

BAGLEY CITY COUNCIL PROCEEDINGS  
OCTOBER 11, 2005

The Bagley City Council met in regular session on October 11, 2005 at 7 PM in the City Council Chambers.

Present were members: Mayor Steven M. Beltz, Council Members Karen Anderson, Mark Edevold, Howard Moore, and Clerk Treasurer Colleen R. Lindgren.

Also present were Officer Darin Halvorson, Arnie Teige, Deb Cage, Earl Holmstrom, Stacy Klema and Suzann Julin.

Motion was made by Edevold to approve the reading of the past meetings minutes. Seconded by Moore, passed unanimously.

Motion was made by Edevold to regretfully accept the resignation of Council Member Julie Derby. Seconded by Anderson, passed unanimously.

Mayor Beltz asked members to start thinking about a replacement for Derby. Names of interested citizens should be brought to the next Council meeting.

Stacy Klema was present to speak with the Council on behalf of the Playground Committee. The Committee is very close to raising all the funds for the park playground equipment. They are looking for a place in the park where to put it. Street Superintendent Teige was called upon. He has two issues with putting it in the frog pond area. 1. Playgrounds do not mix with campgrounds and campers. 2. It would be a major excavation to put the equipment in this area. Frost would push up the cement and the poles and this would lead to major expense. Cost could range from \$8,000 to \$10,000. Mayor Beltz asked about the beach area. Teige agreed saying that there is really no need for two volleyball courts. There would not be an issue with parking, it would be close to a picnic shelter, and the ground is higher. At some point in time, the Council may want to extend the campground into the Frog Pond area. Klema agreed with the beach area. The reason the Playground Committee wants an answer now is that if they purchase the equipment now instead of in the spring, they will save \$1,000. A man from the Company will be asked to come down to measure the area on the beach. Teige figured that the preparation cost would be around \$3,000. Edevold stated that the Council has talked about doing more of an overall plan for the Frog Pond area. If a playground is too close to a campground, people think it is for the campers only. Motion was made by Edevold to approve the playground equipment and locate it somewhere in the area north of the beach jungle jim but south of the volleyball area. Seconded by Anderson, passed unanimously. Teige stated that the equipment could be stored in the old city garage for the winter. Klema also asked about taking out the old equipment in the park, feeling that this equipment is unsafe. Nothing was decided on this at this time.

Motion was made by Edevold to go up to \$3,000 in preparation costs and anything over that amount the City will cover. Moore stated he does not feel a price should be committed to, because what if something else should come up. He feels the numbers are a little wild yet. Edevold pulled his motion from the floor. Klema would still like to see an exact dollar amount for grant reasons. Teige stated he could get the preparation costs pretty close now that he knows the size of the area and where it may be going.

Motion was made by Moore to pass Resolution #18-05 RESOLUTION CALLING FOR PREPARATION OF A PRELIMINARY REPORT ON THE PROPOSED INDUSTRIAL PARK IMPROVEMENTS. Seconded by Anderson, passed unanimously.

Motion was made by Anderson to pass Resolution #19-05 RESOLUTION RECEIVING PRELIMINARY REPORT AND CALLING FOR A PUBLIC HEARING ON THE INDUSTRIAL PARK IMPROVEMENT. Seconded by Edevold, passed unanimously. Public Hearing was scheduled to be held on November 8<sup>th</sup> at 6:30 p.m. in the Bagley City Council Chambers.

Discussion was held on an "Option to Purchase Land" statement that was given to the Council by Utilities Manager Earl Holmstrom. Minnkota Power Cooperative is purchasing from Gary & Karen Gesell a parcel of property in order to build a new sub-station for the City. The City will need to build a road into the area and get an easement from Gesell. Holmstrom just wanted to bring this before the Council for their information. There will need to be a Zoning Change on the property, which Minnkota Power will need to do. Howard Moore, Chairman of the Zoning Commission, set up a meeting of the Zoning Board for October 18<sup>th</sup> at 7 PM in the City Council Chambers. The road will need to be built and maintained by the City. Street Superintendent Teige questioned the road going west and he had some concerns on it.

