

CITY COUNCIL PROCEEDINGS

BEMIDJI, MINNESOTA

Regular Meeting – December 19, 2016

Pursuant to due call and notice, a regular meeting of the City Council of the City of Bemidji, Beltrami County, Minnesota, was held on Monday, December 19, 2016 at 6:00 p.m. in the Council Chambers of City Hall, Mayor Albrecht presiding.

Upon roll call, the following Councilmembers were declared present: Albrecht, Meehlhause, Johnson, Hellquist, Olson, Erickson, Larson

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

AMENDMENTS TO AGENDA

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

MINUTES

The following minutes were presented for approval:
Council Meeting December 5, 2016

Motion by Erickson, seconded by Olson, to approve the minutes as prepared. Motion carried by unanimous vote.

CONSENT AGENDA

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

1. Claims Submitted by Finance Officer in the amount of \$509,152.56
2. Business License Renewals for 2017
3. **RESOLUTION NO. 6045:** Adopting 2017 Pay Scale and City Benefit Contribution Level
4. Change Orders for Fire Station 2 Project
5. Change Order #1 for South Shore Park Project
6. Purchase of Ice Edger from CTM Services in the amount of \$6,490 for the Neilson Reise Arena

Motion carried by unanimous vote.

CITIZENS NOT ON AGENDA

Halston Jordan, 1406 1st Street East and Kaylee Schumacher, 321 23rd Street NW, Chair and Vice Chair of the Animal Ordinance Committee appeared to formally introduce themselves to Council and advised that a group of individuals have been meeting for about nine months looking to work with Council to update and revise the City's animal ordinance. A long-term goal for the group is for the City to implement an Animal Welfare Commission.

Nancy Beaulieu, 21060 Birchmont Beach Rd NE, expressed concerns of the City's use of Wells Fargo and suggested that the City consider using a local bank that gives back to the community.

Diane Smith, 5192 Island View Dr NE, suggested the City not invest in organizations who support DAPL.

COMMITTEE REPORTS

Bemidji Youth Advisory Commission

Valerie Davis, Bemidji High School, reported having their first listening lunch where they discussed J7 planning and having a winter skate. She also reported that a new secretary has been selected and many members have participated in volunteer activities throughout the community.

PUBLIC HEARINGS

Capital Improvement Plan

Pursuant to published notice, a public hearing was held regarding input on the 2017 to 2021 Capital Improvement Plan. Mayor Albrecht opened the Public Hearing at 6:13 p.m. and hearing no comments, closed the hearing at 6:14 p.m.

RESOLUTION NO. 6046: Adopting the 2017-2021 Capital Improvement Plan was offered by Councilmember Hellquist, who moved its adoption, and upon due second by Councilmember Meehlhause was passed by unanimous vote.

2017 Street Renewal Project

City Engineer Gray stated that the 2017 Street Renewal project will consist of improving five city streets. Gray reported that there was a neighborhood meeting on December 15, 2016 for affected residents and was attended by approximately 12-14 residents. There was no opposition to the proposed project other than concern of no sidewalk on 29th Street. Gray stated that there are no plans for a sidewalk or bike lane on 29th Street.

Pursuant to published notice, a public hearing was held regarding input on the 2017 Street Renewal Project #17-01. Mayor Albrecht opened the Public Hearing at 6:18 p.m. and hearing no comments, closed the hearing at 6:19 p.m.

RESOLUTION NO. 6047: Ordering the 2017 Street Renewal Project and Authorizing Preparation of Plans and Specifications and Authorizing Advertisement for Bids on Improvement was offered by Councilmember Meehlhause, who moved its adoption, and upon due second by Councilmember Olson was passed by unanimous vote.

Delton Avenue Reconstruction

City Engineer Gray stated that City Project 17-04 will reconstruct Delton Avenue from 15th Street to 22nd Street. This is a state aid construction project. Gray reported that a neighborhood meeting was held on December 8, 2016 for affected residents and was attended by approximately 12 residents. Concerns from business owners regarding access were addressed. A sidewalk will be constructed with a five-foot boulevard. The road will remain 40 feet wide from 22nd Street to Paul Bunyan Drive to accommodate the necessary on-street business parking. Because of the narrowing of the road between 15th Street and 22nd Street, parking restrictions on Delton Avenue will need to be implemented.

Pursuant to published notice, a public hearing was held regarding input on the 2017 Delton Avenue Reconstruction Project #17-04. Mayor Albrecht opened the Public Hearing at 6:25 p.m.

