

WILLMAR CITY COUNCIL PROCEEDINGS
COUNCIL CHAMBERS
WILLMAR MUNICIPAL UTILITIES BUILDING
WILLMAR, MINNESOTA

November 1, 2000
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Lester Heitke. Members present on a roll call were Mayor Heitke, Council Members Verna Kelly, Ron Christianson, Douglas Reese, Denis Anderson, Nancy Houlahan, Jim Dokken, and Rick Fagerlie; Present 9, Absent 1 - Bruce DeBlieck was excused from the meeting.

Also present were City Administrator Michael Schmit, City Attorney Richard Ronning, Police Chief Jim Kulset, Fire Chief Marv Calvin, Public Works Director Mel Odens, Finance Director Steven Okins, Planning and Development Services Director Bruce Peterson, Community Education and Recreation Director Steve Brisendine, and City Clerk Kevin Halliday.

The Municipal Utilities Commission Minutes of October 23, 2000, were removed from the Consent Agenda.

Council Member Kelly offered a motion adopting the Consent Agenda, which included the following: City Council Minutes of October 18, Rice Hospital Board Minutes of October 24, Human Rights Commission Minutes of June 20 and September 19, and Planning Commission Minutes of October 25, 2000. Council Member Fagerlie seconded the motion, which carried.

The Council discussed the Municipal Utilities Commission Minutes, inquired as to the location of a water tower and requested further details on the specific contingencies in the request for capital contributions from Allied Power. City Administrator Schmit indicated the complete details of the proposal would be presented to the Finance Committee in the near future. The Municipal Utilities Commission Minutes of October 23, 2000, were approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Reese, seconded by Council Member Christianson, and carried.

Mayor Heitke acknowledged that no one had signed up to address the City Council during its scheduled Open Forum.

Steve Roe, Chairman of KandiLink, appeared before the Mayor and Council to present an update on telecommunications matters developing in the West Central area. Mr. Roe discussed issues such as the adoption of the City's Right-of-Way Ordinance, U. S. West's provision of additional long-distance capacity to meet the business demands, En-Tel Communication's completion of nearly 90 percent of the backbone telephone system in the City, and Charter Communications providing high speed internet services via the cable system. Mr. Roe also discussed areas of work to be completed in the coming months. This matter was for information only.

The Finance Committee Report of October 23, 2000, was presented to the Mayor and Council by Council Member Kelly. There were nine items for Council consideration.

Item No. 1 Willmar Municipal Utilities General Manager Mike Nitchals appeared before the Committee to explain a request from Allied Power for an additional capital contribution of between \$75,000 and \$300,000 from the Municipal Utilities. Allied Power would use this capital and a matching request to Kandiyohi County Cooperative Electric for the purchase of a building to lease to En-Tel Communications. Several issues were addressed, and the Committee requested that General Manager Nitchals bring back more detailed information when available.

Item No. 2 The Committee reviewed a request from Main Street Willmar to help fund the "Relight Willmar for the Holiday's 2001". Main Street is currently working on a plan to light up the heart of the City with long-lasting, durable lights. The plan includes purchasing new on-street holiday decorations.

The Committee's fundraising goal is \$60,000, and the City is being asked to make a commitment of \$5,000 for the project. The Committee was recommending to the Council that representatives from the Main Street Relighting Committee attend a future Committee meeting and the matter be referred to the budget process. Council Member Kelly moved to approve the recommendation of the Finance Committee with Council Member Anderson seconding the motion, which carried.

Item No. 3 The Committee reviewed a new law enacted in 1999 which requires the City to hold a public hearing and adopt a resolution if tax rates turn out to be higher the following year than rates for the previous year. The Committee was recommending to the Council to set the hearing for November 15, 2000.

Resolution No. 1 was introduced by Council Member Kelly, seconded by Council Member Anderson, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 1

Tax Rate Authorization

WHEREAS, the State of Minnesota has enacted Chapter 243, Laws of Minnesota 1999, Article 6, Section 2 requiring a City Council to have adopted and filed an authorizing resolution if its City tax rate turns out to be higher the following year than a theoretical tax rate for the previous year under the law; and

WHEREAS, there are numerous factors that can potentially cause tax rates to rise, and if the tax rate has to go up, the City of Willmar wishes to be in compliance with the law that an authorizing resolution be adopted and filed.

