



WILLMAR CITY COUNCIL MEETING
TUESDAY, FEBRUARY 22, 2022 AT 6:30 PM
BOARD ROOM, HEALTH AND HUMAN SERVICES BUILDING
2200 – 23RD STREET NE, WILLMAR, MINNESOTA

AGENDA

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Proposed Additions or Deletions to Agenda
5. Consent Items:
 - Approve:
 - A. City Council Minutes of February 7, 2022
 - B. Willmar Municipal Utilities Commission Minutes of February 14, 2022
 - C. Planning Commission Minutes of December 15, 2022
 - D. Accounts Payable Report for February 2 – 16, 2022
 - E. Appointment to Airport Commission – Ryan Nelson
 - F. Appointment to Planning Commission – Jasmine Miller
 - G. Application for Exempt Permit – Willmar Senior High Trap Team
 - H. Removal of Khalif Bashir from Planning Commission
 - Accept:
 - I. Police Commission Minutes of December 17, 2021
 - J. Convention and Visitors Bureau Minutes of February 15, 2022
 - K. Airport Commission Minutes of January 5, 2022
 - Information:
 - L. Appointment to Park and Recreation Board – Kent Skoglund
 - M. Appointment to Human Rights Commission – Margaret (Peggy) Karsten
 - N. Appointment to Human Rights Commission – Heidi Jo Ahmann
 - O. Appointment to Municipal Utilities Commission – Abdirahman Hussein Abdi (Kadar)
 - P. Invest in Willmar Board Minutes of August 11, 2021
6. Approve Consent Agenda Items
7. Items Removed from Consent Agenda
8. Open Forum (individuals limited to three (3) minutes)
9. Consideration of Change Order No. 2 Project No. 2101-A (2nd Street SE Reconstruction)
10. 2022 Street and Other Improvements:
 - Preliminary 2022 Projects Budget
 - Intent to Reimburse the Costs Incurred
11. Consideration of 2022 Street Reconstruction Projects and Lift Station Elimination Plans and Specifications and Authorize Advertisement for Bids
12. Consideration of Civic Center Arena Special Event by On-Sale Liquor License Holder Permit – Holiday Inn/Green Mill

13. Consideration of Civic Center Arena Special Event by On-Sale Liquor License Holder Permit – Mamma Dee’s Green Lantern
14. Summary of Conclusions of Evaluation of Performance of City Administrator Leslie Valiant
15. Consideration of Salary Increase of City Administrator Leslie Valiant
16. “Community Pride” Announcements
17. Adjourn

CITY OF WILLMAR

MISSION STATEMENT

The City of Willmar is committed to providing responsible municipal service in an open, effective and efficient manner to all citizens of the local and area community. The ultimate goal is to preserve and enhance the quality of life for future generations.

COMMUNITY VALUES

Fiscal Responsibility

Excellence in the Delivery of Service

Quality Service

Ethics and Integrity

Visionary Leadership and Planning

Open and Honest Communication

Professionalism

RESOLUTION NO. 17-90

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WILLMAR, MINNESOTA
SUPPORTING THE CONSENSUS OF THE JULY 22, 2017 STRATEGY WORK SESSION

Motion By: Plowman

Second By: Mueske

WHEREAS, the City Council of the City of Willmar on July 22, 2017 held a Council Strategic Retreat to prioritize and reach a consensus with respect to views on capital projects.

WHEREAS, multiple projects were discussed under three categories defined as Facilities, Stormwater Management and Parks to provide additional guidance regarding execution of those projects.

WHEREAS, the following summary of capital priorities was reached:

Facilities:

1. City Hall (high consideration given to consolidation of multiple facilities)
2. Civic Center (ice plant is urgent/consider consultant for master plan) **COMPLETED**
3. Community Center/Auditorium tied (both guided by community input, tuckpointing of Auditorium immediate concern)
4. Aquatic Center (pool bottom repair immediate concern) **COMPLETED**

Stormwater Management:


1. Western Interceptor (design 2017, construction 2018) **COMPLETED**
2. Menards (design and land purchase 2018, construction 2019)
3. Kennedy School Area (not likely in the next five years)
4. Analyze annually and adjust plans **COMPLETED ONGOING**

Parks:

1. Robbins Island (\$250,000 match to receive \$606,000 Legacy Grant) **COMPLETED**
2. Neighborhood Parks and Playgrounds (replace play units) **PARTIALLY COMPLETED IN PROGRESS**
3. Rice Park/Miller Park (complete Rice to plan, reconstruct tennis courts at Miller) **COMPLETED**
4. Swansson Park (improved lighting for Baker Field) **COMPLETED**

NOW, THEREFORE, BE IT RESOLVED by the City Council of Willmar that the priorities developed at the July 22, 2017 Council Work Session be supported and developed into next year and future City budgets.

Dated this 7th day of August, 2017



Mayor

Attest:



City Clerk

WILLMAR CITY COUNCIL PROCEEDINGS
BOARD ROOM
HEALTH AND HUMAN SERVICES BUILDING
& BY ELECTRONIC MEANS (GO TO MEETING)
WILLMAR, MINNESOTA

February 7, 2022
6:30 p.m.

The regular meeting of the Willmar City Council was called to order by the Mayor Marv Calvin. Members present on a roll call were Mayor Marv Calvin, Council Members Rick Fagerlie, Julie Asmus, Thomas Butterfield, Michael O'Brien, Justin Ask, Vicki Davis, Andrew Plowman, and Audrey Nelsen. Present 9, Absent 0. Council Members Julie Asmus and Vicki Davis attended remotely.

Also present were City Administrator Leslie Valiant, Police Chief Jim Felt, Finance Director Steve Okins, Fire Chief Frank Hanson, Planning and Development Services Director Justice Walker, Interim Public Works Director Gary Manzer, City Clerk Judy Thompson, and City Attorney Robert Scott.

There were no additions or deletions to the agenda.

Council Member Fagerlie moved to approve the agenda, as presented. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

City Clerk Judy Thompson reviewed the consent agenda.

- A. City Council Minutes of January 18, 2022
- B. Willmar Municipal Utilities Commission Minutes of January 24, 2022
- C. Rice Hospital Board Minutes of December 1, 2021
- D. Park and Recreation Board Minutes of December 15, 2021
- E. Accounts Payable Report for December 30, 2021 - February 1, 2022
- F. **Resolution No. 2022-017 Approve Park and Recreation Board Bylaws**
- G. Appointment to Rice Hospital Board – Michael May MD
- H. Application for Exempt Permit - Rocky Mountain Elk Foundation
- I. **Resolution No. 2022-018 Purchase of Kubota RTV and Attachments** – Public Works Department
- J. Building Report for the Month of January, 2022
- K. Convention and Visitors Bureau Minutes of December 21, 2021
- L. Appointment to Airport Commission – Ryan Nelson
- ~~M. Appointment to Planning Commission – Jasmine Miller~~

Council Member Fagerlie offered a motion to approve the consent agenda. Council Member Ask asked that Item M. be pulled for discussion. Council Member Nelsen seconded the motion to approve the consent agenda items, with the exception of Item M., which carried on a roll call vote of Ayes 8, Noes 0.

Council Member Ask asked for clarification in regards to the possibility of a conflict of interest for Ms. Miller as she is an employee of the City of Olivia, and being able to separate Planning Commission information from her position with the City of Olivia. Following discussion, City Attorney Scott suggested all information provided her be sent on her personal email rather than her work email. Council Member Ask then offered a motion to approve Item M. Council Member Fagerlie seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

Mayor Calvin read a letter received from William Fry, Willmar, during the Open Forum. Mr. Fry shared concerns with various conditions at the Willmar Airport.

Planning and Development Services Director Walker presented a request to authorize the City Administrator to direct staff to start the abatement application process with MinnWest Technology Campus.

Following discussion, Council Member Ask introduced **Resolution No. 2022-019 Authorizing Staff to Start Abatement Process for MinnWest.** Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

Airport Manager Eric Rudningen presented a request to approve an Airport Apron Expansion Project to include design, bidding, and construction administration services proposal, Work Order No. 3, in the amount of \$150,000.

Following discussion, Council Member Fagerlie introduced **Resolution No. 2022-020 Authorization to Execute Agreement with Bolton and Menk Airport Apron Expansion Project.** Council Member Plowman seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

Interim Public Works Director Manzer presented a request to authorize Amendment No. 2 to the 2022 Improvement Projects professional services agreement with Bolton and Menk, Inc. in the amount of \$207,012.

Following discussion, Council Member Fagerlie introduced **Resolution No. 2022-021 Accepting Contract Amendment No. 2 with Bolton and Menk, Inc. for the 2022 Construction Projects.** Council Member Ask seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

Interim Public Works Director Manzer presented a request to re-appropriate \$15,400 from the 2022 CIP Public Works Signal Pole Painting to fund the purchase of two docks for the boat landings at the Foot Lake and Willmar Lake access points.

Following discussion, Council Member Plowman introduced **Resolution No. 2022-022 Re-Appropriating Funds from Public Works Signal Pole Painting to the Public Works Docks Purchase for the Amount of \$15,400.** Council Member Ask seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

Interim Public Works Director Manzer presented a request to approve the Cooperative Construction Agreement with Kandiyohi County for the 7th Street NW Overlay Project No. 2203-C.

Following discussion Council Member Plowman introduced **Resolution No. 2022-023 Authorizing Entering Into Cooperative Construction Agreement Between the City and Kandiyohi County for Project No. 2203-C.** Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

Interim Public Works Director Manzer presented a request to approve a shelter cancellation refund policy change to a ten (10) business day cancellation notice with appropriate fee applied. It was noted the Parks and Recreation Board approved the policy at their January 19, 2022, meeting.

Following discussion, Council Member Fagerlie introduced **Resolution No. 2022-024 Approving the Shelter Cancellation Policy Change.** Council Member Plowman seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

City Clerk Thompson presented a request to approve a premise permit for Willmar Hockey Association at the Foxhole Brewhouse Incorporated.

Council Member Fagerlie introduced **Resolution No. 2022-025 Requesting the Minnesota Gambling Control Board Approve the Application for a Premise Permit for the Willmar Hockey Association.** Council Member Ask seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

City Clerk Thompson presented a request to approve a premise permit for Willmar Hockey Association at the Willmar Community Golf Club, Inc.

Council Member Fagerlie introduced **Resolution No. 2022-026 Requesting the Minnesota Gambling Control Board Approve the Application for a Premise Permit for the Willmar Hockey Association.** Council Member Ask seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

Council Member O'Brien offered the following comments: "Thank You" to the Public Works Department for the great job on snow removal this winter.

Mayor Calvin announced the next agenda item is to enter into closed session for evaluation of performance of Leslie Valiant, City Administrator, pursuant to Minnesota Statute 13D05. Subd. 3(a).

At 7:36 p.m., Council Member O'Brien offered a motion to enter into closed session. Council Member Ask seconded the motion, which carried.

At 8:57 p.m., the Council entered into open meeting upon motion by Council Member Fagerlie. Council Member O'Brien seconded the motion, which carried.

Council Member Nelsen offered a motion to adjourn the meeting with Council Member O'Brien seconding the motion, which carried. The meeting adjourned at 8:57 p.m.

MAYOR

Attest:

SECRETARY TO THE COUNCIL

RESOLUTION NO. 2022-017

A RESOLUTION APPROVING THE PARKS AND RECREATION BOARD BY-LAWS

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 Mayor and City Administrator of the City of Willmar are hereby authorized to approve the Parks and Recreation Board By-Laws.

Dated this 7th Day of February, 2022

/s/ Marv Calvin
Mayor

Attest:

/s/ Judy Thompson
City Clerk

RESOLUTION NO. 2022-018

**A RESOLUTION APPROVING THE PURCHASE OF A KUBOTA RTV-X1100CWL-H
IN THE AMOUNT OF \$25,980.22.**

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, the purchase of a Kubota RTV-X1100CWL-H and accessories from Haug-Kubota, LLC is accepted through Sourcewell Purchasing Cooperative Contract No. 122220 and be it further resolved the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with the bidder for the terms and consideration of the contract in the total amount of \$25,980.22 after trade of a 2013 John Deere Gator.

Dated this 7th day of February, 2022

/s/ Marv Calvin
Mayor

Attest:

/s/ Judy Thompson
City Clerk

RESOLUTION NO. 2022-019

AUTHORIZE STAFF TO START ABATEMENT PROCESS FOR MINNWEST

Motion By: Ask

Second By: Nelsen

BE IT RESOLVED by the City Council of the City of Willmar to authorize the Mayor and Administrator to direct staff to start the abatement process with the MinnWest Technology Campus Company.

Dated this 7th day of February, 2022

/s/ Marv Calvin
Mayor

Attest:

/s/ Judy Thompson
City Clerk

RESOLUTION NO. 2022-020

**AUTHORIZATION TO EXECUTE AGREEMENT WITH BOLTON AND MENK
AIRPORT APRON EXPANSION PROJECT**

Motion By: Fagerlie

Second By: Plowman

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 a professional services agreement between the City of Willmar and Bolton and Menk for the Airport Apron Expansion Project for \$150,000.

Dated this 7th day of January, 2022

/s/ Marv Calvin
Mayor

Attest:

/s/ Judy Thompson
City Clerk

RESOLUTION NO. 2022-021

A RESOLUTION ACCEPTING CONTRACT AMENDMENT NO. 2 WITH BOLTON AND MENK, INC. FOR THE 2022 CONSTRUCTION PROJECTS.

Motion By: Fagerlie Second By: Ask

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 of the City of Willmar are hereby authorized to modify the contract for the 2022 Construction Projects between the City of Willmar and Bolton and Menk, Inc. of Willmar, Minnesota by Contract Amendment No. 2 in the increased amount of \$207,012.

Dated this 7th day of February, 2022

/s/ Marv Calvin
Mayor

Attest:

/s/ Judy Thompson
City Clerk

RESOLUTION NO. 2022-022

REAPPROPRIATING FUNDS FROM PUBLIC WORKS SIGNAL POLE PAINTING TO THE PUBLIC WORKS DOCKS PURCHASE FOR THE AMOUNT OF \$15,400.

Motion By: Plowman Second By: Ask

BE IT RESOLVED by the City Council of the City of Willmar, to re-appropriate \$15,400 from the Public Works Signal Pole Painting project to the Public Works Boat Landing Docks purchase.

