

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

January 19, 2016
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Marv Calvin. Members present on a roll call were Mayor Marv Calvin, Council Members Denis Anderson, Audrey Nelsen, Andrew Plowman, Tim Johnson, Steve Ahmann, Rick Fagerlie, and Shawn Mueske. Present 8, Absent 1. Council Member Ron Christianson was excused from the meeting.

Also present were City Administrator Larry Kruse, City Clerk Kevin Halliday, Finance Director Steve Okins, Police Chief Jim Felt, Fire Chief Frank Hanson, Planning and Development Services Director Bruce Peterson, Community Education and Recreation Director Steve Brisendine and City Attorney Robert Scott.

Additions and deletions to the agenda included the deletion of Item number 12, Consideration of Amending Ordinance to the City Charter being pulled from the Agenda due to lack of full Council.

Council Member Anderson offered a motion to adopt the Consent Agenda which included the following items: City Council Minutes of January 4, City Council/Labor Minutes of January 13, Willmar Municipal Utilities Board Minutes of January 11, Application for Exempt Permit – Kandiyohi County Friends, Application for Exempt Permit – Safe Avenues., Planning Commission Minutes of January 13, Building Inspection Report for December, 2015, Housing and Redevelopment Authority Minutes of November 18, and committee applications for appointment as follows: Andy Engan – Zoning Appeals Board, Shelly Huseby – Human Rights Commission and Nathan Weber – Municipal Utilities Commission.

There were no requests to speak during the Open Forum.

At this time Mayor Calvin presented to the Council, staff, and public the Mayor’s 2016 State of the City Address (a copy of which is contained in the Council proceedings file).

The Finance Committee Report for January 11, 2016 was presented to the Mayor and Council by Council Member Anderson. There were eight items for consideration.

Item No. 1 There were no public comments.

Item No. 2 Rice Hospital Representatives Mike Schramm and Bill Fenske explained to the Committee that back in the Fall of 2010, Rice Hospital and the City amended the Intergovernmental Transfer Agreement to increase the rate of payment from .40% to .75% of Net Position to cover a pass-through of funds from the State of Minnesota for Medical Assistance Costs for Rice Care Center. Then again in 2013, the rate was increased from .75% to .80% because of increased costs and reimbursement for the program. Beginning in 2016, this program has been replaced and no longer needs to come through the City to Rice Hospital. Since the program revenues go directly to Rice, staff has met and discussed the need to amend the present agreement which covers 2016 through 2018. Staff recommendation would be revenue neutral to the General Fund budget and this would only affect the amount related to the Reimbursement for Rice Care Center.

The Committee was recommending the Council introduce a resolution to approve the amended Intergovernmental Transfer Agreement with Rice Memorial Hospital to reflect .45% of Net Position with a floor of \$225,000 as presented.

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

RESOLUTION NO. 1

BE IT RESOLVED by the City Council of the City of Willmar that the Mayor and City Administrator be authorized to execute the revised Intergovernmental Transfer Agreement between the City of Willmar and Rice Memorial Hospital for 2016 through 2018 amending the annual transfer rate to .45 percent of the Hospital's audited Net Position with a floor of \$225,000.

Dated this 19th day of January, 2016

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

Item No. 3 Planning and Development Director Bruce Peterson explained to the Committee that while staff had completed the first two phases of the land release for the former airport, the final phase is much more technical due to the extent and type of information required by the FAA. The City of Willmar has a professional services contract with Bolton & Menk for the airport services, but there was nothing within that scope of services that included work on the land release. Bolton & Menk had led the effort to secure the phase three land release and has worked on this quite some time. It was determined that the City should formalize those efforts in a work order to define the scope of the additional services, as well as the compensation for those services. The total for Work Order No. 5 for the Airport Land Release Phase 3 is \$40,000. It was noted that funding is available in the 2015 Airport Operating Budget.

It was the recommendation of the Committee that the Council approve Work Order No. 5 for the Airport Land Release Phase 3 in the amount of \$40,000 with Bolton & Menk.