One side of the area where the road is proposed goes straight up. Holmstrom stated he will check into it and there is nothing that the Council needs to do at this time.

Discussion was held on the proposed Pawn Ordinance. Attorney Rasmussen has some concerns on the ordinance because Beltrami County is going through some changes on the one the City of Bemidji passed. Rasmussen does not agree that the ordinance should be passed yet. Mayor Beltz has not heard if the City of Bemidji is going to change theirs yet, but he feels that the City of Bagley should hold off for the time being. Waiting will not hold up the business in town that is looking for an ordinance.

Department Reports: Darin Halvorson, Police Dept. Halvorson asked permission for himself and Officer L. Peterson to attend a Methamphetamine training in Mpls. on November 1 & 2. Cost is \$50 each for the training, Motel at \$69.00 for one night, and mileage. These expenses could be covered under the D.A.R.E. funds. Motion to approve was made by Anderson. Seconded by Edevold, passed unanimously.

For the Councils information, Halvorson told how the K-9 dog Copper had helped in the capture of two men at A&E Produce outside of the City.

Edevold stated that he has gotten more calls about loud noise in the City. Clerk was instructed to send a copy of an example of a noise ordinance to the City Attorney and ask him to have comments back to the Council by the next regular Council meeting.

Liquor Store: There is a 3% profit over last year. Clerk explained to the Council what happened at the recent robbery in the Liquor Store. Council expressed ideas on what should be done at the liquor store so this does not happen again.

Zoning: Marvin Edelback does not want to be on the zoning board. Members will keep looking for people to be on the board.

Roads & Bridges: Arnie Teige, Street Superintendent. The engine in the City loader has been having problems. There is 8000 hours on it and it is leaking oil. A new engine installed will cost \$8,275 plus shipping costs. Teige asked if the Council would approve to have it repaired because he doesn't know how long it will last. The City doesn't have another one to use and he would like to see it done before it snows. The rest of the machine is in good shape. Motion was made by Edevold to have the loader fixed and funds will come out of the repair budget. Seconded by Moore, passed unanimously.

City Hall: Colleen Lindgren, Clerk. The book "2005 Law Summaries" prepared by the League of Minnesota Cities is on file in the City Clerks Office.

Clerk brought a bill before the Council concerning some repair work done in the City Cemetery. Teige reported on the work done and the stone, which he replaced for the same person. Motion was made by Moore to deny paying the bill because the City did their share in fixing the stone. Seconded by Anderson, passed unanimously.

Chris Arnold was present to speak with the Council about the City Web Site. Work is being done on it. There have been a few names said but one has not been picked yet. Training meetings are being held. Arnold hopefully will have the site up by November 1. Pictures are being taken. Different sites are being worked on for the city departments. Other cities are charging fees of \$50 to \$75 to organizations/businesses that want to link into the City web site. This is something the Council will need to decide on. The Community Calendar is being worked on. Members were encouraged to go online and see what has been done so far. Discussion was held on if it would be possible for Arnold to work on the site during slow times as he is on duty at the liquor store. A new telephone line would need to be put in to be able to work on the computer plus it would also help with the credit card machine. Arnold was asked to get this done. Clerk will speak to the Manager about a new door on the office in the liquor store and some other items that the Council would like to see done. Tom Burford, Farmers Independent, is looking at doing something through the newspaper for the web page. Some of the City Ordinances may also be put on.

Motion was made by Edevold to pay the outstanding bills. Seconded by Anderson, passed unanimously.

Committee Reports: Buildings-Moore. The land holes in the trailer court have been filled in, so Moore feels the Council does not need to do anything further.

Parks & Recreation: Anderson. Future plans for the park should be worked on this winter. Clerk asked if the Council would again want to have Park brochures handed out at three different Camping and Vacation Shows, which are put on around the state. Total cost to send out 400 brochures is \$90.00. Clerk was instructed to do so.

Edevold stated that the Public Utilities are moving forward on finding a new manager for the Utilities Department. Goal for the new person to begin is January 1, 2006.