BE IT FURTHER RESOLVED by the City Council of the City of Willmar to authorize the Finance Director to amend the Capital Improvement Fund Budget as follows:

Decrease: Public Works Signal Pole Painting amount. \$15,400

Increase: Public Works Boat Landing Docks amount, \$15,400

Dated this 7th day of February, 2022

/s/ Marv Calvin
Mayor

Attest:

/s/ Judy Thompson
City Clerk

RESOLUTION NO. 2022-023

A RESOLUTION AUTHORIZING ENTERING INTO COOPERATIVE CONSTRUCTION AGREEMENT BETWEEN THE CITY AND KANDIYOHI COUNTY FOR PROJECT NO. 2203-C.

Motion By: Plowman 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 Mayor and City Administrator be authorized to enter into a Cooperative Construction Agreement between the City of Willmar and Kandiyohi County for Project No. 2203-C 7th Street NW overlay.

Dated this 7th day of February, 2022

/s/ Marv Calvin
Mayor

Attest:

/s/ Judy Thompson
City Clerk

RESOLUTION NO. 2022-024

A RESOLUTION APPROVING THE SHELTER CANCELLATION POLICY CHANGE

Motion By: Fagerlie Second By: Plowman

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 of the City of Willmar are hereby authorized to approve the shelter cancellation refund policy change to a 10-business day and with appropriate fees applied.

Dated this 7th Day of February, 2022

/s/ Marv Calvin
Mayor

Attest:

/s/ Judy Thompson
City Clerk

RESOLUTION NO. 2022-025

REQUESTING THAT THE MINNESOTA GAMBLING CONTROL BOARD APPROVE THE APPLICATION FOR A PREMISE PERMIT FOR THE WILLMAR HOCKEY ASSOCIATION

Motion By: Fagerlie Second By: Ask

WHEREAS, the Willmar Hockey Association has applied to the Minnesota Gambling Control Board to obtain a Premise Permit for a Gambling License at the Foxhole Brewhouse Incorporated, 313 4th Street SW, Suite 1, Willmar, Minnesota;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that the City approves of the Premise Permit for the Willmar Hockey Association and respectfully requests that the State of Minnesota Gambling Control Board approve the Premise Permit to the Willmar Hockey Association.

Dated this 7th day of February, 2022.

/s/ Marv Calvin
MAYOR

ATTEST:

/s/ Judy Thompson
CITY CLERK

RESOLUTION NO. 2022-026

REQUESTING THAT THE MINNESOTA GAMBLING CONTROL BOARD APPROVE THE APPLICATION FOR A PREMISE PERMIT FOR THE WILLMAR HOCKEY ASSOCIATION

Motion By: Fagerlie Second By: Ask

WHEREAS, the Willmar Hockey Association has applied to the Minnesota Gambling Control Board to obtain a Premise Permit for a Gambling License at the Willmar Community Golf Club, Inc., 1000 26th Avenue NE, Willmar, Minnesota;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that the City approves of the Premise Permit for the Willmar Hockey Association and respectfully requests that the State of Minnesota Gambling Control Board approve the Premise Permit to the Willmar Hockey Association.

Dated this 7th day of February, 2022.

/s/ Marv Calvin
MAYOR

ATTEST:

/s/ Judy Thompson
CITY CLERK

WILLMAR MUNICIPAL UTILITIES COMMISSION
MEETING MINUTES – FEBRUARY 14, 2022
11:45 AM – WMU AUDITORIUM

The Municipal Utilities Commission (MUC) met in its regular scheduled meeting on Monday, February 14, 2022, at 11:45 a.m. in the WMU Auditorium with the following Commissioners present: Bruce DeBlieck, Cole Erickson, Kerry Johnson, Shawn Mueske, Dave Baumgart, and Carol Laumer.

Others present at the meeting were: General Manager John Harren, Director of Administration Janell Johnson, Finance & Office Services Supervisor Andrea Prekker, IS Coordinator Mike Sangren, Executive Secretary Beth Mattheisen, Facilities & Maintenance Supervisor Kevin Marti, Staff Electrical Engineer Jeron Smith, City Attorney Robert Scott (via teleconference), City Councilman Michael O'Brien, and Aaron Backman (arriving at 12:21 pm).

The meeting opened with reciting of the Pledge of Allegiance followed by Commissioner DeBlieck (President) asking if any revisions were needed to the presented agenda. There being none, a resolution to approve the Consent Agenda was requested. Following review and discussion, Commissioner Johnson offered a resolution to approve the Consent Agenda as presented. Commissioner Laumer seconded

RESOLUTION NO. 4

“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the consent agenda be approved as presented which includes:

- ❖ Minutes from the January 24, 2022, Commission meeting; and,
- ❖ Bills represented by vouchers No. 20220131 to No. 20220225 and associated wire transfers inclusive in the amount of \$640,943.81.

Dated this 14th day of February 2022.

President

Attest:

Secretary

The foregoing resolution was adopted by a vote of six ayes and zero nays.

Finance & Office Services Supervisor Prekker presented the Commission with the December 2021 Financial Reports along with a recap of the December 31, 2021 Investment Portfolio, and the December 2021 Cost of Power Report. The data presented included analyses of the Electric, Water, and Combined Divisions. Information contained in the reports reflect operating revenues & expenses, operating income, and retained earnings. Graphs depicting the 2020/2021 monthly year-to-date revenues, expenses, and retained earnings were also included with the financial data.

Facilities & Maintenance Supervisor Marti presented the Commission with the January 2022 Wind Turbine Report. Turbine availabilities for the month of January were at 67.8% (Unit #3) and 92.3% (Unit #4) with a total monthly production of 619,722 kilowatt hours. Marti noted that an issue with the contactor and oil cooling fan on Unit #3 which effected its availability has been resolved.

Staff Electrical Engineer Smith presented the bid award recommendations (2) for furnishing of materials for the new Power Plant Substation. DGR Engineering has received and reviewed the bids for accuracy and compliance and has made the following recommendations:

- 1) Bid #1: Furnishing Control Enclosure to Trachte, LLC in the amount of \$353,022.00; and,
- 2) Bid #2: Furnishing 15 kV Indoor Metalclad Switchgear to Harold K. Scholz Co. in the total bid amount of \$379,000.00 (\$339,000.00 base bid+ \$40,000.00 for alternate bid).

Smith informed the Commission that he was in complete agreement with the recommendations of DGR and that the recommended bid awards were within the required delivery timeframe for targeted completion date of the project. He also noted that the \$40,000.00 alternate bid for the switchgear was for two additional units. Following review and discussion, Commissioner Erickson offered a resolution to approve the first bid award recommendation to furnish the control enclosure for the new Power Plant Substation to Trachte, LLC, in the amount of \$353,022.00. Commissioner Johnson seconded.

RESOLUTION NO. 5

“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the contract bid for Furnishing of Control Enclosure for the new Power Plant Substation be awarded to Trachte, LLC, of Oregon, Wisconsin, in the amount of \$353,022.00.”

Dated this 14th day of February 2022.

President

Attest:

Secretary

The foregoing resolution was adopted by a vote of six ayes and zero nays.

Commissioner Johnson continued by offering a resolution to approve the second bid award recommendation to furnish the 15 kV indoor metalclad switchgear for the new Power Plant Substation to Harold K. Scholz Company for the total bid amount of \$379,000.00. Commissioner Mueske seconded.

RESOLUTION NO. 6

“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the contract bid for Furnishing of 15 kV Indoor Metalclad Switchgear for the new Power Plant Substation be awarded to Harold K. Scholz Company of Ralston, Nebraska, for their total bid of \$379,000.00 (\$339,000.00 base bid + \$40,000.00 alternate bid).”

Dated this 14th day of February 2022.

President

Attest:

Secretary

The foregoing resolution was adopted by a vote of six ayes and zero nays.

General Manager Harren presented the annual “*Commissioner 101*” data training and review. This information is presented to the governing board annually as a “refresher” to assist in promoting understanding of roles/responsibilities, address potential board conflicts, clarify member’s expectations, and to assist in providing guidance and directive to meet the goals and expectations of the Commission and Utility. To ensure that all Commissioners are kept well-informed, Harren reviewed the information which is also available via the Utility-provided iPads. The topics highlighted for review included: 1) Commissioner Role & Duties; 2) Open Meeting Law; 3) Government Records & Data; and, 4) Conflict of Interest.

Director of Administration Johnson informed the Commission that two bids had been received to conduct the 2022 Water Rate Study. Dave Berg Consulting (DBC), LLC, submitted the low qualifying bid. Staff was recommending that the contract for the 2022 Water Rate Study be awarded to DBC in the amount of \$12,000.00. Following review and discussion, Commissioner Mueske offered a resolution to authorize DBC to conduct the 2022 Water Rate Study in the amount of \$12,000.00 as presented. Commissioner Baumgart seconded.

RESOLUTION NO. 7

“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that Dave Berg Consulting of Rosemount, Minnesota, be approved to conduct the 2022 Water Rate Study in the amount of \$12,000.00 (DBC Service Agreement – Task Order #3).”

Dated this 14th day of February 2022.

President

Attest:

Secretary

The foregoing resolution was adopted by a vote of six ayes and zero nays.

As a member of Missouri River Energy Services (MRES), the Utility is provided a monthly update of the MRES and Western Minnesota Municipal Power Agency (WMMPA) Boards of Directors meeting. The update provides a brief overview of the topics discussed by the Boards and the actions taken. At this time, a video summary from the January 2022 MRES and WMMPA Boards of Directors meeting was presented.

Commissioners DeBlieck & Laumer and General Manager Harren provided a recap of their recent participation in the 2022 MMUA Legislative Conference. This virtual event was held on February 8 & 9. In conjunction with the annual conference, a virtual meeting with area legislators (Rep. Dave Baker and Sen. Andrew Lang) was held to further discuss issues directly affecting WMU. Among key legislative issues and talking points discussed during the conference were: cybersecurity/ransomware, third party sales (electricity), clean energy/fuel neutrality, EV, competitive bidding, lead pipe replacement, pay equity, bonding, and broadband.

General Manager Harren requested the Commission to consider rescheduling the May 9th MUC meeting to May 6th (Friday). Representative(s) from Missouri River Energy Services (MRES) will be in Willmar to provide a transmission presentation to our Utility. Following discussion, it was a consensus of the

Commission to reschedule the first MUC meeting in May to Friday, May 6th to allow for the MRES presentation to be held during the regular meeting.

General Manager Harren informed the Commission that meetings of both the WMU Labor and Planning Committees would be forthcoming. Tentative future Labor Committee agenda item(s) will include software options for accounting & billing, new logo, and rate study. Tentative future Planning Committee agenda items will include water modeling & water treatment plant, Power Plant Substation, agreement with David Turch & Associates (DTA), and new building.

Area EDC Director Aaron Backman addressed the Commission regarding recent interaction with a potential new business customer. This unidentified business had shown interest in locating to the Willmar area and indicated this venture would require large volumes of power. Therefore, WMU informed reps of the unidentified business of a refundable financial obligation and that a transmission analysis will require 70 days to complete. Shortly thereafter (2 days), the business stated they would be locating elsewhere.

For information: Upcoming meetings/events to note include:

- APPA Legislative Rally: Feb. 28 through March 2 (Washington, DC) (Laumer/Harren)
- APPA National Conference (Nashville, TN) June 10-15

There being no further business to come before the Commission, Commissioner DeBlieck offered a motion to adjourn. Commissioner Johnson seconded the motion which carried by a vote of six ayes and zero nays, and the meeting was adjourned at 1:20 pm.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

Beth Mattheisen
Executive Secretary

ATTEST:

Carol Laumer, Secretary

**WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, DECEMBER 15, 2021**

MINUTES

1. The Willmar Planning Commission met on Wednesday, December 15, 2021, at 6:45 p.m. at the Willmar City Offices Conference Room #1.

** Members Present: Jonathan Marchand, Jeff Kimpling, Cletus Frank, Steven Dresler, and Terry Sieck

** Members Absent: Stephanie Carlson, Khalif Ahmed

** Others Present: Kayode Adiatu – Planner, Willard Huyck – Planner, Attorney Wayne Larson, Harlan Rohner, Pearl Htoo, and Gary Peterson.
2. MINUTES: Minutes of November 17, 2021 work session were approved as presented. Motioned by Commissioner Frank, seconded by Commissioner Sieck.
3. CHANGES OR ADDITIONS TO AGENDA: No changes or additions were made to the agenda.
4. ROHNER REZONE - INTRODUCTION: Planner Adiatu presented a proposed rezone of a property on 2987 HWY 12, legally described as PART OF NW1/4 OF NW1/4: COMM AT A PT IN C-LINE OF TH #12 WHICH PT IS 152.8' SE'LY MEAS ALONG C-LINE FROM PT INTERS WITH W LINE OF SEC 16; TH SW'LY 75' FOR BEG; TH SE'LY 336.78', TH SW'LY 330', TH NW'LY 336.78', TH NE'LY TO PT OF BEG.

The applicant is Mr. Rohner and he is requesting to rezone said property from I-2 (General Industry) to GB (General Business), to allow for the use as a Grocery store. Staff notified the Commission of several attempts to meet with the Mr. Rohner regarding pursuing other alternatives to rezone, but to no avail. Staff reviewed the application and recommended that there is no substantial justification to rezone the property, as it is not permitted in the City's Zoning Ordinance. In addition, staff is opposed to spot-zoning properties.

Mr. Larson spoke on behalf of Mr. Rohner, and explained to the Commission that there are other businesses in the area that are zoned General Business. He further explained that Mr. Rohner is negotiating with the City to buy the entire land south of his property. He later concluded that there is no substantial reason why the property should not be rezoned. Mr. Rohner also explained the past uses of the property to the Commission when he bought it about 30 years ago. The property was used as a Grocery store at some point, and Mr. Rohner assumed that it could also be used as one when he rented it out to Pearl Htoo, the business owner.

Director Walker noted that the application was not submitted on time for it to be an actionable item but that the Commission can discuss the issue and take a position at the next meeting.

Commissioner Frank asked if the Grocery store is in the North or South of the lot. Planner Adiatu replied that it is in the Northside of the lot, and that there is a workshop to the South of it.

Commissioner Dressler asked if anyone knew the zoning of the property 30 years ago. Planner Adiatu replied that it used to be I-1 (Limited Industry), and that use as a Restaurant may be allowed in I-1 district. Commissioner Dressler asked if we know when the zoning changed to I-2. Planner Adiatu replied that the zoning changed when the property was annexed into the City, but could not find the information as to when it changed.

