

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

December 6, 2000
7:30 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Pro Tempore Verna Kelly. Members present on a roll call were Mayor Pro Tempore Kelly, Council Members Ron Christianson, Bruce DeBlieck, Douglas Reese, Denis Anderson, Nancy Houlahan, Jim Dokken, and Rick Fagerlie; Present 8, Absent 1 - Mayor Lester Heitke 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.

Proposed additions to the agenda included a petition to vacate a portion of 12th Street Southwest and recertify deferred assessments.

Council Member Dokken requested the Community Education and Recreation Minutes be removed from the Consent Agenda.

Council Member DeBlieck offered a motion adopting the Consent Agenda which included the following: City Council Minutes of November 15, Municipal Utilities Commission Minutes of November 13 and 27, Housing and Redevelopment Authority Minutes of October 10, Human Rights Commission Minutes of October 17, Airport Commission Minutes of November 8 and 29, and Planning Commission Minutes of November 29, 2000. Council Member Christianson seconded the motion, which carried.

The Council discussed the Community Education and Recreation Board openings at the Senior Center and intent to add two new positions. Community Education and Recreation Director Brisendine clarified the intent of the Board. The Community Education and Recreation Minutes of November 30, 2000, were accepted as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Dokken, seconded by Council Member Christianson, which carried.

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

The Finance Committee Report of November 20, 2000, was presented to the Council by Mayor Pro Tempore Kelly. There were five items for Council consideration.

Item No. 1 HRA Executive Director Dorothy Gaffaney appeared before the Committee to present a summary of HRA activities/programs and the proposed fiscal year 2000 - 2001 budget. Ms. Gaffaney informed the Committee that the HRA year 2001 levy request has been set at \$75,418. This matter was for information only.

Item No. 2 CEO Lawrence Massa and CFO Leroy Meyering appeared before the Committee to present information regarding the year 2001 budget for Rice Memorial Hospital. The proposed budget will yield a 3.5 percent margin.

Mr. Massa reviewed inpatient/outpatient volume, equipment replacement, Rice Care Center, Rice Home Care, various programs, fulltime employee salaries and benefits, and the Hospital expansion concept. This matter was for information only.

Item No. 3 The Committee reviewed with City Attorney Ronning various budget items and public purpose requirements. This matter was for information only.

Item No. 4 Mayor Heitke presented to the Committee introductory remarks and a review of the 2001 Proposed Budget. Mayor Heitke briefly reviewed the Budget process, total revenues and expenditures, and Local Government Aid. This matter was for information only.

Item No. 5 The Committee reviewed the various departmental budgets and the following programs were discussed in detail:

- A. Fire Department. SCBA (breathing apparatus) equipment, \$50,000.

The Committee was recommending to the Council to approve an additional \$50,000 for SCBA equipment and to fund it from PIR. Mayor Pro Tempore Kelly moved to approve the recommendation of the Finance Committee with Council Member Anderson seconding the motion, which carried.

- B. Civic Center. Floor and roof replacement, \$550,000 and \$225,000 respectively. This project is proposed to be funded from PIR and repaid through the operating budget over a five-year period.

- C. Civic Center. Also discussed the need for additional locker rooms with showers.

The Committee was recommending to the Council to refer the matter of locker rooms and possible expansion to the Planning Commission to be included in their Five-Year Capital Improvement Program. Mayor Pro Tempore Kelly moved to approve the recommendation of the Finance Committee with Council Member Anderson seconding the motion, which carried.

- D. Non-departmental:

The Committee was recommending to the Council that various departmental budgets be amended to reflect employee contract settlements. Mayor Pro Tempore Kelly moved to approve the recommendation of the Finance Committee with Council Member Anderson seconding the motion, which carried.

Meals on Wheels and Senior Nutrition Site Funding. It was the consensus of the Committee to request Mid-Minnesota to attend a future meeting to discuss these programs.

- E. Levy. The Committee discussed the proposed increase of \$168,750. It was noted this amount would be raised through new construction and increased property values. It was the consensus of the Committee to recommend the proposed levy at the December 6, 2000, Truth-in-Taxation hearing.

The Finance Committee Report of November 20, 2000, was approved as presented and ordered placed on file in the City Clerk's Office upon motion of Council Member Kelly, seconded by Council Member Anderson, and carried.

The Finance Committee Report of November 27, 2000, was presented to the Council by Mayor Pro Tempore Kelly. There were four items for Council consideration.

Item No. 1 The Committee reviewed the 2001 Library funding request with Willmar Librarian Earleen Warner. The original amount requested was \$232,480. This amount included \$12,000 for additional materials, which did not qualify under the bonding timetable. The Mayor explained that since there was such a large amount of the bond proceeds that were not used, he had reduced the original request by the \$12,000 and had funded \$220,000 in his 2001 Proposed Budget.

The Committee deferred any action to the budget hearings. This matter was for information only.