Moore asked if the Council is going to work more on the Budget for 2006. Mayor stated that nothing more needs to be done until the Truth In Taxation Hearings are held. Discussion was held on the hearings coming up for this.

Being there was no further business to come before the Council, motion to adjourn was made by Edevold. Seconded by Moore, passed unanimously.

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Steven M. Beltz, Mayor

ATTEST:

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Colleen R. Lindgren, CMC  
City Clerk Treasurer

COUNCIL PUBLIC HEARING  
NOVEMBER 8, 2005

Mayor Steve Beltz opened the Public Hearing at 6:30 p.m. in the Bagley City Council Chambers.

Present were Mayor Steven Beltz, Council Members Howard Moore, Karen Anderson, and Clerk Treasurer Colleen Lindgren, Curt Meyer, Dan Sauve, Dan Hecht, Steve Crandall, Mike Dominick, Keith Larson.

RE: Industrial Park Project

WSN Engineer Curt Meyer explained the project including adding any special assessments to the project. The improvement consists of upgrading Park Avenue from a rural section roadway to an urban section with storm sewer and Industrial Park Drive will be a new urban section road with storm sewer and an associated storm pond. The City has received a \$535,000 grant to help pay for the project. Project will be bid this winter. Total estimated cost is \$906,494.00. County Engineer Dan Sauve stated that there could be more funds available if some of the projects that have been approved do not get completed. Some changes that may bring the cost down are the kind of pipe used and if the Council decides to use fabric under the road. Special assessments will be charged on front footage. The City Council may or may not have another Public Hearing on the project after it gets bid, it just depends on if the bids come back way out of line of what the estimates are. For sure the next public meeting will be when the project is finished and the special assessments need to be done.

Dan Hecht asked if Meyer had a rough guess on what the assessment cost would be. Meyer stated that a really rough guess would be around \$50.00 per foot

Steve Crandall asked if the lots would be leveled off before the roads are put in. Meyer stated that the right of ways will be looked at and the grading of the roads will need to be looked at.

Dan Sauve asked if all the lots will be assessed including the City owned lots and the County owned lots. Meyer stated that all lots would be assessed. Sauve asked if the Council would consider any in kind work because the County agreement stated that his time is donated to the project. This is unknown at this time by the Council. Road will be 32 feet wide, face to face.

Mayor Beltz asked for further discussion. Sauve stated that there would probably not be a December bid letting. May come before the County Board in January. If the City decides to go with fabric it will extend the life of the road.

Mayor Beltz asked for further discussion two more times. Being there was no further questions or comments the Mayor closed the hearing at 6:50 p.m.

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The Bagley City Council met in regular session on November 8, 2005 at 7 p.m. in the City Council Chambers.

Present were Mayor Steven M. Beltz, Council Members Howard Moore, Karen Anderson, and Clerk Treasurer Colleen R. Lindgren. Councilman Mark Edevold was absent.

Also present were Keith Larson, Clif Kastner, Arnie Teige, Darin Halverson, John Gerbracht, Ken Moen, Lesa Bellefy, Juanita Stuhaug, Pastor Gary Fry, and one unknown guest.

Motion was made by Moore to approve the minutes as read. Seconded by Anderson, passed unanimously.

Discussion was held on appointment of a new member to the Council. Council Member Anderson stated that she had spoken to John Sutherland to see if he was interested because he had run for the position in the last election. He told her that he would like to be on the Council. Mayor Beltz stated that he had spoken to Kraig Fontaine and he was also interested in being on the Council. Motion was made by Anderson to appoint John Sutherland to the City Council. Seconded by Moore, passed unanimously.