Commissioner Dressler asked about the processes behind changing the zoning of a property by the City. Director Walker replied the City would issue a use change and notified members of the public regarding the zoning change. Commissioner Dressler then asked what the minimum lot requirement is in an I-2 district. Director Walker responded that there is no building size requirement, but the lot size requirement is 20,000 sq. ft.

Commissioner Kimpling addressed the Commission stating that the agenda item is only preliminary, and the Planning team would recommend other possible options to help the Commission decide on the matter. Commissioner Dressler also asked that the Planning team provide the uses of both I-2 and GB districts to determine other possible options.

Planner Adiatu explained that the option in General Business is wide open and that is why the City is apprehensive to changing the zoning of a district to GB for a single business. Director Walker also stated that he and Planner Adiatu are not beholden to how things have been done in the past and that we are not interested in changing the zoning of a district for single businesses.

Commissioner Frank asked what Mr. Rohner's plan is if he were to purchase the rest of the property. Mr. Rohner responded that he would let it sit there for now.

Commissioner Kimpling asked if the Planning team needs any other document submitted for the rezone application. Planner Adiatu replied that the current application is sufficient to move forward to the decision stage. Commissioner Frank asked the Planning team to conduct a feasibility study on the development surrounding the property to determine its impact on the current zoning.

Commissioner Kimpling moved to close the discussion and recommended that the matter be decided at the public hearing.

5. GUN SALES/ INDOOR GUN RANGES - INTRODUCTION: Planner Adiatu presented the proposal by Gary Peterson who intends to reconfigure a section of his property to a gun range facility. The Planning team made several findings on the zoning requirements of gun ranges, as the current zoning ordinance does not have a provision for indoor gun ranges. Following the closure of the City Auditorium gun range, Mr. Peterson hopes to continue his business, and is working with the Planning team regarding his plan.

At this point, Commissioner Kimpling recognized the presence of Commissioner Marchand, the Planning Commission Chairman who had just arrived.

Director Walker stated that Mr. Peterson's application is not the catalyst for the proposal. The purpose is rather to have a conceptual conversation about the zoning possibilities with the intent to introduce a text amendment in the zoning ordinance that would accommodate the use in a preferred district. He stated that gun ranges by themselves in the Industrial district cannot be profitable, therefore would still outlaw gun ranges through zoning. He further the plan to entertain gun ranges with a conditional use permit on multiple levels.

Commissioner Dressler asked if there is a current zoning district in Kandiyohi County. Director Walker responded he cannot speak for the county but that there is no zoning provision that allows indoor gun ranges within the city limits.

Mr. Peterson stepped forward and provided the Commission with his indoor gun range plans including pictures of the existing classroom and site plans of his proposed indoor range. The property in question is located at 508 Industrial Dr. SW, and is currently being used as a printing and storage facility. Mr. Peterson plans to use the classroom for the gun range he is proposing. He suggested three key elements that need to be considered by the Commission. First is the structural containment; ensuring that no rounds can possibly leave the range. Second is bullet absorption; ensuring that no rounds can ricochet to injure students, and third element is the environmental regulations; where the City and the State ensure general safety standards are met.

Commissioner Marchand asked how far away do students come for gun range classes. Mr. Peterson replied that people come from a long way out of town. Commissioner Frank asked if the gun range is going to be in the same room as the class. Mr. Peterson responded that the classroom is a 60 ft. length classroom and the range would occupy about 16 ft.

Commissioner Dressler asked if the property would be rezoned. Director Walker responded that it would be an allowed use with a Conditional Use Permit application. He further stated that there are plans to go through the Zoning Ordinance to update the uses in each district, and striking out the uses that do not fit any more.

With no further question or concern, the discussion closed.

6. LANGMO TRUST LOTS MERGED - INTRODUCTION: Planner Adiatu introduced the proposed parcels merge by James Langmo, represented by Attorney Wayne Larson, on the property located at 3210 Eagle Ridge Dr, NW, legally described as Lot 2, Block 1 Eagles Landing Twin Fifth Addition; Outlot B Eagles Landing Twin Sixth Addition. The property is zoned R-2 (One and Two Family Residential District). Planner Adiatu explained to the Commission that the changes have zero impact on the property, as Outlot B was left to serve as access to the said property, and currently does not sit on the public utilities. The Police department, WMU, Engineering all have no concerns regarding the proposed merge.

Mr. Larson stated that the purpose of the merge is to allow for a single tax statement. He further asked how the Commission wants to execute the replatting process, being it's a unique case. Planner Adiatu responded that the Subdivision Ordinance in the municipal code provides for a lots merge as well.


Commissioner Frank pointed out that they need to create another survey showing the two lots to be merged as part of the application process.

With no further questions, the discussion closed.

7. Miscellany: Director Walker notified the Commission of many land use and zoning issues that are coming in the next eight months for deliberations. Some of these deliberations will be held at the work sessions. He also reiterated essence of introducing a preliminary meeting for every agenda item to allow the Commission enough time to ask relevant questions that will inform their decision making.

There being no further business to come before the Planning Commission, the meeting adjourned at 8:14 p.m.

Best Regards,



Kayode Adiatu

PLANNING COMMISSION – DECEMBER 15, 2021

STAFF COMMENTS

1. ROHNER REZONE I-2 TO GB

- This is a property owner-initiated request to rezone their property on 2987 HWY 12 West from I-2 (General Industry) to GB (General Business).
- The property is legally described as: PART OF NW1/4 OF NW1/4: COMM AT A PT IN C-LINE OF TH #12 WHICH PT IS 152.8' SE'LY MEAS ALONG C-LINE FROM PT INTERS WITH W LINE OF SEC 16; TH SW'LY 75' FOR BEG; TH SE'LY 336.78', TH SW'LY 330', TH NW'LY 336.78', TH NE'LY TO PT OF BEG.
- The property is currently zoned I-2 (General Industry District), and the applicant is requesting to change the zoning to GB (General Business)
- A Grocery store is not allowed in the I-2 district
- Food listings for the proposed Grocery store include dried food, beverage, snack, rice, noodles, sauce, seasonings, canned good and vegetables, frozen food, household supply from a variety of Asian countries such as Thailand, Philippines, Vietnam, etc.
- The applicant had previously applied for a Use Variance on June 28, 2021 to allow for the use of the property as a Grocery store.
- Whereas, Minnesota State law prohibits a City from permitting by Variance any use that is not permitted under the Ordinance for the zoning district where the property is located ([Minn. Stat. § 462.357, subd. 6](#)).
- Staff notified the applicant of the development at several meetings and via mail. The City also refunded the applicant's initial application fee
- Staff suggested to the applicant that they might apply for a Map Amendment if they wish to do so.

RECOMMENDATION: After further review of the Rezone application, staff finds no substantial evidence or justification for rezoning the said property to allow for a use that is not permitted under the City Ordinance. Staff is strongly opposed to spot zoning properties as it encourages a disorderly City planning process. However, staff rely on the discretion of the Board on this matter.

2. GUN SALES & INDOOR GUN RANGES

- The applicant is Gary Peterson and is proposing to have an indoor gun range on the property located at 508 Industrial Dr. SW
- The proposed gun range facility would be in a renovated explosion proof motor testing room that is currently housing a customer service division within a printing facility on the said property.
- An indoor gun range is currently not permitted in the I-1 (Limited Industry) district
- City staff consulted gun range experts, including the DNR on the requirements of establishing a gun range
- City staff made several findings:
 - Gun ranges within city limits are often within industrial or recreational districts.
 - For gun ranges to be profitable, they are coupled with a storefront to sell guns
 - Joint facilities with multiple uses do exist
 - HVAC systems are required for all indoor ranges
 - Indoor gun ranges in joint facilities need a separate HVAC system to ensure safety of users

STAFF COMMENTS: Due to the nature and risk associated with gun ranges, staff would like to review each gun range facility individually. Permitting indoor gun ranges through Conditional Use

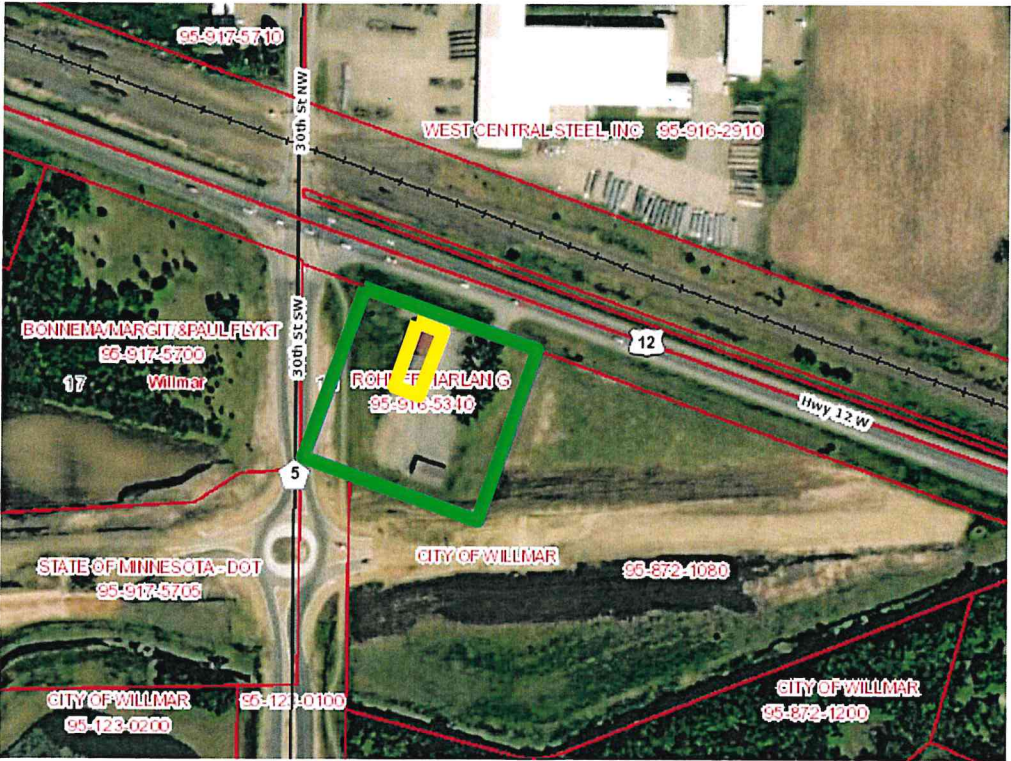
Permits would allow staff & the Planning Commission to give each gun range application the review & scrutiny necessary to ensure the safety of any and all users along with the safety of nearby property.

3. LANGMO TRUST PROPOSED LOTS MERGE

- The applicant is Anderson Larson on behalf of Langmo Trust.
- They are requesting to merge two parcels on their property on 3210 Eagle Ridge DR W., legally described as: Lot 2, Block One Eagles Landing Twin Fifth Addition
- One of the parcels to be merged is a little piece of land (Outlot B) that was reserved to be an access to the property described above.
- Outlot B is about 800+ in square feet, and not on any public utilities

STAFF COMMENTS: Staff consulted WMU and the Engineering departments for their comments and recommendations, and would consider all recommendation when a formal application is made.

Proposed Asian Grocery Store



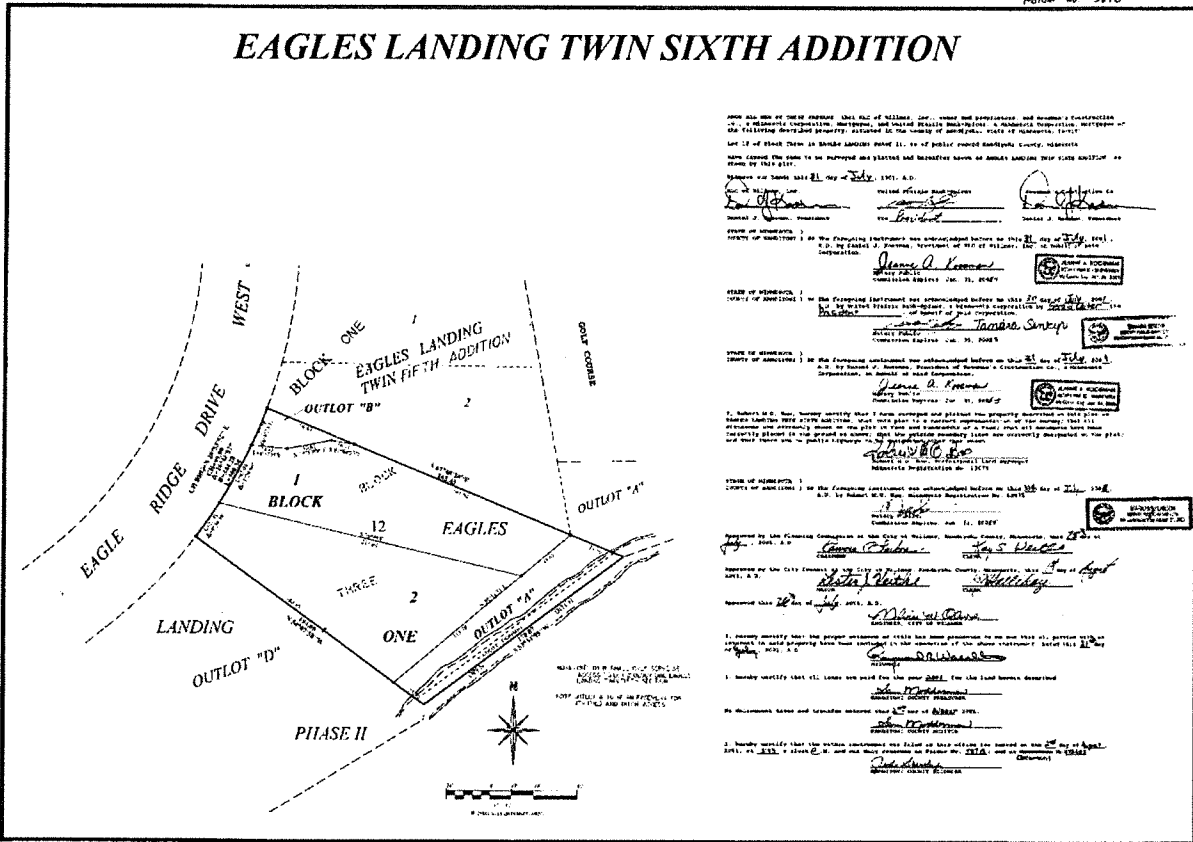
Proposed Gun Range Facility
Maracom Corporation 508 Industrial Dr SW



Eagles Landing Plat

Folder No. 5970

EAGLES LANDING TWIN SIXTH ADDITION



AND ALL OTHERS OF WHOM RECORD SHALL BE MADE, COPIES AND REPRODUCTIONS AND ORIGINAL COPIES OF THIS DECLARATION, MAP, PLAN AND ALL INSTRUMENTS HEREAFTER TO BE FILED WITH THE COUNTY CLERK OF THE COUNTY OF HAMILTON, NEW YORK, TO THE EFFECTS AND PURPOSES OF THIS DECLARATION, MAP, PLAN AND ALL INSTRUMENTS HEREAFTER TO BE FILED WITH THE COUNTY CLERK OF THE COUNTY OF HAMILTON, NEW YORK.

