

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

February 5, 2018  
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 Audrey Nelsen, Ron Christianson, Kathy Schwantes, Fernando Alvarado, Julie Asmus, Shawn Mueske, and Rick Fagerlie. Council Member Andrew Plowman was excused from the meeting. Present 8, Absent 1.

Also present were City Administrator Ike Holland, City Planner Sarah Anderson, Police Chief Jim Felt, Community Education and Recreation Director Steve Brisendine, Finance Director Steve Okins, Fire Chief Frank Hanson, Public Works Director Sean Christensen, City Clerk Judy Thompson and City Attorney Robert Scott.

Proposed additions to the agenda included: Mayor Calvin requested the addition of Cable Access Technician Request for FTE and Updated Job Description. This item was brought forward from the Work Session held earlier this evening.

City Administrator Ike Holland made the recommendation to approve the Cable Access Technician, which is currently a part-time position, as a full-time employee and update the job description. Council Member Christianson offered a motion to approve staff's recommendation. Council Member Alvarado seconded the motion which carried.

Council Member Christianson moved to approve the agenda, as amended. Council Member Nelsen seconded the motion which carried.

City Clerk Judy Thompson reviewed the consent agenda.

- A. City Council Minutes of January 16, 2018
- B. Willmar Municipal Utilities Board Minutes of January 22, 2018
- C. Willmar Planning Commission Minutes of January 17, 2018
- D. Application for Exempt Permit – Willmar Fests, Inc.
- E. Application for Exempt Permit – Willmar Junior Golf Foundation, Inc.
- F. Application for Exempt Permit – Safe Avenues
- G. Application for Exempt Permit – Prairie Lakes Chapter of Rocky Mountain Elk
- H. Civic Center Special Event Liquor License Permit – Novice Bonspiel
- I. Civic Center Special Event Liquor License Permit – Home Show
- J. Civic Center Special Event Liquor License Permit – Spring Home Expo
- K. Willmar Lakes Area CVB Board Minutes of November 21, 2017
- L. Willmar CER Joint Powers Board Minutes of January 26, 2018
- M. Human Rights Commission Minutes of December 19, 2017
- N. Willmar Community Center Board Minutes of January 10, 2018
- O. Monthly Building Report for January, 2018
- P. Accounts Payable Report through January 31, 2018
- Q. Application for Appointment:
  - 1. Dale Boxrud to Human Rights Commission

Council Member Mueske offered a motion to approve the Consent Agenda. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Lydia Meier, rural Willmar, addressed the Council during the Open Forum. Ms. Meier spoke in favor of the proposed "Welcome to Willmar" resolution on the agenda this evening.

Bob Skor, Willmar, addressed the Council during the Open Forum. Mr. Skor spoke against the proposed "Welcome to Willmar" resolution on the agenda this evening, and his desire for the resignation of Mayor Calvin, City Administrator Ike Holland, and Council Member Shawn Mueske.

Linda Olsen, rural Willmar, addressed the Council during the Open Forum. Ms. Olsen spoke in support of the proposed "Welcome to Willmar" resolution on the agenda this evening.

John Burns, Willmar, addressed the Council during the Open Forum. Mr. Burns spoke in support of the proposed "Welcome to Willmar" resolution on the agenda this evening.

Chris Bratvold, Willmar, addressed the Council during the Open Forum. Mr. Bratvold spoke against the proposed "Welcome to Willmar" resolution on the agenda this evening,

Jim Dokken, Willmar, addressed the Council during the Open Forum. Mr. Dokken spoke in favor of the First Amendment and the right to exercise free speech.

Sue Quist, Willmar, addressed the Council during the Open Forum. Ms. Quist spoke against the proposed "Welcome to Willmar" resolution on the agenda this evening,

Bob Enos, Willmar, addressed the Council during the Open Forum. Mr. Enos spoke against the proposed "Welcome to Willmar" resolution on the agenda this evening,

Ron Branstner, Eden Valley, addressed the Council during the Open Forum. Mr. Branstner spoke against the proposed "Welcome to Willmar" resolution on the agenda this evening,

Edward H. Peterson, Willmar, addressed the Council during the Open Forum. Council Member Schwantes called point of order. Council Member Alvarado seconded the point of order which carried. Mr. Peterson spoke against the proposed "Welcome to Willmar" resolution on the agenda this evening,

Mark Froemke, Crookston, addressed the Council during the Open Forum. Mr. Froemke spoke in support of the proposed "Welcome to Willmar" resolution on the agenda this evening.