Resolution No. 2 was introduced by Council Member Anderson, seconded by Council Member Nelsen, reviewed by Mayor Calvin, 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 that the Mayor and City Administrator be authorized to execute Bolton & Menk Work Order No. 5 in the amount of \$40,000 for professional services to secure the phase three land release for the former airport.

Dated this 19th day of January, 2016

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

Item No. 4 Staff explained that the Police Department shares a facility with the Kandiyohi County Sheriff's Office that was built in 2000. The initial video recording system installed in the interview rooms used DHS cassettes and was upgraded to DVD recording about nine years ago. In the fall of 2015, the DVD recording system failed and was deemed irreparable. In the interim, staff has been able to retrofit one of the three interview rooms with lower quality video equipment but an upgrade and replacement is deemed a high priority. An estimate from Bank-Koe Company was found to fit our needs and at a lower price than other vendors. It would also be expandable in the future if needed. This system would be an upgrade to digital video and make transfer of videos to the prosecutors and court more efficient, plus produce a much higher

quality video/audio recording. Staff time to transfer videos is predicted to decrease significantly. Courts and the public continue to expect and demand video and audio recordings for criminal investigations and deem this a high priority item for replacement. Due to the sudden failure of the system, it was an unexpected replacement and had not been placed on a CIP at this point. Total cost to the City for this new system is estimated at \$13,765.25 and it is being requested that these funds be taken from other line items in the 2015 Police Department Operating Budget. It was noted that the County is also contributing the same amount for the purchase of this equipment.

It was the recommendation of the Committee to the Council to approve the purchase of the new video/audio recording equipment from Ban-Koe Company in the amount of \$13,765.25 and that these funds are to be taken from the 2015 Police Department Operating Budget.

Resolution No. 3 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 3

BE IT RESOLVED by the City Council of the City of Willmar to authorize the purchase of new video/audio recording equipment from Ban-Koe Company in the amount of \$13,765.25 and that these funds are to be taken from the 2015 Police Department Operating Budget.

Dated this 19th day of January, 2016

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

Item No. 5 Staff presented to the Committee the preliminary budget for the 2016 Improvement Projects. It was noted that Council action is required to approve the budgets outlining the estimated cost and funding sources for the projects. Estimated bond financing for these improvements is \$1,260,000. The Committee was recommending the Council introduce a resolution to approve the 2016 Improvement Projects Preliminary Budget as presented.

Resolution No. 4 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 4

PRELIMINARY 2016 STREET IMPROVEMENTS BUDGET

OTHER SERVICES:		RECEIVABLES:	
Mntc. Of Other Impr.	\$2,541,956.00	Assessments Property Owners	\$ 802,842.00
Other Services	<u>\$ 254,195.60</u>	Community Investment	\$ 457,158.00
TOTAL	\$2,796,151.60	General	\$ 397,000.00
		State Aid	\$1,105,750.00
		WTP	\$ 40,000.00
		MUC	\$ 42,500.00
		Kandiyohi County	<u>\$ 100,000.00</u>
		TOTAL	\$2,945,250.00
OTHER CHARGES		FINANCING:	
Professional Services	\$ 133,076.00	General	\$ 397,000.00
Other Charges	<u>\$ 16,022.40</u>	Bonds	\$1,260,000.00
TOTAL	\$ 149,098.40	State Aid	\$1,105,750.00

		WTP	\$ 40,000.00
		MUC	\$ 42,500.00
		Kandiyohi County	<u>\$ 100,000.00</u>
		TOTAL	\$2,945,250.00
GRAND TOTAL	\$2,945,250.00	GRAND TOTAL	\$2,945,250.00

Dated this 19th day of January, 2016

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

Item No. 6 Staff presented to the Committee a request to install a Reverse Osmosis Water System in both the Blue Line Arena and the Cardinal Arena at the Civic Center. If approved, the System in the Blue Line Arena would be replaced yet this season in order to improve the ice for curling. It was noted that the System in the Cardinal Arena would be installed after the ice season because it would need some storage area created and would work better for staff and the installer to complete the project after the ice is out for the year. Total cost for both arenas is estimated at \$25,898 with \$23,000 budgeted for this project in the CIP. The remaining 2,898 is requested to be taken out of the 2016 Civic Center Operating Budget.