LET IT BE UNDERSTOOD THAT THE ABOVE DECLARATION, MAP, PLAN AND ALL INSTRUMENTS HEREAFTER TO BE FILED WITH THE COUNTY CLERK OF THE COUNTY OF HAMILTON, NEW YORK, SHALL BE CONSIDERED AS HAVING BEEN MADE A PART OF THIS DECLARATION, MAP, PLAN AND ALL INSTRUMENTS HEREAFTER TO BE FILED WITH THE COUNTY CLERK OF THE COUNTY OF HAMILTON, NEW YORK.

IN WITNESS WHEREOF, I, the undersigned, have hereunto set my hand and seal of office at the City of Hamilton, New York, this 27th day of July, 1963.

James O. Leonard
 County Clerk

STATE OF NEW YORK
 COUNTY OF HAMILTON
 I, the undersigned, do hereby certify that the foregoing instrument was acknowledged before me on this 27th day of July, 1963, by James O. Leonard, Secretary of the Hamilton County Board of Supervisors, in and to the effect and to the purposes of this declaration, map, plan and all instruments hereafter to be filed with the County Clerk of the County of Hamilton, New York.

STATE OF NEW YORK
 COUNTY OF HAMILTON
 I, the undersigned, do hereby certify that the foregoing instrument was acknowledged before me on this 27th day of July, 1963, by James O. Leonard, Secretary of the Hamilton County Board of Supervisors, in and to the effect and to the purposes of this declaration, map, plan and all instruments hereafter to be filed with the County Clerk of the County of Hamilton, New York.

STATE OF NEW YORK
 COUNTY OF HAMILTON
 I, the undersigned, do hereby certify that the foregoing instrument was acknowledged before me on this 27th day of July, 1963, by James O. Leonard, Secretary of the Hamilton County Board of Supervisors, in and to the effect and to the purposes of this declaration, map, plan and all instruments hereafter to be filed with the County Clerk of the County of Hamilton, New York.



STATE OF NEW YORK
 COUNTY OF HAMILTON
 I, the undersigned, do hereby certify that the foregoing instrument was acknowledged before me on this 27th day of July, 1963, by James O. Leonard, Secretary of the Hamilton County Board of Supervisors, in and to the effect and to the purposes of this declaration, map, plan and all instruments hereafter to be filed with the County Clerk of the County of Hamilton, New York.

I, the undersigned, do hereby certify that the foregoing instrument was acknowledged before me on this 27th day of July, 1963, by James O. Leonard, Secretary of the Hamilton County Board of Supervisors, in and to the effect and to the purposes of this declaration, map, plan and all instruments hereafter to be filed with the County Clerk of the County of Hamilton, New York.

I, the undersigned, do hereby certify that the foregoing instrument was acknowledged before me on this 27th day of July, 1963, by James O. Leonard, Secretary of the Hamilton County Board of Supervisors, in and to the effect and to the purposes of this declaration, map, plan and all instruments hereafter to be filed with the County Clerk of the County of Hamilton, New York.

I, the undersigned, do hereby certify that the foregoing instrument was acknowledged before me on this 27th day of July, 1963, by James O. Leonard, Secretary of the Hamilton County Board of Supervisors, in and to the effect and to the purposes of this declaration, map, plan and all instruments hereafter to be filed with the County Clerk of the County of Hamilton, New York.



-  Langmo Trust Property/Parcel
-  Outlot B

Report Selection:

Optional Report Title.....INCLUDES ONLY POSTED TRANS

INCLUSIONS:

Fund & Account. thru
Check.. Date..... 02/02/2022 thru 02/16/2022
Source Codes..... thru
Journal Entry Dates..... thru
Journal Entry Ids..... thru
Check.. Number..... thru
Project..... thru
Vendor..... thru
Invoice..... thru
Purchase Order..... thru
Bank..... thru
Payment Method...
Totals Only?..... N
1099 Vendors Only?.....
Lower Dollars Limit.....
Create Excel file & Download N

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
J		01		MNWIPRT12	Y	S	6	066	10			

Vendor Payment History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
ACCESS LIFTS 003111														
	64106	02/16/22	WHL CHAIR LIFT MTC AGRM	568.00		M4103SA-8		D	-				MTCE. OF STRUCTU	101.45433.0335
ACE ROLLOFFS & DISPOSAL 003696														
	64100	02/10/22	GARBAGE SERVICE-FEB	46.15		231/2-22		D	-				CLEANING AND WAS	101.43425.0338
	64100	02/10/22	GARBAGE SERVICE-FEB	49.56		233/2-22		D	-				CLEANING AND WAS	101.45435.0338
	64100	02/10/22	GARBAGE SERVICE-FEB	154.51		234/2-22		D	-				CLEANING AND WAS	101.45433.0338
	64100	02/10/22	GARBAGE SERVICE-FEB	52.70		237/2-22		D	-				CLEANING AND WAS	101.42412.0338
	64100	02/10/22	GARBAGE SERVICE-FEB	64.74		238/2-22		D	-				CLEANING AND WAS	101.41408.0338
	64100	02/10/22	GARBAGE SERVICE-FEB	64.74		238/2-22		D	-				CLEANING AND WAS	101.45427.0338
	64100	02/10/22	GARBAGE SERVICE-FEB	202.64		239/2-22		D	-				CLEANING AND WAS	101.43425.0338
	64100	02/10/22	GARBAGE SERVICE-FEB	24.23		240/2-22		D	-				CLEANING AND WAS	651.48484.0338
	64100	02/10/22	GARBAGE SERVICE-FEB	209.71		241/2-22		D	-				CLEANING AND WAS	651.48484.0338
				868.98									*CHECK TOTAL	
			VENDOR TOTAL	868.98										
ALLDATA 003472														
	64107	02/16/22	2023 DIAGNOSTICS SUBSCR.	124.75		INVC01433178		D	-				PREPAID EXPENSES	101.128000
	64107	02/16/22	2022 DIAGNOSTICS SUBSC	1,372.25		INVC01433178		D	-				SUBSCRIPTIONS AN	101.43425.0443
				1,497.00									*CHECK TOTAL	
			VENDOR TOTAL	1,497.00										
ALLIED 100 003697														
	64108	02/16/22	BATTERIES FOR AED	748.80		2083912		D	-				GENERAL SUPPLIES	101.42412.0229
AMAZON CAPITAL SERVICES 003557														
	64109	02/16/22	CABLE TIES	33.45		1CQR-QHM6-YFNR		D	-				GENERAL SUPPLIES	101.42411.0229
	64109	02/16/22	DETECTIVE BINOCULARS	499.99		1CTJ-46WH-YPP7		D	-				SMALL TOOLS	101.42411.0221
	64109	02/16/22	RIFLE SCOPE/SITE MOUNT	31.47		1HD6-W1FW-FJ74		D	-				MTCE. OF EQUIPME	101.42411.0224
	64109	02/16/22	DESK PHONE	107.98		1H3M-QFPX-3NL1		D	-				SMALL TOOLS	101.41409.0221
	64109	02/16/22	VOICE RECORDER-SCU DETEC	293.23		1LP6-TFRD-Y7MV		D	-				SMALL TOOLS	101.42411.0221
	64109	02/16/22	FIRST AID SUPPLIES	143.80		1PX7-JGQ3-XFXH		D	-				GENERAL SUPPLIES	101.42411.0229
	64109	02/16/22	COMMAND POST & FIRST AID	227.33		1WLN-WGVH-93D3		D	-				GENERAL SUPPLIES	101.42411.0229
	64109	02/16/22	LAPTOP POWER SUPPLY	19.90		11PG-1PCC-FWHJ		D	-				SMALL TOOLS	101.41409.0221
	64109	02/16/22	MIC FOR SQUAD 1	39.95		16HL-XG4V-CM41		D	-				SMALL TOOLS	101.42411.0221
	64109	02/16/22	CAMERA & SD CARD SCU	339.10		16V1-YQV6-TYDK		D	-				SMALL TOOLS	101.42411.0221
				1,736.20									*CHECK TOTAL	
			VENDOR TOTAL	1,736.20										
AMERICAN DOOR WORKS 000825														
	64110	02/16/22	PROGRAMMED REMOTES	129.49		0251322-IN		D	-				MTCE. OF STRUCTU	101.43425.0335
AMERICAN WELDING & GAS I 000057														
	64111	02/16/22	RECHARGE FIRE EXT.	25.45		08234736		D	-				GENERAL SUPPLIES	101.42412.0229
	64111	02/16/22	FIRE EXT. INSPECTION	718.20		08273725		D	-				MTCE. OF EQUIPME	101.43425.0334
	64111	02/16/22	OXYGEN TANK	42.39		08286652		D	-				SMALL TOOLS	101.42411.0221
	64111	02/16/22	WELDING GAS	241.31		08287257		D	-				GENERAL SUPPLIES	101.43425.0229
	64111	02/16/22	FIRE EXT. INSPECTION	33.95		08294136		D	-				MTCE. OF EQUIPME	101.42411.0334

Vendor Payment History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
AMERICAN WELDING & GAS I			000057							
	64111	02/16/22	FIRE EXT. INSPECTION	23.45		08294137		D -	MTCE. OF EQUIPME	101.42411.0334
	64111	02/16/22	WELDING GAS	80.80		08312105		D -	GENERAL SUPPLIES	101.43425.0229
				1,165.55						
			VENDOR TOTAL	1,165.55						
ANCHOR INDUSTRIES INC			002400							
	64112	02/16/22	FUNBRELLA & POLE EQUIP	4,136.40		47725		D -	SMALL TOOLS	101.45437.0221
ANDERSON LAW OFFICES			002954							
	64113	02/16/22	LEGAL SERVICES-JAN	18,634.93		2150		D N 01	PROFESSIONAL SER	101.41406.0446
ARAMARK			000051							
	64114	02/16/22	UNIFORM RENTAL	64.94		256000069228		D -	RENTS	101.43425.0440
	64114	02/16/22	UNIFORM RENTAL	9.70		256000069239		D -	RENTS	101.42412.0440
	64114	02/16/22	UNIFORM RENTAL	77.00		256000071668		D -	RENTS	101.43425.0440
	64114	02/16/22	UNIFORM RENTAL	9.70		256000071679		D -	RENTS	101.42412.0440
	64114	02/16/22	UNIFORM RENTAL	94.19		256000074097		D -	RENTS	101.43425.0440
	64114	02/16/22	UNIFORM RENTAL	9.70		256000074121		D -	RENTS	101.42412.0440
	64114	02/16/22	UNIFORM RENTAL	82.10		256000076562		D -	RENTS	101.43425.0440
	64114	02/16/22	UNIFORM RENTAL	9.70		256000076588		D -	RENTS	101.42412.0440
	64114	02/16/22	UNIFORM RENTAL	70.04		256000078862		D -	RENTS	101.43425.0440
	64114	02/16/22	UNIFORM RENTAL	9.70		256000078875		D -	RENTS	101.42412.0440
				436.77						
			VENDOR TOTAL	436.77						
AT&T MOBILITY			000075							
	64115	02/16/22	PHONE SERVICE-JAN	1,166.19		X02032022		D -	COMMUNICATIONS	101.41409.0330
ATWATER FORD INC			000073							
	64099	02/07/22	2022 FORD INTERCEPTOR	28,445.38		020722		D -	MACHINERY AND AU	450.42412.0553
BACKES TECHNOLOGY SERVIC			000087							
	64116	02/16/22	PHONE SERVICE-FEBRUARY	147.95		19902		D -	COMMUNICATIONS	101.45432.0330
	64116	02/16/22	MOVED EXTENSIONS-LABOR	140.00		19939		D -	MTCE. OF EQUIPME	101.45432.0334
	64116	02/16/22	MOVED EXTENSIONS-PARTS	39.19		19939		D -	MTCE. OF EQUIPME	101.45433.0224
				327.14						
			VENDOR TOTAL	327.14						
BAKER GRAPHICS INC			000917							
	64117	02/16/22	REFL WHITE DECALS	67.50		20760		D -	GENERAL SUPPLIES	101.42412.0229
BATTERY WHOLESALE INC			002860							
	64118	02/16/22	UPS BATTERIES	67.08		188796WIL		D -	MTCE. OF EQUIPME	651.48485.0224
	64118	02/16/22	EXIT LIGHT BATTERIES	57.02		189481WIL		D -	MTCE. OF STRUCTU	101.43425.0225
				124.10						
			VENDOR TOTAL	124.10						