Item No. 2 Representatives from the Kandiyohi County Area Family YMCA appeared before the Committee to present a status report on the establishment of a YMCA in the City of Willmar. Information discussed were the various committees, the site location, concept drawing of the facility, other community YMCA's and

relationships to their communities, and a list of proposed programs.

The presentation included a request to the Council to consider the following in support of the Capital Campaign:

1. Contribution of Indirect Expenses:	Costs all approximate:
- Extension of Olena Avenue	\$ 150,000
- Building Permit	\$ 125,000
- Storm Water Detention	\$ 35,000
- Storm Sewer and Water Main Assmts.	\$ 25,000
- Curb and Gutter Work	\$ 10,000
Approximate total of all indirect expenses	\$ 345,000

2. A Pledge to the Capital Campaign of \$150,000 per year over five years (\$750,000 total).

City Attorney Ronning reviewed with the Committee the City Charter and State Statute as they relate to public purpose and contributions to community organizations. He indicated that he will be contacting communities that were cited in the YMCA's presentation and find out what authority they used to base their decisions on. Until that information is available, the Committee received this for information only and placed it on a future agenda.

Item No. 3 The Committee was informed that due to staff resignations and reassignments, the clerical position at the Fire Department is proposed to be increased from a three-quarter time to a full-time position. Funding for the increase is included in the Mayor's 2001 Budget and will be covered in the 2000 budget by other departmental line items.

The Committee was recommending to the Council to increase the Fire Department clerical position to a full-time equivalent. Mayor Pro Tempore Kelly moved to approve the recommendation of the Finance Committee with Council Member Anderson seconding the motion, which carried.

Item No. 4 The Committee reviewed the following reports: October C.V.B., D.S. Library, WRAC-8 and Rice Trust reports. This matter was for information only.

The Finance Committee Report of November 27, 2000, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Mayor Pro Tempore Kelly, seconded by Council Member Anderson, and carried.

The Public Works/Safety Committee Report of November 21, 2000, was presented to the Council by Council Member Reese. There was one item for Council consideration.

Item No. 1 Ted Field of Bonestroo and Associates appeared before the Committee to present an overview of the current Wastewater Treatment Plant history and described the necessary steps to complete a new plant. Sections of the facility plan were reviewed with the following recommendations: the existing plant will be upgraded in phases between now and 2004 to include RBC, digester miser and screen replacements with the construction of a new plant at the new site to be completed by 2010. Following discussion, the Committee was recommending to the Council to accept the facility plan as presented.

Public Works Director Odens distributed a Facility Plan handout and presented an overview of the project. Following discussion, Council Member Reese moved to approve the recommendation of the Public Works/Safety Committee with Council Member Christianson seconding the motion, which carried.

The Public Works/Safety Committee Report of November 21, 2000, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Reese, seconded by Council Member Fagerlie, and carried.

The Community Development Committee Report of November 30, 2000, was presented to the Council by Council Member DeBlicke. There were three items for Council consideration.

Item No. 1 Mike Nitchals, Willmar Municipal Utilities General Manager,

presented a report to the Committee which included information about electric industry restructuring, new Minnesota initiatives, the MUC strategic, and involvement with Allied Power and En-Tel Communications. This matter was for information only.

Item No. 2 The Committee discussed the final draft of the proposed Tower/Antenna Ordinance. Staff informed the Committee that the Planning Commission had finished their review of the ordinance and was recommending to the Council that it be introduced for a public hearing. That matter was for information only.

Item No. 3 The Committee reviewed the following projects: Marcus/Score commercial project, allergy clinic, En-Tel equipment building sites, Fibrominn, airport development, and Welcome to Willmar signs. A general overview of year 2000 construction levels and valuations was also presented by staff. This matter was for information only.

The Community Development Committee Report of November 30, 2000, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member DeBlicek, seconded by Council Member Fagerlie, and carried.

Public Works Director Odens informed the Council that an agreement has been received from the State of Minnesota Department of Aeronautics for financial assistance in purchasing taxiway reflectors and installation of an Avgas fuel facility credit card and reader at the Willmar Municipal Airport. Following discussion, Resolution No. 1 was introduced by Council Member Reese, seconded by Council Member Anderson, read by Mayor Pro Tempore Kelly, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 1

AUTHORIZATION TO EXECUTE MINNESOTA DEPARTMENT OF TRANSPORTATION
AGREEMENT FOR STATE FINANCIAL ASSISTANCE FOR AIRPORT IMPROVEMENT

BE IT RESOLVED by the City Council of the City of Willmar as follows:

1. That the State of Minnesota Agreement No. 81042, "Agreement for State Financial Assistance for Airport Improvement," for State Project No. 3401-46 (Purchase Taxiway Reflectors and Install Avgas Fuel Facility Credit Card and Reader) at the Willmar Municipal Airport is hereby accepted.
2. That the Mayor and City Administrator are hereby authorized and directed to execute and affix their signatures to any and all further required documents pertinent hereto, and all amendments thereof.