County Commissioner Keith Larson was present to speak with the Council about snow plowing in the City. The County has some new lots in the city and he was wondering if some of the snow could be plowed into the berms, which Teige makes in the streets during plowing. Teige stated that it is not allowed anywhere else because it piles up too much snow for the City crew to take care of. Larson also questioned as to the plowing of snow by the Wee Care Center and on Valley Street. Will the snow be plowed where the school buses turn at Wee Care plus down Valley Street to the Kastner house? Clerk stated the street is not a City street yet and the plat has not been approved by the County Records Office. Teige stated that his understanding is that he does not take care of streets until they are fully

developed and dedicated to the City. The street going north & south has always been plowed. Teige stated that in order for him to plow Valley Street, the utilities department would need to go in and mark all their utilities and water shutoffs so that he does not hit them while plowing. Motion was made by Anderson to have Teige do the snow plowing around the Wee Care Center and down Valley Street. Seconded by Moore, passed unanimously.

Larson also asked about the area called Verna Street. He wants to know where the right of way is because Wee Care wants to plant trees on their lot. Their concern is that the City is going to widen the street and what is the footage of the road. Teige stated that if trees are planted, they need to be back far enough for plowing. A survey map was completed by WSN earlier.

Clif Kastner asked about his 50-foot lot, which is connected to the end of Verna Street. Is the lot not considered any good to build on because the road cuts into it? Mayor Beltz stated that it is not a 50-foot lot any more. Clerk was instructed to check with the City Attorney on what should be done and get letters to the landowners in the area. Wee Care wants to sell their land if possible.

Lesa Bellefy was present to ask the Council for a Liquor License. She and her husband Larry are purchasing Main Street Tavern from Adam Highberg. They would like to transfer the Liquor License into their name. Motion was made by Anderson to transfer Main Street Tavern Liquor license to Larry Bellefy and to prorate the fee for the rest of 2005. Seconded by Moore, passed unanimously.

Motion was made by Anderson to approve a Gambling License for the newly formed Bagley Ducks Unlimited Chapter for their March 23, 2006 banquet. Seconded by Moore, passed unanimously.

Motion was made by Moore to pass Resolution #20-05 RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS. Seconded by Anderson, passed unanimously.

Discussion was held on a Pawn Ordinance that has been worked on for some time. Motion was made by Moore to pass Ordinance #161 – AN ORDINANCE RELATING TO THE LICENSING AND REGULATION OF PAWNBROKERS, SECONDHAND AND PRECIOUS METAL DEALERS, AND TO ADOPT, ESTABLISH, AND IMPLEMENT THE USE OF THE AUTOMATED PAWN SYSTEM (APS). Seconded by Anderson, passed unanimously.

Discussion was held on a proposed ordinance relating to noise in the City limits. Attorney E. Rasmussen had gone through the Bemidji Ordinance and made some changes for the City of Bagley but the Clerk did not know exactly what the changes were. Moore stated he would like to go through the ordinance before it gets passed to see what changes were made. Anderson had some questions on it also. Clerk was instructed to mark the changes on the ordinance and bring back to the next regular Council meeting.

Council received a letter from HRDC Business Loan Specialist Susan Hoosier concerning a request put in by Real Stone Manufacturing on an extension for their job creation goal. The State DEED office has approved the extension. Motion was made by Moore that the Council also approve the extension. Seconded by Anderson, passed unanimously.

Department Reports: Fire Department-none.  
Police Department-none.

Liquor Store: Ken Moen, Manager. Moen brought to the Council some ideas on what he would like to see done with the front of the building to spruce it up. He would like to the Council Members to give him some ideas also.

All safety issues that the Council wanted to see done at the store have been completed except for the buzzer on the door. This has not arrived yet.

Zoning: Howard Moore. A Public Hearing will be held on November 15 for the Sub-Station, which Minnkota Power is proposing to put in.

Roads & Bridges: Arnie Teige. The loader has been repaired and works well. In the new shop, the furnace is now working but the air exchange system is not.

Public Utilities: Holmstrom not present. Edevold had told the Mayor earlier that the Commissioners would be interviewing three candidates for the Utilities Managers position, next week.

City Hall: Colleen Lindgren. Clerk reminded the Council about the Truth In Taxation Public Hearing to be held on December 1 at 5:30 p.m.

Materials were handed out for the 2005 LMC Annual Conference and Marketplace coming up on Dec1-3 in Rochester.