Vendor Payment History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
BENSON LAUNDRY			003377											
	64119	02/16/22	CLEANING SUPPLIES	56.37		364712		D	-				CLEANING AND WAS	101.45433.0228
	64119	02/16/22	CLEANING SUPPLIES	30.26		365411		D	-				CLEANING AND WAS	101.45433.0228
				86.63										
			VENDOR TOTAL	86.63										
													*CHECK TOTAL	
BERNICK'S PEPSI-COLA CO			000103											
	64120	02/16/22	CONCESSION SUPPLIES	932.15		293608		D	-				GENERAL SUPPLIES	101.45433.0229
	64120	02/16/22	CONCESSION SUPPLIES	1,106.00		295656		D	-				GENERAL SUPPLIES	101.45433.0229
	64120	02/16/22	CONCESSION SUPPLIES	367.20		297702		D	-				GENERAL SUPPLIES	101.45433.0229
	64120	02/16/22	CONCESSION SUPPLIES	642.60		300281		D	-				GENERAL SUPPLIES	101.45433.0229
	64120	02/16/22	CONCESSION SUPPLIES	1,036.05		302300		D	-				GENERAL SUPPLIES	101.45433.0229
				4,084.00										
			VENDOR TOTAL	4,084.00										
													*CHECK TOTAL	
BIRD ISLAND LION'S CLUB			.03141											
	64121	02/16/22	CONVENTION BOOKLET AD	90.00				D	-				OTHER CHARGES	208.45008.0449
BOLTON & MENK INC			001010											
	64122	02/16/22	FEDERAL PATH PROJECT	1,075.80		0283095		D	-				PROFESSIONAL SER	419.48454.0446
	64122	02/16/22	HWY 12 LIFT STATION	19,952.50		0283096		D	-				PROFESSIONAL SER	651.48485.0446
	64122	02/16/22	PRK SHLTR & LTNG IMPROV.	661.00		0283101		D	-				PROFESSIONAL SER	420.45503.0446
				21,689.30										
			VENDOR TOTAL	21,689.30										
													*CHECK TOTAL	
BRAUN INTERTEC CORPORATI			000117											
	64101	02/10/22	CONST./MATERIALS TESTING	995.00		B274212		D	-				PROFESSIONAL SER	421.48452.0446
	64123	02/16/22	CONST./MATERIALS TESTI	1,818.50		B271643		D	-				PROFESSIONAL SER	420.45506.0446
			VENDOR TOTAL	2,813.50										
BSE			001980											
	64124	02/16/22	LIGHT BULBS	86.04		923623264		D	-				MTCE. OF STRUCTU	101.45433.0225
BUSINESS WATCH INT'L US			003576											
	64125	02/16/22	2022 PAWN REPORTING SYS.	250.00		37024		D	-				PROFESSIONAL SER	101.42411.0446
CANON FINANCIAL SERVICES			002336											
	64126	02/16/22	COPIER LEASE-FEB	98.56		28106108		D	-				RENTS	101.41405.0440
CARD SERVICES			002552											
	64127	02/16/22	CONCESSION SUPPLIES	15.32		010312		D	-				GENERAL SUPPLIES	101.45433.0229
	64127	02/16/22	CONCESSION SUPPLIES	17.43		010714		D	-				GENERAL SUPPLIES	101.45433.0229
	64127	02/16/22	CONCESSION SUPPLIES	29.88		011310		D	-				GENERAL SUPPLIES	101.45433.0229
	64127	02/16/22	CONCESSION SUPPLIES	21.18		011815		D	-				GENERAL SUPPLIES	101.45433.0229
	64127	02/16/22	CONCESSION SUPPLIES	17.43		012114		D	-				GENERAL SUPPLIES	101.45433.0229
	64127	02/16/22	CONCESSION SUPPLIES	14.97		012207		D	-				GENERAL SUPPLIES	101.45433.0229
	64127	02/16/22	CONCESSION SUPPLIES	12.45		012508		D	-				GENERAL SUPPLIES	101.45433.0229

Vendor Payment History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER													
CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
DATA443 RISK MITIGATION		003700											
64136	02/16/22	2023 SMART SHIELD LIC.	29.00		2665		D	-				PREPAID EXPENSES	101.128000
64136	02/16/22	2022 SMART SHIELD LIC.	58.00		2665		D	-				LICENSES AND TAX	101.41409.0445
			87.00										
		VENDOR TOTAL	87.00										
DAVIS/VICKI		003464											
64137	02/16/22	LMC CONFERENCE	226.75		020522		D	-				TRAVEL-CONF.-SCH	101.41401.0333
DEPT OF HUMAN SERVICES		002914											
64138	02/16/22	ECPN PAYMENT-MAR 2022	13,936.74		00000683913		D	-				OTHER CHARGES	101.41428.0449
ELECTRIC PUMP INC		000788											
64139	02/16/22	STARTER RELAY FOR EL	194.79		0072659-IN		D	-				MTCE. OF EQUIPME	651.48487.0224
ENVIRONMENTAL RESOURCE A		002723											
64140	02/16/22	LAB SUPPLIES	592.91		993612		D	-				GENERAL SUPPLIES	651.48484.0229
FERGUSON ENTERPRISES INC		000810											
64141	02/16/22	BATHROOM DOOR HINGE	261.75		9042143		D	-				MTCE. OF STRUCTU	101.45433.0225
FLAHERTY & HOOD P.A.		001449											
64142	02/16/22	LEGAL SERVICES-JAN	9,898.88		17196		D	N	01			PROFESSIONAL SER	101.41406.0446
64142	02/16/22	LABOR/EMPL. CONSULT-JA	6,420.00		17223		D	N	01			PROFESSIONAL SER	101.41406.0446
			16,318.88										
		VENDOR TOTAL	16,318.88										
FLEETPRIDE		002973											
64143	02/16/22	FILTERS	313.48		92429601		D	-				INVENTORIES-MDSE	101.125000
GENERAL MAILING SERVICES		000293											
64144	02/16/22	POSTAGE 01/24-01/28/22	0.68		60178		D	-				POSTAGE	101.41401.0223
64144	02/16/22	POSTAGE 01/24-01/28/22	16.84		60178		D	-				POSTAGE	101.41402.0223
64144	02/16/22	POSTAGE 01/24-01/28/22	1.36		60178		D	-				POSTAGE	101.41403.0223
64144	02/16/22	POSTAGE 01/24-01/28/22	7.30		60178		D	-				POSTAGE	101.41405.0223
64144	02/16/22	POSTAGE 01/24-01/28/22	15.00		60178		D	-				POSTAGE	101.41408.0223
64144	02/16/22	POSTAGE 01/24-01/28/22	0.68		60178		D	-				POSTAGE	101.42411.0223
64144	02/16/22	POSTAGE 01/24-01/28/22	8.16		60178		D	-				POSTAGE	101.42412.0223
64144	02/16/22	POSTAGE 01/24-01/28/22	15.76		60178		D	-				POSTAGE	101.43417.0223
64144	02/16/22	POSTAGE 01/24-01/28/22	20.40		60178		D	-				POSTAGE	101.43425.0223
64144	02/16/22	POSTAGE 01/24-01/28/22	5.48		60178		D	-				POSTAGE	101.45432.0223
64144	02/16/22	POSTAGE	3.41		62048		D	-				POSTAGE	208.45005.0223
64144	02/16/22	POSTAGE	167.93		62050		D	-				POSTAGE	208.45006.0223
64144	02/16/22	POSTAGE 01/31-02/04/22	0.35		62055		D	-				POSTAGE	101.41401.0223
64144	02/16/22	POSTAGE 01/31-02/04/22	13.60		62055		D	-				POSTAGE	101.41402.0223
64144	02/16/22	POSTAGE 01/31-02/04/22	3.40		62055		D	-				POSTAGE	101.41403.0223
64144	02/16/22	POSTAGE 01/31-02/04/22	22.11		62055		D	-				POSTAGE	101.41405.0223
64144	02/16/22	POSTAGE 01/31-02/04/22	15.00		62055		D	-				POSTAGE	101.41408.0223
64144	02/16/22	POSTAGE 01/31-02/04/22	2.04		62055		D	-				POSTAGE	101.42411.0223
64144	02/16/22	POSTAGE 01/31-02/04/22	7.48		62055		D	-				POSTAGE	101.42412.0223

Vendor Payment History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER		CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
GENERAL MAILING SERVICES				000293							
	64144	02/16/22	POSTAGE	01/31-02/04/22	81.60		62055		D -	POSTAGE	101.43417.0223
	64144	02/16/22	POSTAGE	01/31-02/04/22	22.44		62055		D -	POSTAGE	101.43425.0223
	64144	02/16/22	POSTAGE	01/31-02/04/22	1.36		62055		D -	POSTAGE	101.45001.0223
	64144	02/16/22	POSTAGE	01/31-02/04/22	5.11		62055		D -	POSTAGE	101.45433.0223
	64144	02/16/22	POSTAGE	01/31-02/04/22	6.80		62055		D -	POSTAGE	230.43430.0223
	64144	02/16/22	POSTAGE	01/31-02/04/22	8.84		62055		D -	POSTAGE	651.48484.0223
	64144	02/16/22	POSTAGE	02/07-02/11/22	0.68		62163		D -	POSTAGE	101.41401.0223
	64144	02/16/22	POSTAGE	02/07-02/11/22	37.92		62163		D -	POSTAGE	101.41402.0223
	64144	02/16/22	POSTAGE	02/07-02/11/22	65.26		62163		D -	POSTAGE	101.41403.0223
	64144	02/16/22	POSTAGE	02/07-02/11/22	216.69		62163		D -	POSTAGE	101.41405.0223
	64144	02/16/22	POSTAGE	02/07-02/11/22	15.00		62163		D -	POSTAGE	101.41408.0223
	64144	02/16/22	POSTAGE	02/07-02/11/22	0.68		62163		D -	POSTAGE	101.42411.0223
	64144	02/16/22	POSTAGE	02/07-02/11/22	0.68		62163		D -	POSTAGE	101.42412.0223
	64144	02/16/22	POSTAGE	02/07-02/11/22	3.75		62163		D -	POSTAGE	101.43425.0223
	64144	02/16/22	POSTAGE	02/07-02/11/22	1.36		62163		D -	POSTAGE	230.43430.0223
	64144	02/16/22	POSTAGE	02/07-02/11/22	0.68		62163		D -	POSTAGE	651.48484.0223
				VENDOR TOTAL	795.83						
					795.83					*CHECK TOTAL	
GRAINGER INC				000786							
	64145	02/16/22	SHOP SUPPLIES		67.92		9196627666		D -	GENERAL SUPPLIES	651.48484.0229
GREAT PLACES MINNESOTA				003466							
	64146	02/16/22	GREAT PLACES MN ADVERTIS		500.00		15041		D -	ADVERTISING	208.45006.0447
GREENSPRING MEDIA GROUP				001504							
	64147	02/16/22	12 WEEKS OF FALL CAMPA		1,030.00		2021-43243		D -	OTHER CHARGES	208.45010.0449
HARTLAND OFFICIALS ASSOC				002608							
	64148	02/16/22	VOLLEYBALL OFFICIALS		2,310.00		02032022		D -	PROFESSIONAL SER	101.45433.0446
HIGH POINT NETWORKS INC				002299							
	64149	02/16/22	FIREWALL SUBSCRIP.-FEB		1,954.00		197194		D -	SUBSCRIPTIONS AN	101.41409.0443
	64149	02/16/22	PD BACKUP/RETENTION-FEB		259.00		197208		D -	SUBSCRIPTIONS AN	101.41409.0443
	64149	02/16/22	EMAIL FILTERING		1,191.25		197428		D -	SUBSCRIPTIONS AN	101.41409.0443
	64149	02/16/22	ANTIVIRUS SUBSCRIP.-JAN		878.15		197485		D -	SUBSCRIPTIONS AN	101.41409.0443
	64149	02/16/22	10- 24" MONITORS		2,510.00		197784		D -	SMALL TOOLS	101.41409.0221
				VENDOR TOTAL	6,792.40					*CHECK TOTAL	
					6,792.40						
HILLENBRAND/DAVID				002497							
	64150	02/16/22	MILEAGE	12/6-12/31/21	14.56		013122		D -	TRAVEL-CONF.-SCH	101.41409.0333
	64150	02/16/22	MILEAGE	1/1-1/31/22	19.31		013122		D -	TRAVEL-CONF.-SCH	101.41409.0333
				VENDOR TOTAL	33.87					*CHECK TOTAL	
					33.87						
HILLYARD\HUTCHINSON				000333							
	64151	02/16/22	CLEANING SUPPLIES		394.22		604614447		D -	CLEANING AND WAS	101.45435.0228

Vendor Payment History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
KRONOS			003457							
	64162	02/16/22	WORKFORCE READY SFTWRE	2,551.41		11875627		D -	PROFESSIONAL SER	101.41420.0446
LEAGUE OF MN CITIES			000412							
	64163	02/16/22	ANNUAL STORMWATER FEE	1,000.00		357756		D -	SUBSCRIPTIONS AN	101.43418.0443
	64163	02/16/22	VALIANT-SEMINAR REGIS.	20.00		359792		D -	TRAVEL-CONF.-SCH	101.41400.0333
	64163	02/16/22	SIETSEMA-SEMINAR REGIS.	20.00		359792		D -	TRAVEL-CONF.-SCH	101.41420.0333
			VENDOR TOTAL	1,040.00		*CHECK TOTAL				
				1,040.00						
LEAGUE OF MN CITIES INS			001189							
	64103	02/10/22	WORKER'S COMP PREMIUM	11,927.00		40000465/2-22		D -	DUE FROM M.U.C.-	101.123006
	64103	02/10/22	WORKER'S COMP PREMIUM	371.00		40000465/2-22		D -	EMPLOYER INSUR.	101.41400.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	21.00		40000465/2-22		D -	EMPLOYER INSUR.	101.41401.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	590.00		40000465/2-22		D -	EMPLOYER INSUR.	101.41402.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	180.00		40000465/2-22		D -	EMPLOYER INSUR.	101.41403.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	2.00CR		40000465/2-22		D -	EMPLOYER INSUR.	101.41405.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	479.00		40000465/2-22		D -	EMPLOYER INSUR.	101.41405.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	849.00		40000465/2-22		D -	EMPLOYER INSUR.	101.41408.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	258.00		40000465/2-22		D -	EMPLOYER INSUR.	101.41409.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	153.00		40000465/2-22		D -	EMPLOYER INSUR.	101.41420.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	26.00		40000465/2-22		D -	EMPLOYER INSUR.	101.41424.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	46,004.00		40000465/2-22		D -	EMPLOYER INSUR.	101.42411.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	13,217.00		40000465/2-22		D -	EMPLOYER INSUR.	101.42412.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	663.00		40000465/2-22		D -	EMPLOYER INSUR.	101.43417.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	25,053.00		40000465/2-22		D -	EMPLOYER INSUR.	101.43425.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	38.00		40000465/2-22		D -	EMPLOYER INSUR.	101.45001.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	1.00		40000465/2-22		D -	EMPLOYER INSUR.	101.45427.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	1,837.00		40000465/2-22		D -	EMPLOYER INSUR.	101.45432.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	1,343.00		40000465/2-22		D -	EMPLOYER INSUR.	101.45433.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	1,104.00		40000465/2-22		D -	EMPLOYER INSUR.	101.45435.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	1,053.00		40000465/2-22		D -	EMPLOYER INSUR.	101.45437.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	7,313.00		40000465/2-22		D -	EMPLOYER INSUR.	651.48484.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	1,048.00		40000465/2-22		D -	EMPLOYER INSUR.	651.48485.0114
	64103	02/10/22	WORKER'S COMP PREMIUM	695.00		40000465/2-22		D -	EMPLOYER INSUR.	651.48486.0114
			VENDOR TOTAL	114,221.00		*CHECK TOTAL				
				114,221.00						
LOCAL GOV'T INFORMATION			003226							
	64164	02/16/22	MONTHLY SUBSCRIP.-FEB	2,297.00		51660		D -	SUBSCRIPTIONS AN	101.41409.0443
LOFFLER COMPANIES			002593							
	64165	02/16/22	PHONE SERV-JAN	34.45		3917633		D -	COMMUNICATIONS	208.45005.0330
	64165	02/16/22	CONTRACT USAGE-JAN	183.13		3942913		D -	MTCE. OF EQUIPME	101.41405.0334
	64165	02/16/22	PHONE SERV-FEB	34.39		3944679		D -	COMMUNICATIONS	208.45005.0330
			VENDOR TOTAL	251.97		*CHECK TOTAL				
				251.97						

