

# CITY COUNCIL PROCEEDINGS

## BEMIDJI, MINNESOTA

### Regular Meeting – May 16, 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, 2016 at 6:00 p.m. in the Council Chambers of City Hall, Mayor Pro-tem Johnson presiding.

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

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

#### **AMENDMENTS TO AGENDA**

Mayor Albrecht called for any amendments to the agenda. After clarification from the City Attorney, the following item was requested to be added to the Consent Agenda:

- Real Property Exchange Agreement between the City of Bemidji and Stanley and Janice Haley

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

#### **MINUTES**

The following minutes were presented for approval:

Council Meeting	May 2, 2016
Special BEDA	May 2, 2016
Board of Review	May 3, 2016
Work Session	May 9, 2016

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

#### **CONSENT AGENDA**

The following Consent Agenda items were presented for approval. Erickson requested that the request to waive permit fees for Habitat for Humanity be removed and added to New Business. **Motion by Erickson, seconded by Meehlhause, to approve the Consent Agenda items as follows:**

1. Claims Submitted by Finance Officer in the amount of \$408,286.81
2. Claims Submitted by VenuWorks for the Sanford Center in the amount of \$50,946.86
3. Approval of Business Licenses for 2016
4. Approval of Beer License for 2016
5. 1-Day temporary Consumption & Display Permit – Chamber Event on 6/14/16
6. Transfer of Taproom & Brewer License – Bemidji Brewing Co. (211 America Avenue NW)
7. **RESOLUTION NO. 6012:** Approving to Not Waive the Monetary Limits on Tort Liability Established by M.S. 466.04 and Appointing Insurance Agent of Record
8. Non-Disturbance Agreement between the City of Bemidji and Stanley and Janice Haley
9. Real Property Exchange Agreement between the City of Bemidji and Stanley and Janice Haley

**Motion carried by unanimous vote.**

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

Members of the AmeriCorps NCCC introduced themselves to help spread the word of their mission of service as they support the needs of the community. AmeriCorps is seeking partnerships that can provide 40-45 hours/week of work for 8-12 adults for 6-8 weeks.

#### **COMMITTEE REPORT**

Bemidji Youth Advisory Commission – Annika Sletta, BYA representative, reported that they are finalizing plan for their June 7 event to be held at the waterfront.

**NEW BUSINESS**

**Consider Approval for the Placement of Project Lifesaver Community signs on City Population Signs**

Erickson expressed concern of the request to remove the DARE signs. She stated that Officer Hunt, Chief Mastin and Captain Marcotte were not aware of the request to remove the DARE sign and do not support that request. In order to place an additional sign, it would require the installation of a stringer post which would cost \$200 per sign. Erickson stated that cost should be paid by the Sheriff's office.

Deputy Scott Hinnars described the Project Lifesaver program and its efforts to help find autistic, vulnerable and disabled individuals by placing a transmitter on their wrist to locate them if they wonder away or become lost. He feels this sign could make visitors and newcomers aware of the program in our community in case they have someone who uses this transmitter become lost.

**Motion by Erickson, seconded by Hellquist to approve the placement of the Project Lifesaver Community signs on the south and west City of Bemidji population signs without removing the DARE signs; if a cost is incurred to install the additional signs that cost will be paid by the Beltrami County Sheriff's Department. Motion carried unanimously.**

**Consider Adoption of the South Shore Marina Dock Leasing & Management Plan**

Director Larson presented the South Shore Marina Dock Leasing and Management Plan pursuant to the discussion at the May 9 Work Session. The Lease and Management Plan includes day dock use and seasonal slip rental. Day dock use will be free of charge and slip rentals will be \$1,500 which includes a lift. Larson is working with Chief Mastin to establish an enforcement plan should any damage or vandalism occur.

**Motion by Johnson, seconded by Meehlhause, adopting the South Shore Dock Leasing and Management Plan and to authorize staff to begin leasing and renting slips in the South Shore Marina. Motion carried unanimously.**

**Consider Contracts for Paul Bunyan Inclusive Playground – Site Plan and Surfacing**

Director Larson stated that quotes were received for the play surface and site work for the inclusive playground. The quote received for the site work was received by the following:

JD Hansen & Sons     \$67,282.50

The quotes received for the surface work was received by the following:

Flagship	\$ 95,958.45
St. Croix	\$234,414.00

The total estimated cost of the project is \$443,400. The Bemidji Rotary has secured \$379,868 of that estimated cost and they continue to raise funds to fulfill their commitment.

**Motion by Meehlhause, seconded by Olson, to award the General Site Work quote to J.D. Hansen & Sons in the amount of \$67,282.50; and to award the Safety Surface quote to Flagship Recreation for the base quote and alternate #1 in the amount of \$95,958.45. Motion carried unanimously.**

**Consider Awards of Bids for Wastewater Treatment Facility Bar Screen Project**

Gray stated that the 2016 CIP includes \$300,000 for the replacement of the bar screening system and related preliminary treatment upgrades at the wastewater sewer treatment facility. The existing bar screen and preliminary treatment process is original equipment and is past its useful life. The following bids were received for the project:

KHC Construction	\$290,000
D-Mark, Inc.	\$321,000
Municipal Service	\$325,000
Eagle Construction	\$347,500

The low bid of \$290,000 was \$20,000 below the design estimate. When design and inspection fees are added to the project the total cost will be about \$330,000. Although this is higher than the amount in the CIP the project is funded entirely with sanitary sewer utility funds and the fund has sufficient reserve the complete the project.

**Motion by Erickson, seconded by Hellquist, to award the Wastewater Treatment Plant Bar Screen – City Project 16-04 contract to KHC Construction in the amount of \$290,000. Motion carried unanimously.**

Waive Various City Permit Fees – Habitat for Humanity

The City County has historically waived fees for the Northwood Habitat for Humanity. The request is to waive fees in the amount of \$2,069 for a home to be constructed at 129 Gemmel Avenue SW. Erickson stated she does not support the request with the \$500 for bituminous replacement as she feels that is a construction cost and not a fee.

**Motion by Erickson, seconded by Johnson, to approve waiving city permit fees in the amount of \$1,569 (original request less \$500) to Habitat for Humanity for a home to be constructed at 129 Gemmel Avenue SW. Motion carried unanimously.**

**ORDINANCE**

**AN ORDINANCE** Amending an Uncoded Section of the Bemidji City Code Pertaining to Alley and Street Vacation (Carson’s Addition) was given a first reading.

**AN ORDINANCE** Amending an Uncoded Section of the Bemidji City Code (Authorizing the Transfer and Exchange of Real Property – Haley Family Trust) was given a first reading.

**AN ORDINANCE** Amending an Uncoded Section of the Bemidji City Code (Authorizing the Sale of Real Property to Center City Housing Corp) was given a first reading.

**UPCOMING COUNCIL MEETINGS**

- Monday, May 23                      5:30 p.m.                      Work Session – Hockey Day-South Shore Request
- Monday, June 6                      6:00 p.m.                      Council Meeting
- Monday, June 13                      5:30 p.m.                      Work Session – 2016 FMP

**COUNCIL/STAFF REPORT**

- Council members provided updates on meetings attended and notice of upcoming meetings.

**ADJOURN**

There being no further business, motion by Meehlhause, seconded by Erickson, to adjourn the meeting. Motion carried. Meeting adjourned at 6:51 p.m.

Respectfully submitted,



Michelle R. Miller  
Deputy City Clerk