NOW, THEREFORE, BE IT RESOLVED that if the tax rate of the City of Willmar for the Year 2001 is higher than the tax rate certified by the County Auditor under clause (3) of Section 2, Article 6, Chapter 243, Laws of Minnesota 1999, the higher tax rate is hereby authorized by the City Council of Willmar.

BE IT FURTHER RESOLVED that an official copy of this adopted resolution be filed with the County Auditor.

Dated this 1st day of November, 2000.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 4 The Committee reviewed an annual audit from the Honeywell Service Agreement. The agreement is half way through the 10-year period, with a guaranteed savings amount of \$93,059, falling \$10,660 short at \$82,399. The Committee was recommending to the Council to introduce a resolution reappropriating \$10,660 to the respect departments based on their allocation.

Resolution No. 2 was introduced by Council Member Kelly, seconded by Council Member Anderson, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 2

BE IT RESOLVED by the City Council of the City of Willmar to authorize the Finance Director to make the following changes within the General Fund Budget, Waste Treatment and WRAC-8 Budgets:

General Fund:		
Increase:	Estimated Revenue - Honeywell Rebate	\$8,386.00
Increase:	Appropriations - Utility Accounts	8,386.00
Waste Treatment:		
Increase:	Estimated Revenue - Honeywell Rebate	\$ 500.00
Increase:	Appropriations - Transfer to General	500.00

WRAC-8:

Increase: Estimated Revenue - Honeywell Rebate	\$2,774.00
Increase: Appropriations - Utility Accounts	2,774.00

Dated this 1st day of November, 2000.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 5 The Committee requested staff to place information on the Community Investment Fund on the next agenda. This matter was for information only.

Item No. 6 The Committee considered an application for the renewal of a Currency Exchange License from Bennett Ventures, Inc. D.B.A. Ace Cash Express. Minnesota Statutes 53A-04 requires the governing body to give published notice of its intention to consider the issue and solicit testimony from interested persons.

The Committee was recommending to the Council that a public hearing be scheduled for November 15, 2000. Council Member Kelly moved to approve the recommendation of the Finance Committee with Council Member Anderson seconding the motion, which carried.

Item No. 7 The Committee considered a recommendation from staff to amend the Mayor and Council budget for the additional activity of hosting the League of Minnesota Cities regional meeting. The Committee was recommending to the Council to amend the General Fund budget. Resolution No. 3 was introduced by Council Member Kelly, seconded by Council Member Anderson, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 3

Supplies:		Receivables:	
Postage	\$ 40.00	Other-Registrations	<u>\$2,990.00</u>
Subs. Of Person	<u>1,500.00</u>	Total:	\$2,990.00
Total:	<u>\$1,540.00</u>		
Other Charges:		Financing:	
Rents	\$ 150.00	Other-Registrations	<u>\$2,990.00</u>
Other Charges	<u>1,300.00</u>	Total:	\$2,990.00
Total:	<u>\$1,450.00</u>		
Grand Total:	\$2,990.00		

Dated this 1st day of November, 2000.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 8 The Committee reviewed an amendment to the Airport Capital Improvement Budget. This amendment was to cover the costs of the Council's action to approve phase four of the Airport Project. The total costs will be funded on a 90 percent Federal and 10 percent City cost share.

The Committee was recommending to the Council to introduce a resolution setting the Airport Capital Improvement Budget at \$640,282.00. Resolution No. 4 was introduced by Council Member Kelly, seconded by Council Member Anderson, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 4

REVISED PRELIMINARY BUDGET

AIRPORT IMPROVEMENT PROJECT
ESTIMATED TOTAL COST \$640,282

PERSONNEL SERVICES:

Overtime Reg. Employees	\$1,000.00
Salaries Temp. Employees	500.00
Employer Pension Contr.	<u>1,000.00</u>
Total:	\$2,500.00

RECEIVABLES:

State	\$210,133.00
City (Ind. Dev. Fund)	169,095.00
Other-FAA	<u>261,054.00</u>
Total:	\$640,282.00

SUPPLIES:

Office Supplies	\$1,500.00
Small Tools	500.00
Motor Fuels & Lubricants	1,000.00
Postage	500.00
General Supplies	<u>2,000.00</u>
Total:	\$5,500.00

FINANCING:

State	\$210,133.00
City	169,095.00
Other-FAA	<u>261,054.00</u>
Total:	\$640,282.00

OTHER SERVICES:

Printing & Publishing	<u>\$1,000.00</u>
Total	\$1,000.00

OTHER CHARGES:

Prof. Serv. (HNTB, Aerial Photos)	\$560,782.00
Advertising (Survey)	500.00
Adm. OH (Transfer)	60,000.00
Other Charges	<u>10,000.00</u>
Total:	\$631,282.00

GRAND TOTAL: \$640,282.00

Dated this 1st day of November, 2000.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 9 The Committee reviewed the following reports: August Rice Hospital Financial, September WRAC-8, September D.S. Library, September CVB and September Rice Trust Reports. This matter was for information only.

The Finance Committee Report of October 23, 2000, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Kelly, seconded by Council Member Anderson, and carried.

The Labor Relations Committee Report of October 25, 2000, was presented to the Mayor and Council by Council Member Christianson. There was one item for Council consideration.

Item No. 1 The Committee meeting was closed to review the status of the Department Head, First Line Supervisor and Confidential Employee group. Upon reopening the meeting, the Committee was recommending to the Council approval of a three-year employment contract with the Department Head, First Line Supervisor and Confidential Employee group. The contract provides for a 3 percent wage adjustment in each of the three years; increases in the deferred compensation contributions to \$1,400 in 2000, \$1,600 in 2001, and \$1,800 in 2002; and a performance model step program to replace the existing merit payment program. The proposed average annual increase of 4.8 percent is inclusive of salaries, adjustments and benefits with the exception that the cost of health insurance has not been calculated into years 2 and 3 of the contract.

Council Member Christianson moved to approve the recommendation of the Labor Relations Committee with Council Member Houlahan seconding the motion, which carried.

The Labor Relations Committee Report of October 25, 2000, was approved as

presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Christianson, seconded by Council Member Reese, and carried.

The Mayor and Council discussed Project 0002, which included the Lake North Development project and Lakeland Broadcasting sewer project. It was noted the adopted assessment roll is hindering a replat of the Lake North Development due to assessments pending, yet unpaid. Following discussion, Resolution No. 5 was introduced by Council member Kelly, seconded by Council Member Fagerlie, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 5

WHEREAS, on May 17, 2000, the City Council of the City of Willmar, Minnesota did adopt a resolution declaring costs to be assessed on Improvement Project 0002 - Developer Projects, and

WHEREAS, the developers of Lake North Development and Lakeland Broadcasting Sewer Project signed developers agreements certifying full payment of all costs of the improvement, and

NOW THEREFORE, BE IT RESOLVED, that the certified assessments for Project 0002 be rescinded and that the County Auditor of Kandiyohi County be notified to remove the assessments from the specified parcels for the tax rolls payable 2001-2010.

Dated this 1st day of November, 2000.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Planning and Development Services Director Peterson informed the Mayor and Council that the Planning Commission proposed an amendment to the Zoning Ordinance to refine "screening," which will afford better protection for residences adjacent to commercial, industrial, and multi-family residential parking lots. Council Member Christianson moved to introduce an Ordinance Amending Municipal Ordinance No. 1060, the Zoning Ordinance, and to schedule a hearing for November 15, 2000. Council Member Reese seconded the motion, which carried.

Announcements for Council Committee meeting dates were as follows: Finance, November 6; Public Works/Safety, November 7; Board of Canvass, November 8; Airport Commission, November 8; and Community Development, November 9, 2000.

There being no further business to come before the Council, the meeting adjourned at 7:45 p.m. upon motion by Council Member Kelly, seconded by Council Member Houlahan, and carried.

Attest:

MAYOR

SECRETARY TO THE COUNCIL