Vendor Payment History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
M-R SIGN CO INC			000424											
	64166	02/16/22	STREET SIGNS	206.81		215093		D	-				MTCE. OF OTHER I	101.43425.0226
	64166	02/16/22	STREET SIGNS	111.80		215094		D	-				MTCE. OF OTHER I	101.43425.0226
				318.61										
			VENDOR TOTAL	318.61										
													*CHECK TOTAL	
MAGNUSON SHEET METAL INC			001121											
	64167	02/16/22	FURNACE MTCE-LABOR	95.00		142420		D	-				MTCE. OF STRUCTU	101.45433.0335
MARCO TECHNOLOGIES LLC			001838											
	64168	02/16/22	COPIER LEASE-FEB	141.96		464938356		D	-				RENTS	101.42411.0440
MENARDS			000449											
	64169	02/16/22	CASTER WHEELS/SUPPLIES	23.92		30645		D	-				MTCE. OF EQUIPME	101.45437.0224
	64169	02/16/22	SHOWER HEADS	97.94		31294		D	-				MTCE. OF STRUCTU	101.45433.0225
	64169	02/16/22	SMALL TOOLS/TORCH	205.76		31348		D	-				SMALL TOOLS	651.48484.0221
	64169	02/16/22	LAB SUPPLIES	164.64		31348		D	-				GENERAL SUPPLIES	651.48484.0229
	64169	02/16/22	BOLTS & SCREWS	35.03		31396		D	-				GENERAL SUPPLIES	651.48484.0229
	64169	02/16/22	LED BULBS FOR SHOP LTS	51.94		31546		D	-				MTCE. OF STRUCTU	101.43425.0225
	64169	02/16/22	TANK SPRAYER	14.97		31600		D	-				SMALL TOOLS	651.48484.0221
	64169	02/16/22	WINTER PLANT GLOVES	99.96		31600		D	-				SUBSISTENCE OF P	651.48484.0227
	64169	02/16/22	FUEL TREATMENT	64.47		31605		D	-				MOTOR FUELS AND	651.48485.0222
	64169	02/16/22	BUILDING PLUMBING PARTS	13.45		31643		D	-				MTCE. OF STRUCTU	101.43425.0225
	64169	02/16/22	PVC PIPE-LEARN TO SKATE	80.87		31815		D	-				GENERAL SUPPLIES	101.45432.0229
	64169	02/16/22	PVC PIPE	9.88		31818		D	-				GENERAL SUPPLIES	101.45433.0229
	64169	02/16/22	PVC PIPE, PAINT	31.39		31960		D	-				GENERAL SUPPLIES	101.45433.0229
	64169	02/16/22	BATTERIES	19.98		32002		D	-				GENERAL SUPPLIES	101.43425.0229
	64169	02/16/22	SALT TOTES	25.47		32006		D	-				GENERAL SUPPLIES	101.43425.0229
	64169	02/16/22	HAND SOAP/LOTION	10.95		32122		D	-				GENERAL SUPPLIES	101.43425.0229
	64169	02/16/22	OAK DOWEL/SELFLOCK TAPE	15.95		32133		D	-				GENERAL SUPPLIES	101.43425.0229
	64169	02/16/22	BUNGEE CORDS/UTIL. KNIFE	40.41		32181		D	-				SMALL TOOLS	101.43425.0221
				1,006.98										
			VENDOR TOTAL	1,006.98										
													*CHECK TOTAL	
MINI BIFF LLC			001805											
	64170	02/16/22	TOILET RENTALS	99.71		A-129857		D	-				RENTS	101.43425.0440
MISSOURI RIVER ENERGY SE			003698											
	64171	02/16/22	PLANT INFRARED INSP.	2,683.25				D	-				MTCE. OF EQUIPME	651.48484.0334
MN DNR WATERS			001341											
	64172	02/16/22	WATER USAGE FEE	140.00		1997-4063		D	-				LICENSES AND TAX	651.48486.0445
MN PEIP			003450											
	64104	02/10/22	HEALTH INSURANCE-MAR	2,589.28		1168174		D	-				COBRA INS PREMIU	101.120001
	64104	02/10/22	HEALTH INSURANCE-MAR	2,115.42		1168174		D	-				EMPLOYER INSUR.	101.41400.0114
	64104	02/10/22	HEALTH INSURANCE-MAR	4,812.77		1168174		D	-				EMPLOYER INSUR.	101.41402.0114
	64104	02/10/22	HEALTH INSURANCE-MAR	2,683.61		1168174		D	-				EMPLOYER INSUR.	101.41403.0114
	64104	02/10/22	HEALTH INSURANCE-MAR	7,667.45		1168174		D	-				EMPLOYER INSUR.	101.41405.0114
	64104	02/10/22	HEALTH INSURANCE-MAR	1,533.49		1168174		D	-				EMPLOYER INSUR.	101.41408.0114

Vendor Payment History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
TERWISSCHA CONSTRUCTION			000032											
	64194	02/16/22	R.I. PROJECTS-PHASE 2	37,775.64		EST. 9		D	-				PROFESSIONAL SER	420.45503.0446
TITAN MACHINERY			003375											
	64195	02/16/22	SNOW PUSHER SKIDS	1,027.82		16259224	GP	D	-				INVENTORIES-MDSE	101.125000
	64195	02/16/22	RETURN-SNOW PUSHER SKI	1,570.52	CR	16274341	GP	D	-				INVENTORIES-MDSE	101.125000
	64195	02/16/22	#185168 POLY MOUNTS	715.65		16577821	GP	D	-				INVENTORIES-MDSE	101.125000
				172.95										
			VENDOR TOTAL	172.95										
													*CHECK TOTAL	
TORKELSON'S LOCK SERVICE			002583											
	64196	02/16/22	PARTS-LOCKERROOM DOOR	256.00		8256511		D	N	01			MTCE. OF STRUCTU	101.45433.0225
	64196	02/16/22	LABOR-LOCKERROOM DOOR	80.00		8256511		D	N	01			MTCE. OF STRUCTU	101.45433.0335
	64196	02/16/22	KEYS FOR COMMUNITY CNTR	100.00		8256530		D	N	01			MTCE. OF STRUCTU	101.45435.0225
	64196	02/16/22	SRVC CALL-AIRPORT-PARTS	42.00		8256701		D	-				MTCE. OF STRUCTU	230.43430.0225
	64196	02/16/22	SRVC CALL-AIRPORT-LABOR	70.00		8256701		D	-				MTCE. OF STRUCTU	230.43430.0335
				548.00										
			VENDOR TOTAL	548.00										
													*CHECK TOTAL	
US BANK EQUIPMENT FINANC			003143											
	64197	02/16/22	COPIER LEASE-FEB	157.00		464441633		D	-				RENTS	101.42411.0440
VIKING COCA-COLA BOTTLIN			000777											
	64198	02/16/22	COFFEE	118.70		2784561		D	-				GENERAL SUPPLIES	101.45435.0229
WEST CENTRAL INDUSTRIES			000801											
	64199	02/16/22	MEALS ON WHEELS PROGR	19,857.36		02032022		D	-				CIVIC PROMOTION	101.45428.0812
WEST CENTRAL PRINTING			000803											
	64200	02/16/22	BUSINESS CARDS	212.86		22852		D	-				OFFICE SUPPLIES	101.42411.0220
WEST CENTRAL SANITATION			000805											
	64201	02/16/22	RECYCLING-MAR	50.62		12374196		D	-				CLEANING AND WAS	101.41408.0338
	64201	02/16/22	RECYCLING-MARCH	254.37		12376242		D	-				CLEANING AND WAS	101.43425.0338
	64201	02/16/22	RECYCLING-MARCH	210.73		12376242		D	-				CLEANING AND WAS	101.45433.0338
	64201	02/16/22	RECYCLING-MARCH	75.14		12376242		D	-				CLEANING AND WAS	101.45435.0338
				590.86										
			VENDOR TOTAL	590.86										
													*CHECK TOTAL	
WHITNEY MUSIC			.00348											
	64202	02/16/22	CABLE-PORTABLE SOUND SYS	8.99		71715		D	-				GENERAL SUPPLIES	101.45433.0229
WILLMAR AUTO VALUE			002689											
	64203	02/16/22	WINDSHIELD WIPER BLADES	23.98		22423306		D	-				MTCE. OF EQUIPME	101.42412.0224
	64203	02/16/22	BATTERY	157.88		22423606		D	-				INVENTORIES-MDSE	101.125000
	64203	02/16/22	WIPER BLADES	49.96		22423607		D	-				INVENTORIES-MDSE	101.125000
	64203	02/16/22	#125503 RADIATOR HOSE	64.99		22423840		D	-				INVENTORIES-MDSE	101.125000
	64203	02/16/22	#140826 STUD	2.49		22423900		D	-				INVENTORIES-MDSE	101.125000

Vendor Payment History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER												
CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M ACCOUNT NAME	ACCOUNT
WILLMAR AUTO VALUE		002689										
64203	02/16/22	#213808 5W30	40.97		22424487		D	-			INVENTORIES-MDSE	101.125000
64203	02/16/22	BATTERY & WIPER BLADES	334.21		22425354		D	-			INVENTORIES-MDSE	101.125000
64203	02/16/22	WIPER BLADES	109.90		22425357		D	-			INVENTORIES-MDSE	101.125000
64203	02/16/22	PRIMER/PAINT/JB-80	377.76		22425379		D	-			GENERAL SUPPLIES	101.43425.0229
64203	02/16/22	SHOP SUPPLOES	153.85		22425442		D	-			GENERAL SUPPLIES	101.43425.0229
64203	02/16/22	#165719 SWITCH	13.99		22425547		D	-			INVENTORIES-MDSE	101.125000
64203	02/16/22	#165719 12 VOLT SWITCH	16.99		22425564		D	-			INVENTORIES-MDSE	101.125000
64203	02/16/22	#160774 SHOCKS	107.98		22425654		D	-			INVENTORIES-MDSE	101.125000
64203	02/16/22	#088709 OIL FILTER	52.62		22425661		D	-			INVENTORIES-MDSE	101.125000
64203	02/16/22	HYDRAULIC FITTINGS-INVEN	126.16		22425740		D	-			INVENTORIES-MDSE	101.125000
64203	02/16/22	SHOP SUPPLIES	35.43		22426112		D	-			GENERAL SUPPLIES	101.43425.0229
			1,669.16								*CHECK TOTAL	
		VENDOR TOTAL	1,669.16									
WILLMAR CHAMBER OF COMME		000812										
64204	02/16/22	DOODLE SUBS-12/21-12/22	83.40		DDL-2918852422		D	-			SUBSCRIPTIONS AN	208.45005.0443
64204	02/16/22	DIRECTOR SALARY	6,478.12		STMT/2-22		D	-			SALARIES-REG. EM	208.45005.0110
64204	02/16/22	ASSISTANT SALARY	1,925.04		STMT/2-22		D	-			SALARIES-REG. EM	208.45005.0110
64204	02/16/22	FICA & INSURANCE	2,172.30		STMT/2-22		D	-			EMPLOYER PENSION	208.45005.0113
64204	02/16/22	IRA CONTRIBUTION	239.19		STMT/2-22		D	-			EMPLOYER PENSION	208.45005.0113
64204	02/16/22	PHOTO COPIES-JAN	8.04		STMT/2-22		D	-			OFFICE SUPPLIES	208.45005.0220
64204	02/16/22	PAYROLL/FLEX FEES	97.41		STMT/2-22		D	-			OTHER SERVICES	208.45005.0339
64204	02/16/22	OFFICE RENT-FEB	689.06		STMT/2-22		D	-			RENTS	208.45005.0440
64204	02/16/22	GOOGLE ADVERTISING	1.53		01012022		D	-			OTHER CHARGES	208.45010.0449
64204	02/16/22	FISCHER-CONV. PLNG MTG	22.32		01042022		D	-			OTHER CHARGES	208.45008.0449
64204	02/16/22	TELEPHONE CHARGES-JAN	14.00		01102022		D	-			COMMUNICATIONS	208.45005.0330
64204	02/16/22	TRANSACTION FEE REVERSAL	5.00CR		01102022		D	-			SUBSCRIPTIONS AN	208.45008.0443
64204	02/16/22	WINTERFEST SUPPLIES	10.55		01102022		D	-			OTHER CHARGES	208.45010.0449
64204	02/16/22	OFFICE 365 SUBSCRIPTION	7.54		151501242003		D	-			COMMUNICATIONS	208.45005.0330
64204	02/16/22	D&O INSURANCE-2022	545.00		53435		D	-			INSURANCES AND B	208.45005.0441
64204	02/16/22	CVB MAIL PICKUP FEE-JAN	25.00		53437		D	-			POSTAGE	208.45005.0223
64204	02/16/22	INTERNET 12/18/21-1/17/2	28.20		53437		D	-			COMMUNICATIONS	208.45005.0330
64204	02/16/22	RECYCLING FEE-JAN	5.37		53437		D	-			CLEANING AND WAS	208.45005.0338
64204	02/16/22	MNG IT 12/12/21-1/11/22	66.66		53437		D	-			PROFESSIONAL SER	208.45005.0446
64204	02/16/22	2022 SERV MAINT CONTRACT	270.77		53439		D	-			COMMUNICATIONS	208.45005.0330
64204	02/16/22	LESLIE-PUBLIC POLICY	13.00		53445		D	-			TRAVEL-CONF.-SCH	101.41400.0333
64204	02/16/22	MAYOR-PUBLIC POLICY	13.00		53445		D	-			TRAVEL-CONF.-SCH	101.41401.0333
			12,710.50								*CHECK TOTAL	
		VENDOR TOTAL	12,710.50									
WILLMAR TDC		003520										
64205	02/16/22	PALLET CRYSTALS-SALT	830.00		14		D	-			GENERAL SUPPLIES	101.45433.0229
WILLMAR TOWNSHIP		001983										
64105	02/10/22	'19 ZIEGLER/THORPE ANNEX	581.34		2019B		D	-			LICENSES AND TAX	101.41428.0445
64105	02/10/22	'20 ZIEGLER/THORPE ANNEX	581.34		2020B		D	-			LICENSES AND TAX	101.41428.0445
64105	02/10/22	'21 ANNEX EPITOPIX PRO	8,368.65		2021A		D	-			LICENSES AND TAX	101.41428.0445