The Committee was recommending the Council approve the Reverse Osmosis Water System Project for the Civic Center in the amount of \$25,898 and that \$2,898 be transferred from the 2016 Civic Center Operating Budget to the 2016 CIP Budget. Community Education and Recreation Director Steve Brisendine was asked by Council Member Anderson to apprise the Council as to why there was a significant difference in the pricing of the two quotes received for the improvement. Mr. Brisendine explained in exploring the quotes with staff it was discovered that some piping and replacement of a tank in the Blue Line Center was not necessary thus reducing the original quote close to \$10,000.

Resolution No. 5 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 5

BE IT RESOLVED by the City Council of the City of Willmar to authorize the purchase of a Reverse Osmosis System for the Blue Line Center and the Cardinal Center at the Civic Center totaling \$25,898 from Willmar Water Conditioning; and

BE IT FURTHER RESOLVED that \$2,898 be reallocated from the 2016 Civic Center Operating Budget to the 2016 CIP Budget as follows:

Decrease:	2016 Civic Center Operating Expenditures	\$ 2,898
Increase:	2016 Capital Outlay/Civic Center/Reverse Osmosis System	\$ 2,898

Dated this 19th day of January, 2016

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

Item No. 7 Staff explained that the Willmar Baseball/Fastpitch Booster Association agreed to cost share in the purchase of the scoreboard for the Orange Baseball Field at Swansson Park and subsequently have made a donation of \$5,000 for this project.

The Committee recommended the Council introduce a resolution to accept the donation of \$5,000 from the Willmar Baseball/Fastpitch Booster Association for the purchase of the scoreboard at the Orange Baseball Field and to direct the City Administrator to send a letter of appreciation.

Resolution No. 6 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 6

WHEREAS, the City of Willmar is purchasing a scoreboard for the Orange Baseball Field at Swansson Park; and

WHEREAS, the Willmar Baseball/Fastpitch Booster Association agreed to cost share in this scoreboard purchase.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Willmar, Minnesota, that the City accept the donation in the amount of \$5,000 from the Willmar Baseball/Fastpitch Booster Association and that the City Administrator be directed to express the community's appreciation for the donation.

Dated this 19th day of January, 2016

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

Item No. 8 Staff explained the \$250,000 was temporarily borrowed in 2014 from the Designated Self-Insurance Fund Balance to help fund the City Auditorium/Gun Range corrections with the intent of using annual Insurance Dividends to repay it. In 2014, \$31,916 was received from the League of Minnesota Cities Insurance Trust reducing the amount from \$250,000 to \$218,083. In December, 2015, an additional \$50,527 was received and, if applied to the adjusted balance would reduce the amount needed to repay the loan to \$167,557. This was received by the Council for information only.

Council Member Anderson made a motion to approve and file the Finance Committee Report for January 11, 2016. Council Member Fagerlie seconded the motion.

The Public Works/Safety Committee Report for January 12, 2016 was presented to the Mayor and Council by Council Member Nelsen. There were seven items for consideration.

Item No. 1 Citizens brought forth the concern of pedestrians crossing mid-block on the 400 block of 5th Street SW in front of the library. Mary Lou Arne spoke on behalf of the group to address the issue of safety for pedestrians not using the cross walk when exiting the library and school buses. The group requested a yellow marked crosswalk with signs in front of the library to allow pedestrians to cross the street to the Block 50 parking lot. Staff noted research shows these types of crosswalks and signs create a false sense of security and are confusing for traffic, as well as pedestrians not looking for traffic because the crosswalk is there. Chief Felt spoke with the bus companies that have stops in front of the library, and the KMS and Willmar buses are now dropping students off at the corner of 5th Street and Becker Avenue. This should alleviate children crossing the street mid-block to get to waiting parents in the Block 50 parking lot. The timeline of the reconstruction of the parking lot was discussed, with the idea to close access points to 5th Street as a possible solution noted. Staff stated the parking lot is not included in this year's improvement

projects, as it was previously estimated at nearly \$500,000 to complete. The Committee and citizens discussed the speed limit on the street, and the idea of lowering it for the safety of pedestrians. Additional research by staff will be continued and the topic will be addressed further at a future Public Works/Safety meeting. The Council received this for information only.