Peter Wilson, Sartell, addressed the Council during the Open Forum. Mr. Wilson spoke against the proposed "Welcome to Willmar" resolution on the agenda this evening,

Council Member Mueske presented pertinent information declaring Willmar as a welcoming city. Following discussion, **Resolution No. 18-10 Declaring the City of Willmar as a Welcoming City** was introduced by Council Member Schwantes. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 5, Noes 2. Council Members Christianson and Fagerlie voted "no."

City Planner Sarah Anderson presented a request from Rock Step Willmar, LLC to subdivide an existing parcel into two. It was noted the Planning Commission approved the preliminary/final plat on January 17, 2018. Ms. Anderson was requesting Council's approval of the preliminary/final plat of Rock Step Plaza First Addition on the condition the water and storm sewer agreements be submitted to the City prior to the execution of the final plat hard shells. Mayor Calvin inquired if the plat would affect the current tax abatement in place for the property. Ms. Anderson was directed to obtain that information and forward to Council. Following discussion, Council Member Christianson offered a motion to approve staff's recommendation and verification there is no effect on the current tax abatement. Council Member Nelsen seconded the motion which carried.

City Planner Sarah Anderson was recommending Council approve the **introduction of Ordinance Amending Municipal Ordinance No. 1060, The Willmar Zoning Ordinance** to rezone land from GB (General Business) to R-5 (High Density Multi-Family Residential) upon request by 15<sup>th</sup> Street Flats, LLC, and set a public hearing for February 20, 2018 at 7:03 p.m. Ms. Anderson stated the Planning Commission held a public hearing on the matter on January 17, 2018 and approved the request as presented.

Following discussion, Council Member Christianson offered a motion to approve staff's recommendation, Council Member Alvarado seconded the motion which carried.

Kandiyohi County Housing and Redevelopment Authority Director Jill Bengston presented a request to approve a resolution adopting a citizen participation plan and set a public hearing for the 2018 Small Cities Development Program on February 20, 2018 at 7:04 p.m. Following discussion, Council Member Nelsen offered a motion to approve Ms. Bengston's recommendation and introduced **Resolution No. 18-11 2018 Small Cities Development Program Adopting a Citizen Participation Plan**. Council Member Fagerlie seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Public Works Director Sean Christensen presented the 2018 Improvement Report and outlined the list of streets and other proposed projects for 2018 for a total of \$3,836,228.50. Mr. Christensen was requesting a public hearing be set for March 5, 2018 at 7:01 p.m. Following discussion, Council Member Christianson offered a motion to approve staff's recommendation and introduced **Resolution No. 18-12 Receiving Preliminary Report and Calling Public Hearing on Year 2018 Improvement Projects**. Council Member Mueske seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

City Administrator Ike Holland presented information regarding a request by Glacial Ridge Curling group to build a dedicated facility to use exclusively for curling. Council Member Schwantes offered a motion to authorize staff to create a lease agreement with the Glacial Ridge Curling group to build a curling facility at the Civic Center site and present back to Council for approval. Council Member Nelsen seconded the motion which carried.

Public Works Director Sean Christensen presented a request to approve a Civic Center R-22 replacement system. Mr. Christensen presented four options for Council's consideration: 1) Option A – replacing current system, ice capacity for 2-sheets of ice for an estimated project cost of \$2.5M; 2) Option B -replacing current system, ice capacity for 2-sheets of ice and adding an expanded resurfacer room for \$2.7M; and 3) Option C.1 – replacing current system, ice capacity for 2-sheets of ice and expanded resurfacer room for the Blue Line Arena with prep for future third ice sheet for \$3.1M, and 4) Option C.2 - ice capacity for 3-sheets of ice and adding an expanded resurfacer room for \$3.3M, Mr. Christensen's recommendation was Option C.2.

Following discussion, Council Member Mueske offered a motion to approve staff's recommendation. The motion died for the lack of a second.

Following further discussion, Council Member Nelsen offered a motion to approve Option B. Council Member Christianson seconded the motion, which carried on a roll call vote of Ayes 6, Noes 1. Council Member Mueske voted "no."