Vendor Payment History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
WILLMAR TOWNSHIP			001983											
	64105	02/10/22	'21 ZIEGLER/THORPE ANNEX	581.34		2021B		D	-				LICENSES AND TAX	101.41428.0445
				10,112.67		*CHECK TOTAL								
			VENDOR TOTAL	10,112.67										
WINDSTREAM			002100											
	64206	02/16/22	DATA PROCESSING-JAN	225.01		STMT/1-22		D	-				COMMUNICATIONS	101.41409.0330
	64206	02/16/22	PHONE SERV-JAN	41.59		STMT/1-22		D	-				COMMUNICATIONS	230.43430.0330
	64206	02/16/22	INTERNET SERV-JAN	46.95		STMT/1-22		D	-				COMMUNICATIONS	230.43430.0330
	64206	02/16/22	PHONE SERV-JAN	24.99		STMT/1-22		D	-				COMMUNICATIONS	230.43430.0330
	64206	02/16/22	PHONE SERV-JAN	41.59		STMT/1-22		D	-				COMMUNICATIONS	230.43430.0330
	64206	02/16/22	PHONE SERV-JAN	43.90		STMT/1-22		D	-				COMMUNICATIONS	651.48484.0330
	64206	02/16/22	FIRE ALARM SYSTEM-JAN	42.59		STMT/1-22		D	-				COMMUNICATIONS	651.48484.0330
	64206	02/16/22	PHONE SERV-FEB	73.83		STMT/2-22		D	-				COMMUNICATIONS	101.45432.0330
				540.45		*CHECK TOTAL								
			VENDOR TOTAL	540.45										
WITMER PUBLIC SAFETY GRO			003291											
	64207	02/16/22	RADIO STRAP-DELEEUW	143.79		E2153674		D	-				SMALL TOOLS	101.42412.0221
5 STAR WALT'S LLC			000790											
	64208	02/16/22	PREPAID CAR WASHES	3,540.00		762407		D	-				MTCE. OF EQUIPME	101.42411.0334

ACS FINANCIAL SYSTEM
02/16/2022 15:14:17

Vendor Payment History Report
INCLUDES ONLY POSTED TRANS

CITY OF WILLMAR
GL540R-V08.17 PAGE 16

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
REPORT TOTALS:				894,663.16										

RECORDS PRINTED - 000385

ACS FINANCIAL SYSTEM
02/16/2022 15:14:17

Vendor Payment History Report

CITY OF WILLMAR
GL060S-V08.17 RECAPPAGE
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	433,233.16
208	CONVENTION & VISITORS BUREAU	15,716.03
212	COMMUNITY DEVELOPMENT	40,000.00
230	WILLMAR MUNICIPAL AIRPORT	4,275.28
419	S.A.B.F. - #2019	1,075.80
420	LOCAL OPT SALES TAX PROJECTS	40,909.01
421	S.A.B.F. - #2021B	271,968.17
450	CAPITAL IMPROVEMENT FUND	28,445.38
651	WASTE TREATMENT	59,040.33
TOTAL ALL FUNDS		894,663.16

BANK RECAP:

BANK	NAME	DISBURSEMENTS
HERT	HERITAGE BANK	894,663.16
TOTAL ALL BANKS		894,663.16



Application for Appointment to
City Board/Committee/Commission

Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed. (If more than one, please number in order of choice.)

- X Airport Commission (meets monthly)
Cable Advisory Board (meets as needed)
Charter Commission (meets as needed)
Park and Recreation Board
City/County Economic Development Operations Board (meets monthly)
City of Willmar HRA
Human Rights Commission (meets as needed)
Municipal Utilities Commission (meets bi-monthly)
Pioneerland Library System Board (meets monthly)
Planning Commission (meets bi-monthly)
Police Civil Service Commission (meets first Monday in February each year and on as-needed basis thereafter)
Rice Memorial Hospital (meets bi-monthly)
Willmar Convention and Visitors Bureau
Zoning Appeals Board (meets monthly)
Ad hoc Task Forces (will be posted and will meet on an as-needed basis)

Applicant Information

Name: Ryan Nelson Date of Application: 1-20-22

Address: 2601 6th Ave SE Willmar, MN 56201 Phone No. 701-361-7927
(Certain Boards and Commissions may require that you are a resident of the City of Willmar)

Email: ryannelson@nelsonleasing.com

What prompted you to make application for a citizen committee? I am a pilot and hangar owner and want to be involved with airport decisions

Briefly tell us why you want to serve on this Board/Committee/Commission:

As a user of the airport I feel I can give input that will make the airport a better place for the users and more efficient for the city

List any special background or experience you have which would be helpful to this Board/Committee/Commission:

I am a pilot and a business owner in Willmar.
My company operates two aircraft.

List your educational background: Willmar Highschool Grad.

St. Cloud State University Grad. BS in Business Management

List any social, fraternal, patriotic, governmental, or service organizations, which you have or currently are serving on:

Leader in Scout Troop 224, Board member for the WSH
Troop Team.

If you are employed, please provide the name and address of your employer and your position:

Nelson International "Owner"
2700 East Hwy 12 Willmar, MN 56201

Please return completed application to:

Mayor's Office
333 SW 6th Street
Willmar, MN 56201

Or fax completed forms to:

(320) 235-4917

Or via email to:

Janell Sommers, Admin Assistant
jsommers@willmarmn.gov



**Application for Appointment to
City Board/Committee/Commission**

Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed. (If more than one, please number in order of choice.)

- Airport Commission (meets monthly)
- Cable Advisory Board (meets as needed)
- Charter Commission (meets as needed)
- Park and Recreation Board
- City/County Economic Development Operations Board (meets monthly)
- City of Willmar HRA
- Human Rights Commission (meets as needed)
- Municipal Utilities Commission (meets bi-monthly)
- Pioneerland Library System Board (meets monthly)
- Planning Commission (meets bi-monthly)
- Police Civil Service Commission (meets first Monday in February each year and on as-needed basis thereafter)
- Rice Memorial Hospital (meets bi-monthly)
- Willmar Convention and Visitors Bureau
- Zoning Appeals Board (meets monthly)
- Ad hoc Task Forces (will be posted and will meet on an as-needed basis)

Applicant Information

Name: Jasmine Miller Date of Application: 1/28/2022

Address: 2704 3rd Ave SE Phone No. 320-522-1589

(Certain Boards and Commissions may require that you are a resident of the City of Willmar)

Email: jmiller@olivia.mn.us

What prompted you to make application for a citizen committee?

I saw the vacancy listed on your website, and thought I might have something to offer as a member

Briefly tell us why you want to serve on this Board/Committee/Commission:

As a citizen of Willmar, MN I would like to volunteer my time, and have a hand in the planning and future development of my community.

List any special background or experience you have which would be helpful to this Board/Committee/Commission:

My background consists of five years of military experience in the United States Air Force, three years of service industry and winery operations. I have held the title of Administrative Assistant and interim Utility Accounts Manager with the City of Olivia. I am currently the Planning & Zoning Administrator for the City of Olivia. I am actively pursuing my CMC certification through MMCI as well as an Economic Development Certificate from Hamline University.

List your educational background:

I have a Bachelor's degree in Business Administration, Human Resource Management with an Organizational Behavior Concentration.

List any social, fraternal, patriotic, governmental, or service organizations, which you have or currently are serving on:

n/a

If you are employed, please provide the name and address of your employer and your position:

City of Olivia, 1009 W Lincoln Ave, Olivia, MN 56277

Planning & Zoning Administrator

Please return completed application to:

Mayor's Office
333 SW 6th Street
Willmar, MN 56201

Or fax completed forms to:

(320) 235-4917

Or via email to:

Janell Sommers, Admin Assistant
jsommers@willmarmn.gov

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)
 Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.
 Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Willmar Senior High Trap Team Previous Gambling Permit Number: 94147
 Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 82-2235006
 Mailing Address: PO Box 1543
 City: Willmar State: MN Zip: 56201 County: Kandiyohi
 Name of Chief Executive Officer (CEO): Dan O'Meara
 CEO Daytime Phone: 320-295-9835 CEO Email: dromeara@hotmail.com
(permit will be emailed to this email address unless otherwise indicated below)
 Email permit to (if other than the CEO): heidi.m.Olson@gmail.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
 Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103
 Secretary of State website, phone numbers:
www.sos.state.mn.us
 651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Willmar Trap Range
 Physical Address (do not use P.O. box): 3000 75th St SW
 Check one:
 City: Willmar Zip: 56201 County: Kandiyohi
 Township: _____ Zip: _____ County: _____
 Date(s) of activity (for raffles, indicate the date of the drawing): May 25th 2022

Check each type of gambling activity that your organization will conduct:
 Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

**CITY APPROVAL
for a gambling premises
located within city limits**

The application is acknowledged with no waiting period.
 The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
 The application is denied.

Print City Name: City of Willmar

Signature of City Personnel:
Judy R. Thompson

Title: City Clerk Date: 2-3-2022

The city or county must sign before submitting application to the Gambling Control Board.

**COUNTY APPROVAL
for a gambling premises
located in a township**

The application is acknowledged with no waiting period.
 The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
 The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)
 On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: [Signature] Date: 1-30-2022
 (Signature must be CEO's signature; designee may not sign)

Print Name: DAN O'NEARA

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
 A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

Questions?
 Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.



City Council Action Request

Council Meeting Date:	February 22, 2022	Agenda Item Number:	5.H.
Agenda Section:	Consent	Originating Department:	Planning & Development Services
Resolution	Yes	Prepared by:	Kayode Adiatu, City Planner
Ordinance	No	Reviewed By:	Justice Walker, Director
No. of Attachments	One	Presented By:	Kayode Adiatu, City Planner
Agenda Item:	Removal of Khalif Bashir from the Planning Commission		

RECOMMENDED ACTION:

Motion By: _____ Second By: _____ to approve the removal of Khalif Ahmed from the City of Willmar Planning Commission.

OVERVIEW:

The City of Willmar Planning Commission is charged with the duty of reviewing and reporting on revisions to the City’s master plan. In addition, the Commission reviews several land use applications and hears zoning issues relating to the physical development of the City. This is done through active citizen participation in its meetings. In this enlightenment, the Planning Commission needs active members in attendance to vote or decide on issues and the habitual absenteeism of a commissioner may lead to lack of quorum, which in turn puts a dent on the planning processes, some of which are either time sensitive or have cost implications. Mr. Bashir has consistently missed a number of meetings without reaching out to the Planning team with the reason for non-attendance.

Section 4.01 of the Municipal Code stipulates, “If any member of a board or commission fails to attend three (3) consecutive regular meetings of the board or commission, without being excused by the board or commission, the City Council may remove said member by an affirmative vote of five (5) members of the Council.” We are currently taking applications from citizens who have shown interest in joining the Planning Commission and the approval of the removal of Mr. Bashir would allow other passionate members to join.

PRIMARY ISSUES/ALTERNATIVES TO CONSIDER:

- Option A: Approve the removal of Khalif Bashir from the Planning Commission.
- Option B: Request for more information

BUDGETARY/FISCAL ISSUES:

The City pays the local newspaper to publish a public hearing. A habitual absenteeism by a Commissioner may lead to lack of quorum thereby postponing the public hearing and costing the City more financial expenditure.

ATTACHMENTS:

1. Resolution with Record of Absenteeism Attached

RESOLUTION NO. _____

Motion By: _____ Second By: _____

A RESOLUTION REMOVING A MEMBER OF THE PLANNING COMMISSION AND DECLARING A VACANCY TO EXIST ON THE PLANNING COMMISSION

WHEREAS, Planning Commission Member Khalif Bashir has not attended the previous seven meetings of the Willmar Planning Commission without explanation, as documented on Attachment 1 appended hereto;

WHEREAS, Section 4.01 of the Willmar Home Rule Charter provides that “[i]f any member of a board or commission fails to attend three (3) consecutive regular meetings of the board or commission, without being excused by the board or commission, the City Council may remove said member by an affirmative vote of five (5) members of the Council;” and;

WHEREAS, the Council finds that the Planning Commission needs active members in attendance to vote or decide on important issues and that habitual absenteeism on the commission frustrates the important and time-sensitive business of the commission and the City.

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

1. Pursuant to Section 4.01 of the Willmar Home Rule Charter, Planning Commission Member Khalif Bashir is hereby removed from the Planning Commission.
2. The seat on the Planning Commission formerly held by Mr. Bashir is hereby declared to be vacant.

Adopted by the City Council of the City of Willmar on February 22, 2022.

Approved:

Mayor

Attested:

City Clerk

Records of Absenteeism

Planning Commission Meeting	Attendance
September 15	Yes
October 6, 2021	No
October 13, 2021	No
November 17, 2021 (Work Session)	No
December 15, 2021	No
January 5, 2022	No
January 19, 2022	No
February 2, 2022	No

As shown in the table above, the last time Commissioner Bashir attended a Planning Commission meeting was September 15, 2021.

MINUTES

WILLMAR POLICE COMMISSION

Friday, December 17, 2021

A meeting of the Willmar Police Civil Service Commission was held on Friday, December 17, 2021, at the Law Enforcement Center in Willmar.

Present were Police Civil Service Commission members President Dennis Anfinson, Vice President Mike Kubesh, and Secretary Earline Schulstad. Police Chief Jim Felt, and Administrative Assistant Sue Edwards were also present.

The meeting was called to order by President Anfinson at 10:12 a.m.

A motion to approve the June 4, 2021 minutes, as submitted, was made by Commissioner Kubesh, seconded by Commissioner Schulstad. **Motion carried.**

The sergeant's promotional testing process results were discussed. Chief Felt explained that five candidates participated in the written test and oral interviews. The Chief thanked Commissioner Anfinson for helping with the interviews. After discussion, Commissioner Kubesh made a motion, seconded by Commissioner Schulstad, to establish the eligibility register by certifying the names as presented, and to recommend Officer Sam Schaeftbauer for the position of Sergeant to the appointing authority. **Motion carried.**

Chief Felt informed the Commission that with Sgt. Jahnke retiring January 31, 2022, and with the promotion of Officer Sam Schaeftbauer to the vacant Sergeant position, it leaves a police officer position unfilled. Discussion followed on the current police officer eligibility list.