Mayor asked if the Zoning Board had come up with any names of people who might be interested in being on the board. Moore stated no. Clerk informed the Council that Kraig Fontaine may be interested. Mayor Beltz suggested asking him.

Motion was made by Moore to pay the outstanding bills, including one from the Bagley Fire Department for wages but holding the bill of Widseth Smith Nolting. Seconded by Anderson, passed unanimously.

Commissioner Larson asked if there was any gravel that the City has that could be put on Valley Street. Teige stated that the City does not have any unless it is purchased. After discussion, it was decided that if Cliff Kastner would purchase the sand for the road, Teige would be able to spread it.

Being there was no further business to come before the Council, motion to adjourn was made by Anderson. Seconded by Moore, passed unanimously.

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Steven M. Beltz, Mayor

ATTEST:

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Colleen R. Lindgren, CMC  
City Clerk Treasurer

CITY COUNCIL PROCEEDINGS  
DECEMBER 13, 2005

The Bagley City Council met in regular session on December 13, 2005 at 7 p.m. in the City Council Chambers.

Present were Mayor Steven M. Beltz, Council Members Howard Moore, Mark Edevold, John Sutherland, Karen Anderson, and Clerk Treasurer Colleen R. Lindgren.

Utilities Manager Earl Holmstrom was also present.

Motion was made by Moore to approve the past meetings minutes as read. Seconded by Sutherland, passed unanimously.

Motion was made by Anderson to approve Pay Estimate #7 in the amount of \$25,029.11 to Northstar Materials for the airport project. Seconded by Edevold, passed unanimously.

Motion was made by Anderson to approve the Final Payment of \$7,034.10 to Northstar Materials for the airport project. Seconded by Edevold, passed unanimously.

A letter has been received from Team Industries stating that they are not planning on going ahead with their request for a loan through the Minnesota Investment Fund. Motion was made by Moore to approve their request and for the Clerk to send a letter to the state to cancel the project. Seconded by Anderson, passed unanimously.

Motion was made by Anderson to approve the quote for Audit Services received from Miller, McDonald, Erickson & Moller, Ltd. in the amount of \$11,600 (City \$4,640, Public Utilities \$5,060, and Liquor Store \$1,900). Seconded by Moore, passed unanimously.

Motion was made by Moore to increase City employee wages for 2006 as follows: Steven Haugen, Daren Halverson, Arvin Teige, Colleen Lindgren, Ken Moen, Earl Larson, Chris Arnold – 50 cents per hour; Gary Coyer and Faye Jacobs – 75 cents per hour. Seconded by Anderson, passed unanimously.

Discussion was held on the 2006 Proposed Budget. Clerk explained all the new figures in the new budgets: City Hall - \$ 317,496; Fire Department-\$53,275; Police Department-\$292,566; Road & Bridges-\$302,382; Park & Recreation-\$54,428; Cemetery-\$6,320; Community Service Program-\$2,400; Zoning Commission-\$5,040; Economic Development-\$21,896; Airport-\$8,780; Firemen's Relief Transfer-\$20,910; Special Assessment (Fire Truck)-\$10,000. Total expenses equal \$1,095,493.00. Motion was made by Moore to approve the 2006 Proposed City Budget. Seconded by Anderson, passed unanimously.

Discussion was held on the 2006 Proposed Levy. Clerk explained that with the changes in the Budget it would raise the levy from 2005 by 16.3%. Sutherland asked about getting the levy back to the 15.15% increase by kicking out the other half of the Police squad car because they do have another used one they could use if problems occurred. Edevold stated he feels that a fund should be built up for a car. Edevold asked the Clerk how much was put into the park upgrade fund. Clerk explained what was put into the fund, which was saved by the wage difference. \$20,180. will be put into the Park Upgrades fund. Council would like to see the levy kept at a 15.15% increase. Motion was made by Edevold to approve the 2006 Levy. Seconded by Moore, passed unanimously. Levy to be: \$428,623.00.