Item No. 2 Police Chief Jim Felt noted the jail census for January 12, 2016 was 157; 84 inmates from the Department of Corrections, 68 inmates from Kandiyohi County and 5 inmates from Swift County. The calls for service since December 29 totaled 759 and are 4 days ahead for 2016. The total calls for service for 2015 totaled 19,575 and was 1,493 over the calls for 2014. The majority of the calls for the last two weeks were for traffic stops, followed by public assists and abandoned vehicles. Chief Felt explained the broadness of public assist calls can vary from emergency messages to items in the roadway.

Fire Chief Frank Hanson noted the total Fire Department calls for service for the previous two weeks totaled 16, 15 since January 1st. The calls included 4 alarm activations, 4 car accidents, 3 carbon monoxide alarms, and 3 sprinkler flow alarms. The total calls for service for 2015 totaled 333, 24 calls above 2014. Chief Hanson reminded citizens to replace carbon monoxide detectors every 5 years and replace the batteries every year. The department has received their SCBA equipment and hopes to have it in service March 1st. The Council received the department updates for information only.

Item No. 3 Staff brought forth, for approval, Project No. 1503-A Change Order No. 1 and authorization of final payment to Duinick, Inc. The City entered into an agreement with Duinick on May 18, 2015 for the curb, sidewalk, pedestrian ramps, bituminous overlay and striping of Trott Avenue SE from 1st Street to Julii Street and Kandiyohi Avenue SW from 11th Street to 7th Street. Change Order No. 1 resulted from overages in quantities of concrete and bituminous. The recommendation of the Committee was to approve Change Order No. 1 in the amount of \$9,491.76, accept Project No. 1503-A and authorize final payment to Duinick, Inc. in the amount of \$30,511.51.

Resolution No. 7 was introduced by Council Member Nelsen, seconded by Council Member Anderson, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 7

ACCEPTING PROJECT AND AUTHORIZING FINAL PAYMENT

IMPROVEMENT: Project No. 1503-A – Overlay

CONTRACTOR:	Duinick Inc.
DATE OF CONTRACT:	May 18, 2015
BEGIN WORK:	July 8, 2015
COMPLETE WORK:	September 16, 2015
APPROVE, ENGINEERING DEPT:	November 2, 2015

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that:

1. The said City of Willmar Project No. 1503-A, including approval of Change Order No. 1, be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$414,105.00
Change Order No. 1	\$9,491.76
FINAL NET CONTRACT AMOUNT, PROPOSED:	\$423,596.76
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$423,596.76

Less Previous Payments	\$393,085.25
FINAL PAYMENT DUE CONTRACTOR:	\$30,511.51

Dated this 19th day of January, 2016

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

Item No. 4 Staff brought forth, for approval, Project No. 1503-B Change Order No. 1 and authorization of final payment to Duinick, Inc. The City entered into an agreement with Duinick on May 18, 2015 for the curb and bituminous overlay of 23rd Street SW from Trott Avenue to 320 feet north; 7th Street SE from Willmar Avenue to the former Wastewater Treatment Plant; and 25th Street SE from 7th Avenue to 4th Avenue. Change Order No. 1 resulted from overages in quantities of materials for the project. The Committee was recommending the Council approve Change Order No. 1 in the amount of \$1,254.31, accept Project No. 1503-B and authorize final payment to Duinick, Inc. in the amount of \$9,262.14.

