

**CITY COUNCIL PROCEEDINGS**  
**BEMIDJI, MINNESOTA**  
**Regular Meeting – June 2, 2014**

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, June 2, 2014 at 7:00 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, Thompson (arrived at 7:20 p.m.)

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

**AMENDMENTS TO AGENDA**

Mayor Albrecht called for any amendments to the agenda. The following consent agenda items were requested:

- Amendment No. 1 to Tower Site Lease Agreement with New Cingular Wireless PCS
- Appointment to the Library Board – Bill Joyce

**Motion by Hellquist, seconded by Erickson, to approve the agenda as amended. Motion carried by unanimous vote.**

**MINUTES**

The following minutes were presented for approval:

Council Meeting	May 19, 2014
Work Session	May 12, 2014

**Motion by Johnson, 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. **Motion by Johnson, seconded by Olson, to approve the Consent Agenda items as follows:**

1. Claims submitted by the Finance Officer in the total amount of \$471,199.54
2. Claims submitted by Venuworks for the Sanford Center in the total amount of \$60,903.91
3. Miscellaneous Business License Renewals for 2014
4. Full Liquor License for Hurricane Grill & Wings at 100 Paul Bunyan Dr S
5. **RESOLUTION NO. 5892:** Adopting Performance Measures for 2013
6. **RESOLUTION NO. 5893:** Authorizing Calendar Parking – Conifer Street NW (15<sup>th</sup> Street to 23<sup>rd</sup> Street NW)
7. Amendment No. 1 to Tower Site Lease Agreement with New Cingular Wireless PCS
8. Appointment to the Library Board – Bill Joyce

**Motion carried by unanimous vote.**

### **CITIZENS NOT ON AGENDA**

No one appeared.

### **COMMITTEE REPORTS**

Bemidji Youth Advisory Commission – Annikka Roy, BYA President, reported on BYAC election results for next school year - Hanna Sorenson, President and Kali Wilson, Vice President.

Librarian's Report - Paul Ericsson, Branch Manager, reviewed the Library's summer reading program and the Book Festival (June 16-21).

### **NEW BUSINESS**

#### **Sanford Center Signage**

Gray stated that he has been working with MnDOT on obtaining permission and costs for the installation of Sanford Center guide signs to be located on TH 2 bypass. He noted that the Sanford Center Executive Director recommended the signage for the Event Center as it would be beneficial. Gray reviewed the size and location of the signs. He stated that the cost for three signs is \$5,453 and possible financing for the project could come from the 2014 Contingency Budget line item.

Erickson agreed that directional signage was necessary but did not feel it should come from the City's Contingency Budget. She stated that the cost should be reflected in the Sanford Center budget as it is for the Sanford Center.

Chattin commented that from staff's perspective it could easily be pay out of the Sanford Center budget if in the motion the Council wanted to approve the additional dollars. Whether it comes directly from the City or funneled through the Sanford, it is still the City's money.

Mayor Albrecht stated that it makes sense that the City should pay for the signs. It is important to have this signage as many visitors are coming to Bemidji to the Event Center and we are lacking signage.

Hellquist asked the Finance Director if it made a difference? Eischens stated that he recommended Contingency Budget as the Sanford Center does not have a contingency line item. Eischens stated that if the Council wishes for it to come from the Sanford Center, staff will do the paperwork.

**Motion by Erickson, seconded by Olson, authorizing payment to MnDOT in the amount of \$5,453 from the Sanford Center for the purchase and installation of Sanford Center guide signs. The City will transfer said funds from the contingency budget to the Sanford Center to cover the cost. Motion carried unanimously.**

#### **2015 Reconstruction of Irvine Avenue & 30th Street (City Project 15-02)**

Gray reviewed the 2015 Reconstruction of Irvine Avenue and 30<sup>th</sup> Street. He stated that the feasibility report looked at the option of constructing a 10-foot bituminous trail along the north side of 30<sup>th</sup> Street from Irvine Avenue to Ridgeway Avenue. The cost to add the trail is estimated at \$135,000. Federal and state aid highway funds cannot be used for the trail. He recommended that the Council direct city staff to add \$50,000 for possible trail costs to

the proposed 2015 street property tax levy as part of the 2015 budget process. This would increase the street reconstruction tax levy to \$400,000.

Discussion followed regarding North Country Park and if there was adequate parking for events at that park. Larson stated that there was and that there is room for an additional parking when needed, if funding is available.

**Motion by Meehlhause, seconded by Johnson, directing the City Engineer to include a 10-foot bituminous trail in the design of the proposed 2015 30<sup>th</sup> Street Project and include \$50,000 in the 2015 budget. Motion carried unanimously.**

#### Paul Bunyan/Library Park

Larson reviewed the updated Paul Bunyan Park site plan based on input from the City Council and the Parks & Trails Commission. She noted that there are seven alternate bid items identified for the project at a cost of \$149,350. The estimated construction cost including the contingency is \$1,362,255. Funding for this project is through sales tax funds and a \$750,000 Legacy Grant. Larson stated that the Project will start the end of July and will be substantially completed by October.

**Motion by Olson, seconded by Meehlhause, approving the plans and specifications and authorizing the advertisement for bids for the Paul Bunyan/Library Park project. Motion carried unanimously.**

#### Consulting Services Proposal – City Arena

Larson stated that at the April 28, 2014 work session, the Council approved a contract with Steven's Engineering for an evaluation study of the Neilson Reise Arena on a not to exceed amount of \$10,000, including all reimbursable expenses. Stevens will evaluate options for improvements to the building, replacements or improvement options for the plant, floor and dasher system as well as HVAC and dehumidification. Larson stated that after discussions with Scott Ward from Steven's Engineering, staff is recommending that the Council approve an amended contract amount of \$12,570. The amended contract includes travel expenses for two site visits – the kick-off meeting and a final presentation of the evaluation to the City Council. The final presentation will provide the opportunity to clarify and ask questions regarding the final evaluation report.

**Motion by Olson, seconded by Hellquist, approving an amended contract with Steven's Engineering for a total contract amount, not to exceed \$12,570 to be funded through Contingency Funds. Motion carried unanimously.**

#### UPCOMING COUNCIL MEETINGS

- |                   |           |   |
|-------------------|-----------|---|
| • Monday, June 9  | 5:30 p.m. | Work Session – 2015 Budget                |
| • Monday, June 16 | 5:30 p.m. | Public Affairs Committee – Upstream TV    |
| • Monday, June 16 | 7:00 p.m. | Council Meeting                           |
| • Monday, June 23 | 5:30 p.m. | Strategic Planning Session – BSU Location |

#### COUNCIL/STAFF REPORT

- Council members provided updates on current events and meetings.

**ADJOURN**

There being no further business, motion by Hellquist, seconded by Olson, to adjourn the meeting. Motion carried. Meeting adjourned at 8:35 p.m.

Respectfully submitted,

Kay M. Murphy  
City Clerk