offered by Councilmember Waldhausen who moved its adoption, and upon due second by Councilmember Albrecht was passed by unanimous vote.

Welcome to Bemidji/Trail Sign

Council reviewed various renditions of Bemidji welcome signs prepared by Meyers Sign Source of Bemidji and Ross Lewis Sign Co. It was noted that the sign will be placed on both sides of the trail.

Chattin stated that after the Council selects a sign he will get the final cost for the sign and installation. Council suggested that the words for Paul Bunyan Trail be enhanced.

Motion by Waldhausen, seconded by Negard, selecting Option #3 with the “Bemidji font”. Motion carried unanimously.

UPCOMING COUNCIL MEETINGS

- Monday, January 7, 2013 7:00 p.m. Council Meeting
- Monday, January 14 5:30 p.m. Work Session - TBD

COUNCIL/STAFF REPORT

- Council members provided updates on current events and meetings.

ADJOURN

There being no further business, motion by Negard, seconded by Thompson, to adjourn the meeting. Motion carried. Meeting adjourned at 8:40 p.m.

Respectfully submitted,



Kay M. Murphy
City Clerk