Resolution No. 8 was introduced by Council Member Nelsen, seconded by Council Member Anderson, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 8

ACCEPTING PROJECT AND AUTHORIZING FINAL PAYMENT

IMPROVEMENT: Project No. 1503-B – Overlay

CONTRACTOR:	Duinick, Inc.
DATE OF CONTRACT:	May 18, 2015
BEGIN WORK:	June 30, 2015
COMPLETE WORK:	August 20, 2015
APPROVE, ENGINEERING DEPT:	August 29, 2015

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that:

1. The said City of Willmar Project No. 1503-B, including approval of Change Order No. 1, be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$148,912.27
Change Order No. 1	\$1,254.30
FINAL NET CONTRACT AMOUNT, PROPOSED:	\$150,166.57
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$150,166.57
Less Previous Payments	\$140,904.43
FINAL PAYMENT DUE CONTRACTOR:	\$9,262.14

Dated this 19th day of January, 2016

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday

Item No. 6 Staff brought forth, for information, an update on the Willmar Municipal Airport. The Public Works Department continues to do an excellent job with snow removal on the runway. The Committee discussed the definition of NOTAM, which stands for a Notice To Airmen, and is used to alert pilots to anything out of the ordinary such as ice on the runway or winter conditions. The Council received this for information only.

Item No. 7 The Committee discussed the potential of lower bids for 2016 road construction projects in regards to lower petroleum costs. The ordinance pertaining to snow removal on sidewalks was discussed, with staff to obtain additional information. Citizen Robin Olson commented on the possible change in the ordinance regarding Saturday parking, with Chief Felt noting no changes being made at this time. Mr. Olson also discussed the concern of pedestrians crossing near the entrance of Frieda's Café, with staff to investigate solutions further. This was received by the Council for information only.

Council Member Nelsen made a motion to approve and file the Public Works/Safety Committee Report for January 12, 2016. Council Member Anderson seconded the motion.

The Community Development Committee Report for January 14, 2016 was presented to the Mayor and Council by Council Member Fagerlie. There were five items for consideration.

Item No. 1 There were no public comments.

Item No. 2 Staff presented a purchase agreement from Dooley Bros. LLP to purchase three lots in the Willmar Industrial Park Fourth Addition with an option for a fourth lot. This is the project which was discussed in December and the City Council directed staff to negotiate a final purchase agreement, which has been done. The purchase agreement calls for the sale of three lots at the listed price of \$1.25 per square foot for a total of \$442,747.00. It is anticipated that this price could be reduced due to use of the Industrial Land Write-Down Policy. The Committee asked how many positions Dooley's had at their other locations. Currently, they have 3 to 4 full-time employees in the Willmar office and nearly 30 employees in their Murdock office. Dooley's plan to move their natural gas staff, accounting jobs, and some bulk drivers to the Willmar location. Staff will work with the company to see exactly how those jobs fit into the Write-Down Policy. The Committee recommended the Council approve a purchase agreement with Dooley Brothers LLP at a sale price of \$442,747.00 with the final price to be adjusted in accordance with the Industrial Land Write-Down Policy.

Council Member Plowman asked Planning and Development Services Director Bruce Peterson to brief the Council on how this particular land write-down policy would be implemented. Mr. Peterson explained the Council has adopted a policy whereby if the City is the seller of industrial land that they have agreed to write down the cost of the property by \$10,000 for each new to Kandiyohi County employee and an additional \$25,000 based on every \$1 million of estimated market value created, as determined by the Assessor. If the total write down exceeds \$150,000 it becomes a business subsidy under state law and a business subsidy agreement has to be created that lays out the goals for employment and capital development.

Resolution No. 9 was introduced by Council Member Fagerlie, seconded by Council Member Nelsen, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 9

BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, that the Mayor and City Administrator be authorized to execute a Purchase Agreement with Dooley Bros. LLP for the sale of Lots 4, 5, and 7, Block Four, Willmar Industrial Park Fourth Addition in the amount of \$442,747.00, subject to the Industrial Land Write-Down Policy.

Dated this 19th day of January, 2016

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday

Staff noted that, following approval of the purchase agreement, they would begin work on the required ordinance to sell property, as well as a business subsidy agreement if the Land Write-Down was large enough to warrant it under statute. The Council received this update for information only.

Item No. 3 The Committee discussed an analysis of law regarding sex offender housing prepared by City Attorney Robert Scott. The crux of the analysis was that the City has no authority to regulate licensed facilities that serve six or fewer residents, as they are considered a single family use by statute. There is, however, some authority to regulate the location of housing for sex offenders as long as they are not licensed facilities.