Dated this 6th day of December, 2000.

/s/ Verna Kelly
MAYOR PRO TEMPORE

/s/ Kevin Halliday
Attest: CITY CLERK

City Clerk Halliday informed the Council that the City has been notified that Pizza Hut is changing ownership and a new 3.2 percent malt liquor license application has been reviewed and approved by the Police Department. Council Member Reese moved to approve the license. Council Member Fagerlie seconded the motion, which carried.

Planning and Development Services Director Peterson informed the Council that the Planning Commission has completed work on a Zoning Ordinance amendment which establishes guidelines for the siting/construction of telecommunication facilities in the City. Following discussion, Council Member Reese offered a

motion to introduce the Ordinance to Amend Willmar Zoning Ordinance No. 1060 and to schedule a hearing for December 20, 2000. Council Member Anderson seconded the motion, which carried.

The Council considered a petition from St. Mary's Church to vacate 12th Street Southwest. Following discussion, Council Member Reese moved to refer the matter to the Planning Commission with Council Member DeBlieck seconding the motion, which carried.

City Clerk Halliday presented to the Council for consideration a senior citizen special assessment deferment and a special assessment deferment for a permanently disabled citizen whereby both citizens are deceased. Minnesota Statutes require the deferred payments to be done and payable upon death of the property owner. Staff was recommending adoption of resolutions placing the deferred special assessments back on the tax rolls for collection.

Resolution No. 2 was introduced by Council Member Reese, seconded by Council Member DeBlicke, read by Mayor Pro Tempore Kelly, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 2

WHEREAS, the City Council of the City of Willmar, Minnesota, did order the reconstruction of certain streets during the year 1992, declaring costs to be so assessed, and deferred special assessments for qualifying senior citizens or permanent and totally disabled citizens; and

WHEREAS, on May 19, 1993, the City Council adopted a resolution declaring said assessments to be deferred for the years of 1993 through 2002 with interest at the annual rate of seven and three-eighths (7.375%) percent for property described as Lot 4, Block 077, First Addition to the Town of Willmar; and

WHEREAS, Minnesota Statutes 435.195 requires the deferred payments to terminate upon the death of the owner.

NOW, THEREFORE, BE IT RESOLVED by the Willmar City Council that the deferred assessments of \$2,354.36 for Parcel No. 95-006-2910 so described above be hereby certified for collection in the year 2001; and

BE IT FURTHER RESOLVED, that the remaining assessments of \$330.00 be placed on the tax rolls for the collection over a two (2) year period payable in years 2001 and 2002, and that the interest rate be set at seven and three-eighths (7.375%) percent.

Dated this 6th day of December, 2000.

/s/ Verna Kelly
MAYOR PRO TEMPORE

/s/ Kevin Halliday
Attest: CITY CLERK

Resolution No. 3 was introduced by Council Member Christianson, seconded by Council Member Reese, read by Mayor Heitke, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 3

WHEREAS, the City Council of the City of Willmar, Minnesota, did order the reconstruction of certain streets during the year 1993, declaring costs to be so assessed, and deferred special assessments for qualifying senior citizens or permanent and totally disabled citizens; and

WHEREAS, on November 6, 1996, the City Council adopted a resolution declaring said assessments to be deferred for the years of 1997 through 2003 with interest at the annual rate of six and one-half (6.5%) percent for property described as the south one-half of Lot 2, north 20 feet of Lot 3, Block H, Booth's Addition; and

WHEREAS, Minnesota Statutes 435.195 requires the deferred payments to terminate upon the death of the owner.

NOW, THEREFORE, BE IT RESOLVED by the Willmar City Council that the deferred assessments of \$1,038.80 for Parcel No. 95-090-1020 so described above

be hereby certified for collection in the year 2001; and

BE IT FURTHER RESOLVED, that the remaining assessments of \$472.50 be placed on the tax rolls for the collection over a three (3) year period payable in years 2001, 2002 and 2003, and that the interest rate be set at six and one-half (6.5%) percent.

Dated this 6th day of December, 2000.

/s/ Verna Kelly
MAYOR PRO TEMPORE

/s/ Kevin Halliday
Attest: CITY CLERK

Announcements for Council Committee meeting dates were as follows: Finance, December 11; Public Works/Safety, December 12; Labor Relations, December 13; and Kandiyohi Area Transit, December 13, 2000.

Council Member Anderson moved to appoint Dennis Wallenta to the Convention and Visitors Bureau with Council Member Reese seconding the motion, which carried.

There being no further business to come before the Council, the meeting adjourned at 8:10 p.m. upon motion by Council Member Reese, seconded by Council Member Christianson, and carried.

Attest:

MAYOR PRO TEMPORE

SECRETARY TO THE COUNCIL