Department Reports: Liquor store – Ken Moen contacted Clerk Lindgren to ask the Council for permission to be open on December 26 and January 2 being these are legal Holidays. Motion was made by Anderson to approve the openings. Seconded by Sutherland, passed unanimously.

Police Department: No report.

Fire Department: A donation of \$500 was received from the Clearwater Polk Round-up fund to be put towards the 2006 Fireworks. The Firemen elected the following men as Officers for 2006, with Council approval: Chief-Tony Marty; First Assistant Chief-Rick Viktora; Second Assistant Chief-Todd Brustad; Secretary-Dan Hecht; Treasurer-Tony Merschman; and Firemen's Relief-Dan Keough. Motion was made by Edevold to accept the slate of Officers. Seconded by Sutherland, passed unanimously.

Roads & Bridges: No report.

Zoning: Howard Moore-no report.

Public Utilities: Earl Holmstrom. All Christmas decorations are up. Permanent wiring for the decorations has been done on the east end. This is Holmstrom's last meeting due to his retirement. Mayor Beltz thanked Holmstrom for all his work.

City Hall: Colleen Lindgren. County Cottage/Yvonne Erickson has paid off her loan to the Revolving Loan Fund #1. Notice has been received that the Pay Equity report is due to the State by January 31, 2006. Clerk will put in the new dollar amounts and bring to the next City Council meeting.

Motion was made by Anderson to approve the following 2006 Dance Permits: American Legion Club and S&K Bar. Seconded by Sutherland, passed unanimously.

Motion was made by Edevold to approve the 2006 Club License for the Bagley American Legion Club. Seconded by Anderson, passed unanimously.

Motion was made by Moore to approve the following Liquor Licenses for 2006: Main Street Tavern, S & K Bar & Grill, and Great Northern Bar & Grill (contingent on getting insurance papers). Seconded by Edevold, passed unanimously.

Motion was made by Anderson to approve the following Sunday Liquor Licenses: American Legion Club and S & K Bar & Grill. Seconded by Edevold, passed unanimously.

Motion was made by Moore to set the regular City Council meetings for 2006 on the following dates: January 10, February 16, March 14, April 11, May 9, June 13, July 13, August 8, September 14, October 10, November 14, and December 12. Seconded by Sutherland, passed unanimously.

Moore brought before the Council the matter of the Zone Change for the proposed Sub-Station to be located at S 250' of the W 26 rods of the W ½ NE ¼ SW ¼ of Section 30, TPP 147N, R 37W of the 5<sup>th</sup> principle meridian, containing 2.46 acres more or less. Discussed at the same time was an Option To Purchase Land, which is between Minnkota Power Cooperative and Gary & Karen Gesell. Option needed to be redone due to Holmstrom getting it signed before the Council approved it. Council needs to approve it because there is work to be done on the road and the City must maintain it. Clerk stated that the option should not have been signed before the Council agreed on it. Motion was made by Moore to approve the Option to Purchase Land. Seconded by Sutherland, passed unanimously.

Motion was made by Anderson to appoint Kraig Fontaine to the Zoning Board. Seconded by Moore, passed unanimously.

Motion was made by Edevold to approve the Zone Change for Minnkota Power Proposed Sub-Station at the above-mentioned location, from a R-1 to I-2. Seconded by Anderson, passed unanimously.

The Outstanding bills were gone over. Clerk stated that one additional bill for the Liquor Store is Thorson Trucking in the amount of \$507.54. Clerk also recommended holding payment to Widseth Smith Nolting for the Industrial Park Project. Motion to approve the bills including Thorson Trucking and excluding the WSN billing was made by Moore. Seconded by Anderson, passed unanimously.

Committee Reports: Liquor Store-Sutherland. Moen had taken Sutherland around the store building and there are repairs needed. There has been water leakage and new siding is needed. Discussion was held on repairs to the old building or looking into finding a different building. There are no reserve funds for a new building.

Being there was no further business to come before the Council, motion to adjourn was made by Moore. Seconded by Anderson, passed unanimously.

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Steven M. Beltz, Mayor

ATTEST:

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Colleen R. Lindgren, CMC  
City Clerk Treasurer