Ron Davis, a neighbor to such a facility in Willmar, suggested that a State-wide registry of level one, two, and three offenders was needed with location information available to area residents and potential home buyers. Mr. Davis stated that the proximity of sex offender housing to other homes may hurt sales and property values. Mr. Davis also expressed his concern about the pending release of hundreds of offenders due to an anticipated Federal Court ruling.

Mitra Engan asked several questions about how to determine whether or not facilities or housing is licensed, and urged the Council to do what they could to protect neighborhoods.

It was a consensus of the Committee that additional legislation was needed at the State level. The Committee requested more clarification on the matter and suggested that the City Attorney be present or on a phone conference for a future discussion. Also, Representative Baker and Senator Koenen should be involved in those discussions. The Council received this for information only.

Item No. 4 Staff presented the Construction Summary for the year 2015. The total valuation of new construction in the City exceeded \$35 million dollars. Several projects that were anticipated to be started in 2015 have been delayed until 2016, so the 2016 construction figures should far exceed 2015. This was received by the Council for information only.

Item No. 5 The Committee discussed the Wye Project and how to get more information out to the Council and the public. Staff noted that the project is being led by MnDOT and the Federal Railway Administration. The City's involvement includes only the donation of right-of-way at this point, and the City is not a major player in design and financing. Staff noted that a community meeting has been suggested to be held in the spring of 2016 once more project details are known.

Planning and Development Director Bruce Peterson offered a status update on the WYE project to the Council noting it is still in the early planning phases and there has not been a final determination as far as the road corridors. The rail corridors are mostly set but there are some highway and county road issues that are still in play. The environmental work is scheduled to begin in the near future, and has to be approved by the Federal Railway Association and the Environmental Protection Agency by September of 2017. It now appears the construction work will be delayed until 2018 yet the project is still slated to be completed in 2020 which means the construction schedule will need to be accelerated. The City's involvement includes primarily the donation of right of way and at this point the City is not a major player in either design or financing but our input is being sought as a partner in the project.

Council Member Fagerlie made a motion to approve and file the Community Development Committee Report for January 14, 2016. Council Member Nelsen seconded the motion.

City Clerk Kevin Halliday presented an application from Minnesota Ducks Unlimited to hold a convention February 11-14, 2016 at the Willmar Holiday Inn and Conference Center. A State One-Day to

Four-Day Temporary On-Sale Liquor License is required to distribute or consume alcohol at this event. Council Member Ahmann moved to approve the liquor license application with Council Member Fagerlie seconding the motion which carried on a roll call vote of 7 Ayes, 0 Noes.

City Clerk Kevin Halliday presented an application from Pep's Sports Bar for an On-Sale 2016 Sunday Liquor License Renewal. A motion was made by Council Member Ahmann and seconded by Council Member Fagerlie to approve the On-Sale Sunday Liquor License. The motion passed on a roll call vote of 7 Ayes, 0 Noes.

Planning and Development Services Director Bruce Peterson presented staff's recommendation to introduce an ordinance to rezone from Agricultural (AG) to Government Institutional (G/I). He explained to the Council that the Willmar Public Schools District initiated the rezoning of school-owned property off of Willmar Avenue SE and Lakeland Drive SE from AG to G/I for the development of a new elementary school. The approximate 32-acre site abuts a variety of land uses. The Planning Commission approved the rezoning and recommends the Council set a hearing to consider the Zoning Ordinance Amendment. A motion was made by Council Member Anderson and seconded by Council Member Mueske to set a date for a public hearing to consider the ordinance amendment for February 1, 2016 at 7:01 p.m. The motion carried.

Announcements for Council Committee meeting dates were as follows: Labor Relations, 4:45 p.m. at City Hall, January 27, 2016.

Council Member Ahmann offered a motion to adjourn the meeting with Council Member Anderson seconding the motion, with carried. The meeting adjourned at 8:09 p.m.

Attest:

MAYOR

SECRETARY TO THE COUNCIL