- Eldercare of Bemidji submitted written comment addressing access and signage concerns during the project, as well as communication with them during the duration of the construction.
- Emelie Rivera, 725 17th Street NW, inquired about the feasibility of having the sidewalk constructed on the east side rather than the west side. She also expressed concern for Delton Manor tenants who are required to move for parking lot snow removal.

Gray stated that due to large trees and lack of right of way the east side was deemed more feasible. Gray replied that it is the responsibility of the tenants and manager of Delton Manor to formulate a plan for parking lot snow removal and parking.

Mayor Albrecht closed the Public Hearing at 6:28 p.m.

RESOLUTION NO. 6048: Ordering the Delton Avenue Reconstruction Project and Authorizing Preparation of Plans and Specifications and Authorizing Advertisement for Bids on Improvement was offered by Councilmember Meehlhause, who moved its adoption, and upon due second by Councilmember Olson was passed by unanimous vote.

NEW BUSINESS

Resolution Restriction Parking on Delton Avenue NW from 15th Street to 22nd Street NW

Due to State Aid Funding for the Delton Avenue, this improvement does not provide adequate width for parking on both sides of the street. Additionally, parking on both sides of the street allows for easier snow removal; therefore, parking on one side of the street is not feasible.

RESOLUTION NO. 6049: Restricting Parking on Delton Avenue NW from 15th Street NW to 22nd Street NW was offered by Councilmember Olson, who moved its adoption, and upon due second by Councilmember Hellquist was passed by unanimous vote.

2016 Tax Levy Collectible in 2017

Eischens stated that due to the higher than anticipated local sales tax collections, he recommends reallocating \$108,000 within the levy of the sales tax bond levy to the south shore land debt levy. The total levy remains the same at \$5,379,747 as approved in September.

RESOLUTION NO. 6050: Approving Final 2016 Tax Levy Collectible in 2017 in the amount of \$5,379,747 was offered by Councilmember Meehlhause, who moved its adoption, and upon due second by Councilmember Johnson was passed by unanimous vote.

Final 2017 Budget

RESOLUTION NO. 6051: Approving Final 2017 Budget was offered by Councilmember Johnson, who moved its adoption, and upon due second by Councilmember Hellquist was passed by unanimous vote.

VenuWorks Business Plan and 2017 Annual Budget

Jeff Kossow, Executive Director, reported on the Budget and Business Plan for 2017. He commented on the following work and goals for 2017:

- Create Awareness and generate event business with high return while providing a venue to legacy events within the community
- Increasing convention center business
- Focusing on the strengths of the partnerships with the City, BSU and Sanford Health
- Focus on staff
- Expand current partnerships with NLFX and Paul Bunyan Communications
- Building and expanding on sponsorships
- Reducing ticket office hours and increasing revenue from Ticketmaster
- Target and secure new home-grown annual events
- Host 4-6 large scale high quality events “Quality Instead of Quantity”

The overall budget shows a City subsidy of \$349,609 – slightly higher than 2016. The arena rent is down and the meeting room is up due to the focus on the convention side. This budget is set conservative so as not to set up the budget to fail. Kossow feels this is an investment in the community.

Motion by Hellquist, seconded by Meehlhause, approving the 2017 Sanford Center Business Plan and Budget. Motion carried unanimously.

Professional Services Agreement for 3rd Street Gateway – City Project 17-05

Gray stated that the BDA is prepared to move forward with the project for construction in 2017, which will necessitate the preparation of plans and specifications and bidding documents. The City will be acting the fiduciary agent for this project. Gray will serve as the project manager and will be working closely with WSN staff. The current estimated cost of the project is \$75,500. Colleen Bakken, BDA President stated that there is \$3,650 left to raise and she feels very comfortable in obtaining that amount to complete the fundraising portion of the project.

Motion by Erickson, seconded by Olson approving the Professional Services Agreement with Widseth, Smith, Nolting for the 3rd Street Gateway Project – City Project 17-05. Motion carried unanimously.

UPCOMING COUNCIL MEETINGS

- Tuesday, Jan. 3, 2017 6:00 p.m. Council Meeting
- Tuesday, Jan. 3, 2017 6:00 p.m. Annual BEDA Meeting
- Monday, Jan. 9, 2017 5:30 p.m. Closed Work Session (Purchase Property)

COUNCIL/STAFF REPORT

- Council members provided updates on current events and meetings.

ADJOURN

There being no further business, motion by Olson, seconded by Meehlhause, to adjourn the meeting. Motion carried. Meeting adjourned at 7:52 p.m.

Respectfully submitted,



Michelle R. Miller
Deputy City Clerk