Community Education and Recreation Director Steve Brisendine presented a request to authorize the purchase of two sets of portable bleachers with resources allocated in the 2018 CIP. **Resolution No. 18-13 A Resolution Approving the Purchase of Two Portable Bleachers in the Amount of \$34,755.00 From Seating and Athletic Facility Enterprises, LLC** was introduced by Council Member Fagerlie. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

City Administrator Ike Holland presented a request to enter into an agreement with Engan Associates for architectural services for the proposed City Office Building and Community Center facilities. Following discussion, **Resolution No. 18-14 Authorization to Execute Agreement with Engan Associates, P.A. for Architectural Services** was introduced by Council Member Schwantes subject to final approval by the City Attorney and City Administrator for the insurance provisions in the contract. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 6, Noes 0. Council Member Christianson abstained.

City Administrator Ike Holland stated the current issue of "Live It" magazine featured the female firefighters and the Willmar Fire Department. He appreciated the positive press for the City.

Mr. Holland addressed the security, fire, practical use, and crowding issues of the current Council Chambers and recommended future Council meetings be held at the Health and Human Services Building. Council

Member Mueske offered a motion to approve staff's recommendation. Council Member Nelsen seconded the motion which carried.

Mayor Calvin made the following announcements: he has no intentions to resign; urged everyone to take a look at all the good things happening in our community; he attended the Vision 2040 Refresh Meeting last week and found it to be energizing and refreshing and stated Vision 2040 has invested, within the last year and a half, over \$3M in our community; curling facility is interested in investing \$2M in our community; over \$5M will have been invested in our community over the last two and a half years for infrastructure; thanked everyone for attending tonight and urged everyone to get on board for making great things happen in our community.

Council Member Nelsen stated we control our own thoughts and visions and urged everyone to work on having positive thoughts and visions for our community.

Council Member Christianson stated we have diversity of opinion and if we lose that, we lose our right for freedom of speech. He wished everyone a great week.

Council Member Schwantes stated she also attended the Vision 2040 Refresh meeting last week and appreciated the great energy and diversity in the room, and stated we have an option to either belittle our community and talk about the negative things that are happening, or we can realize what a great place Willmar is to live and the wonderful people we have in our community. She is choosing to focus on the great things happening in our community.

Council Member Alvarado stated he will be attending a "Grow Your Own" program on Tuesday, February 6<sup>th</sup>; he is excited for the upcoming Olympics where we start out as independent nations and at the end we are one celebrating our similarities; we have to learn to work together and appreciate the good things happening in our community.

Council Member Mueske heard words of wisdom during the Open Forum and further explained his intentions of the comments he made some time back at a Council meeting and personally apologized to individuals who misinterpreted his intentions in making those comments. He also apologized to the Council if his comments affected the dialogue they were having at that time.

Council Member Fagerlie stated "Minnesota is Great" and "Willmar is Fabulous."

Council Member Nelsen offered a motion to adjourn the meeting with Council Member Asmus seconding the motion, which carried. The meeting adjourned at 9:12 p.m.

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MAYOR

Attest:

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SECRETARY TO THE COUNCIL

**RESOLUTION NO. 18-10  
DECLARING THE CITY OF WILLMAR AS A WELCOMING CITY**

Motion By: Schwantes

Second By: Asmus

Whereas the City of Willmar and the surrounding area is stronger when all community residents are unified, engaged and valued as both neighbors and contributors to the public good;

Whereas in further recognition of the great ideal of equality and freedom as outlined in the United States Constitution and amendments;

Whereas in pursuit of a community in which all residents without regard to age, gender, sexual orientation, socioeconomic status, race, ethnicity, religion, or country of origin should be free to pursue life, liberty and happiness;

Now, Therefore Be It Resolved, that the Willmar City Council, as representative of the City of Willmar, hereby declare and resolve the City of Willmar to be a welcoming city to all who wish to come and contribute to the public good and future success of the community.

Dated this 5<sup>th</sup> day of February, 2018.

s/s Marv Calvin  
MAYOR

ATTEST:

s/s Judy Thompson  
CITY CLERK

**RESOLUTION NO. 18-11**

**2018 SMALL CITIES DEVELOPMENT PROGRAM  
ADOPTING A CITIZEN PARTICIPATION PLAN**

Motion By: Nelsen

Second By: Fagerlie

**WHEREAS**, the City of Willmar is applying for Small Cities Development Program funds through the Minnesota Department of Employment and Economic Development, and

**WHEREAS**, participation in the Small Cities Development Program requires the adoption and implementation of a Citizen Participation Plan to comply with the Section 508 of the Housing and Community Development Act of 1974, as amended, and

**WHEREAS**, the purpose of this plan is to provide for and encourage citizen participation, with particular emphasis on participation by persons of low and moderate income who are residents of slum and blighted areas and of areas in which funds are proposed to be used.

**NOW, THEREFORE, BE IT RESOLVED** by the Willmar City Council that the attached Citizen Participation Plan be hereby officially adopted for implementation in the City of Willmar's 2018 Small Cities Development Program.

Dated this 5th day of February, 2018

s/s Marv Calvin  
MAYOR

Attest:

s/s Judy Thompson  
CITY CLERK

**RESOLUTION NO. 18-12**

**RECEIVING PRELIMINARY REPORT AND  
CALLING PUBLIC HEARING ON  
YEAR 2018 IMPROVEMENT PROJECTS**

Motion By: Christianson

Second By: Mueske

WHEREAS:

1. The City Council deems it necessary and expedient that the City of Willmar, Minnesota, construct certain improvements to-wit: grading, gravel base, bituminous paving, curb and gutter, sidewalk, signal systems, sanitary sewer, water main, and path in the City as described in and in accordance with the preliminary plans and report prepared by the City Engineer.

2. The Council has been advised by the City Engineer that said Year 2018 Improvement Projects contained in the Preliminary Report are feasible and should best be made as proposed, and the City Engineer's report to this effect has heretofore been received by the Council, and filed with the Clerk; and

3. The statute provides that no such improvements shall be made until the Council shall have held a public hearing on such improvements following mailed notice and two publications thereof in the official newspaper stating time and place of the hearing, the general nature of the improvement, the estimated costs thereof and the area proposed to be assessed, in accordance with the law;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, as follows:

1. A public hearing will be held at the time and place set forth in the Notice of Hearing hereto attached to consider said proposed improvements.

2. The nature of the improvements, the estimated cost of each major portion thereof, and the areas proposed to be assessed therefore are described in the form of Notice of Hearing hereto attached.

3. The notice of said public hearing shall be in substantially the form contained in the notice hereto attached.

4. The Clerk is hereby authorized and directed to cause notice of said hearing to be given two publications in the official newspaper. Said publications shall be one week apart, and at least three days shall elapse between the last publication and the hearing. Not less than ten days before the hearing the Clerk shall mail notice of the hearing to the owner of each parcel of land within the area proposed to be assessed as described in the notice. For the purpose of giving such mailed notice, owners shall be those shown to be such on the records of the County Auditor or, if the tax statements in the County are mailed by the County Treasurer, on the records of the County Treasurer. As to properties not listed on the records of the County Auditor or the County Treasurer, the Clerk shall ascertain such ownership by any practicable means and give mailed notice to such owners.

Dated this 5th day of February, 2018

s/s Marv Calvin  
Mayor

Attest:

s/s Judy Thompson  
City Clerk

**RESOLUTION NO. 18-13**

**A RESOLUTION APPROVING THE PURCHASE OF TWO PORTABLE BLEACHERS IN THE AMOUNT OF \$34,766.00 FROM SEATING AND ATHLETIC FACILITY ENTERPRISES, LLC.**

Motion By: Fagerlie                      Second By: Nelsen

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the purchase of two SPBL 2702 Speedy Bleachers is accepted, and be it further resolved that the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with Seating and Athletic Facility Enterprises, LLC for the terms and consideration of the contract in the amount of \$34,766.00.

Dated this 5th day of February, 2018

s/s Marv Calvin  
Mayor

Attest:

s/s Judy Thompson  
City Clerk

**RESOLUTION NO. 18-14**

**AUTHORIZATION TO EXECUTE AGREEMENT WITH ENGAN ASSOCIATES, P.A. FOR ARCHITECTURAL SERVICES**

Motion By: Schwantes                      Second By: Asmus

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 enter into an agreement between the City of Willmar and Engan Associates, P.A. to provide architectural services for the proposed City Hall and Community Center facilities.

Dated this 5th day of February, 2018.

s/s Marv Calvin  
MAYOR

Attest:

s/s Judy Thompson

CITY CLERK