A motion was made by Commissioner Kubesh, seconded by Commissioner Schulstad, to void the current eligibility register and to begin the hiring process for a patrol officer. **Motion carried.**

The hiring process will consist of the following:

- Advertise on the MN POST website, the City of Willmar website and in the West Central Tribune.
- Provide two written testing dates (times to be decided by Chief Felt and Administrative Assistant Edwards).
- Testing process will consist of written and oral examination, successful completion of background investigation, along with passing psychological and physical test.
- Weighted scores for testing process 40% value for written and 60% for oral.
- Preference points given for veterans, as required under MN statutes, with an application form available for such preference.

- Resumes and cover letters will be required.

Miscellaneous

The Commission was given a brief overview of the Officer involved shooting that occurred on 12/16/2021 including the investigative process and timelines for completion.

It is Officer David Vierling's last day of the FTO program today. He will start on his own next week.

WPD will be re-starting some of the Community Outreach Programs in 2022, i.e., coffee with the cops, lunch with the cops.

There being no further business, a motion to adjourn was made by Commissioner Kubesh, seconded by Commissioner Schulstad. The meeting was adjourned at 10:38 a.m.

Secretary Earline Schulstad
by Sue Edwards

**Willmar Lakes Area CVB Board Meeting
Online Via Zoom
Tuesday, January 18, 2021 @ 12:00 Noon**

Members Present: Dave Baker, John Wallin, Judy Thompson, Sue Steinert, Sabrina Lere, Doug Kuehnast, Ken Warner, Audrey Nelsen, Art Benson, and David Feist

Members Excused: Rob Baumgarn and Dave Henle

Members Absent: John Dahl, Steve Gardner, and Denny Baker

Staff Present: Beth Fischer and Tanya Rosenau

- I. **Call to Order:** Steinert called the meeting to order at 12:04 pm.
 - a. **Additions or corrections to the agenda:** There were no additions or corrections to the agenda.
- II. **Approve Minutes from the December 21, 2021 Meeting:** It was MSC (m/Baker; s/Kuehnast) to approve the minutes from the December 21, 2021 meeting.
- III. **Financial Report:** Thompson presented the financial report and reviewed the lodging tax revenues report. It was MSC (m/Kuehnast, s/Wallin) to approve the financial report as it was presented.
- IV. **CVB Operating Guidelines Discussion:** Fischer presented the revised CVB Operating Guidelines to the CVB Board. The red marks are the proposed changes. Fischer went over the changes made since the last meeting and asked for any other changes. It was MSC (m/Baker, s/Thompson) to approve the changes to the CVB Operating Guidelines effective on Thursday, January 20, 2022. Fischer and Wallin will present it to the Chamber Board of Directors at their January meeting.
- V. **Committee Reports/Updates:**
 - a. **Sports:** Fischer shared for Baumgarn that they are getting a new sound system in both arenas today. They have been busy with youth hockey tournaments, a figure skating competition, and the Willmar WarHawks. The event center is coming along nicely. Baumgarn recommends waiting to have the CVB Board meet there when there is a roof on the building. Baker asked about the progress on the outdoor rink. Fischer said there is a grant being submitted for a pavilion that will include an outdoor ice rink.
 - b. **Leisure:** Fischer shared they are getting ready for sports shows with the first one being the St. Cloud Sports Show February 4th-6th. Fischer shared the increase in inquiries over the past year and the successful Orange142 campaign in December.
 - c. **Meetings & Conventions:** Lere shared that they met and reestablished what their goals are and how they would proceed. Fischer shared that 2022 looks good for conventions.
 - d. **Visitor Guide:** Steinert said they continue to distribute the guides. They have a meeting scheduled for the end of January to start discussions on the next visitor guide. She added if you see another great guide to give it to Fischer for new ideas.
- VI. **Affiliated Partnership Updates/Reports:**
 - a. **Spicer Commercial Club:** Fischer shared that they started building the castle and plan to move forward with all of the events. Fischer will find a way to recognize and thank businesses and volunteers who helped make the castle and Winterfest a success.
 - b. **New London:** No report received from Dahl.
- VII. **Executive Director Report:** Fischer reviewed the January Executive Director Report. She noted some upcoming events including the Spicer WinterFest Celebration, Pee Wee Hockey Tournament, the MN Soil Health Coalition, Lions Convention, and MN Rural Education Association. She shared that she met with TEN17 to discuss the

content calendar and marketing ideas for January as well as video production. She's working with Orange142 to finalize details for the upcoming campaign. December top pages on the website: Celebrate the Light, Celebrate the Light Blog, Fishing, Spicer Winterfest, Events, The Barn Theatre – Elf, Things to Do, Green Lake, Eat & Drink, Places to Stay. We were awarded the 2022 MinnCAP Conference and the 2022 American Society of Farm Managers & Rural Appraisers Conference. We lost the bids for the 2022 MN Association for Court Management and the AFSCME 65 Convention. Copies of the Executive Director's Report are available upon request from the CVB office.

VIII. Other Business:

a. Word Around the Community:

- i. Warner:** This Thursday is the Workforce Solutions Summit from 12:30-4:00pm at the Willmar Conference Center. The Volunteer Appreciation Event and Leadership Prospective Graduation is scheduled for March 24th at either The Oaks or the Willmar Conference Center.
- ii. Thompson:** City Council meets tonight.
- iii. Wallin:** Wallin enjoyed watching them put up the castle on Saturday. He was excited to see more live music events in the area, but sad that many of them are taking place on the same day.
- iv. Benson:** FedEx is the company that will be building the new distribution center. The WYE and Block 25 projects are coming along well, and the infrastructure is coming along for the EpiTopix facility. The second class of the Elevate Business Academy graduated from the program in December. The EDC hired an in-house marketing person.
- v. Kuehnast:** Kuehnast shared that the new Groom Zone building is much bigger so they can accommodate dog boarding, grooming, and training.
- vi. Baker:** Baker shared dirt work is being done on the west side of Highway 23 on the way to St. Cloud. He is working on a bonding bill to complete the Glacial Lakes State Trail connection from Sibley State Park to New London. The next session begins on January 31st. The trails are looking great and he's seen snowmobilers out on them.
- vii. Nelsen:** City Council meeting tonight and they are hopefully approving a search brochure for City Operations Director position.
- viii. Steinert:** The hotel has been busy.

b. Other:

- c. Next Meeting:** The next meeting of the CVB Board of Directors will take place on February 15, 2022.

IX. Adjournment: Steinert adjourned the meeting at 1:14 pm.

Respectfully Submitted by,

Tanya Rosenau, Administrative Assistant
Willmar Lakes Area Convention & Visitors Bureau



City of Willmar
CONVENTION & VISITORS BUREAU
Balance Sheet as of January 31, 2022
(As of 02/11/22)

(Information Not Final as YearEnd has not yet been closed)

Assets

Cash	\$ 16,732.85
Bremer Wealth Money Market	\$ 122.70
Petty Cash	50.00
Investments	331,444.93
Taxes Receivable	(18,732.51)
Accounts Receivable	(140.83)
Prepaid Expenses	7,352.99
Interest Receivable	(113.97)
Total Assets	\$ 336,716.16

Liabilities

Accounts Payable	\$ 20,939.99
PPP2 Loan Share from Chamber	
Unrealized Revenue - Taxes	
Total Liabilities	20,939.99

Fund Balance

Restricted Fund Balance - Prepaid Expenses	5,002.58
Restricted Fund Balance - Governor's Fishing Opener	5,199.31
Committed Fund Balance - CVB	30,544.27
Assigned Fund Balance - Petty Cash/CVB	50.00
Restricted Fund Balance - CVB	188,498.01
Restricted Fund Balance - CVB 2021	86,482.00
Total Fund Balance	315,776.17

Total Liabilities & Fund Balance **\$ 336,716.16**

Willmar



2005

Lodging Tax History

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
January	\$ 8,809.36	\$ 9,592.37	\$ 10,146.02	\$ 11,242.91	\$ 12,481.92	\$ 16,072.96	\$ 15,411.55	\$ 14,438.84	\$ 14,232.85	\$ 14,148.02	\$ 7,741.02
February	\$ 10,611.48	\$ 11,908.11	\$10,911.35	\$ 13,578.53	\$ 13,861.89	\$ 12,644.59	\$ 13,292.01	\$ 13,934.28	\$ 14,552.98	\$ 15,048.46	\$ 9,101.68
March	\$ 10,383.91	\$ 11,246.07	\$ 12,286.25	\$ 11,960.20	\$ 13,268.74	\$ 11,951.98	\$ 14,443.01	\$ 14,696.50	\$ 15,673.47	\$ 9,303.62	\$ 12,363.16
April	\$ 11,572.47	\$ 9,979.39	\$ 11,762.97	\$ 12,280.28	\$ 20,893.77	\$ 16,855.81	\$ 15,757.48	\$ 16,409.14	\$ 17,819.29	\$ 4,588.16	\$ 15,029.77
May	\$ 12,184.92	\$ 13,372.89	\$ 13,011.30	\$ 13,953.56	\$ 27,168.41	\$ 16,576.02	\$ 15,746.72	\$ 20,539.88	\$ 20,001.25	\$ 7,314.51	\$ 17,537.08
June	\$ 16,310.94	\$ 17,056.44	\$ 17,723.80	\$ 21,493.18	\$ 31,353.36	\$ 23,587.69	\$ 26,686.49	\$ 28,342.49	\$ 24,163.13	\$ 12,608.70	\$ 23,624.61
July	\$ 21,102.74	\$ 19,419.80	\$ 20,870.17	\$ 23,504.27	\$ 31,335.96	\$ 21,423.26	\$ 27,584.55	\$ 28,880.56	\$ 26,044.25	\$ 16,449.45	\$ 28,542.94
August	\$ 17,099.31	\$18,441.81	\$ 19,836.73	\$ 19,602.33	\$ 26,012.06	\$ 24,542.87	\$ 26,921.27	\$ 26,212.67	\$ 25,113.28	\$ 17,345.10	\$ 28,063.26
September	\$ 14,485.25	\$ 16,027.03	\$ 16,596.08	\$ 15,996.62	\$ 19,337.47	\$ 20,738.25	\$ 21,674.86	\$ 24,656.95	\$ 23,058.37	\$ 16,540.48	\$ 23,485.38
October	\$ 13,417.43	\$ 13,824.00	\$ 15,507.78	\$ 16,011.42	\$ 17,588.17	\$ 19,325.13	\$ 21,137.60	\$ 23,002.47	\$ 22,999.10	\$ 16,290.21	\$ 20,545.88
November	\$ 11,366.74	\$ 11,414.80	\$ 12,603.31	\$ 12,749.26	\$ 13,727.63	\$15,342.87	\$14,726.67	\$17,698.50	\$17,729.37	\$8,651.30	\$17,090.35
Camping	\$ 14,625.30	\$ 14,728.80	\$ 14,885.55	\$14,858.75	\$14,785.45	\$15,497.95	\$15,862.70	\$16,275.30	\$15,594.25	\$13,829.45	\$17,917.95
December	\$10,045.27	\$ 10,378.89	\$ 11,250.37	\$ 12,489.86	\$ 13,694.93	\$13,812.73	\$13,553.46	\$14,020.88	\$14,276.98	\$6,674.59	\$15,743.86
Total Lodging tax	\$ 161,969.85	\$ 177,390.40	\$ 187,391.68	\$ 199,721.17	\$ 255,509.76	\$ 228,372.11	\$ 242,798.37	\$ 259,108.46	\$ 251,258.57	\$ 158,792.05	\$ 236,786.94

Approved 1/19/22

**Willmar Municipal Airport Commission
City of Willmar
Wednesday January 5th, 2022**

The Willmar Municipal Airport Commission met via zoom and in person on Wednesday January 5th 2022 at 5:30 p.m. at the Willmar Municipal Airport.

Members Present: Arnie Plowman in person. Cody Miller, Dan O'Meara and David Little via zoom.

Members Absent:

Others Present: Eric Rudningen, Airport Manager/FBO, Silas Parmar, Bolton & Menk, Bill Fry and Bruce Hanson.

Re-Organization: The Airport Commission would like to thank Sandy Gardner for her years of dedicated service to the Airport Commission. Members unanimously agreed to have Arnie Plowman continue as board chair. Commissioners recommended that Ryan Nelson's name be forwarded to the Mayor for consideration as a new board member.

New Hangar/Ramp Expansion: Discussion was held regarding changing the current CIP which calls for apron expansion, and a city built box hangar. Bruce Hanson has inquired about building a similar box hangar which could eliminate the need for the city to build one. Commissioners asked about the design proposal which would allow for access to the new proposed hangar, and movement space in front of the hangar. Commissioners requested further design options to be sure that the majority of airport users could benefit from the ramp expansion. A motion was made by Miller and seconded by O'Meara to change the CIP to reflect the ramp expansion, and a private box hangar. This motion passed unanimously.

Safety Concerns: Local Pilot Bill Fry addressed the commission about safety concerns he has regarding light outages around the airport. The commission requested that Eric provide a list of maintenance items for the group to look at each meeting, to ensure that maintenance was being done.

Meeting Date: The next meeting of the Airport Commission will be January 19, 2022 at 5:30 at the airport.

Meeting was adjourned at 6:28 p.m.

Respectfully submitted,
Eric Rudningen

**Application for Appointment to
City Board/Committee/Commission**

Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed. (If more than one, please number in order of choice.)

- Airport Commission (meets monthly)
- Cable Advisory Board (meets as needed)
- Charter Commission (meets as needed)
- Park and Recreation Board
- City/County Economic Development Operations Board (meets monthly)
- City of Willmar HRA
- Human Rights Commission (meets as needed)
- Municipal Utilities Commission (meets bi-monthly)
- Pioneerland Library System Board (meets monthly)
- Planning Commission (meets bi-monthly)
- Police Civil Service Commission (meets first Monday in February each year and on as-needed basis thereafter)
- Rice Memorial Hospital (meets bi-monthly)
- Willmar Convention and Visitors Bureau
- Zoning Appeals Board (meets monthly)
- Ad hoc Task Forces (will be posted and will meet on an as-needed basis)

Applicant Information

Name: Kent Skoglund Date of Application: Dec 10, 2021
Address: 200 18th Ave NE Phone No. 320 295 1553
(Certain Boards and Commissions may require that you are a resident of the City of Willmar)
Email: KSkoglund3@gmail.com

What prompted you to make application for a citizen committee? I was asked if I would be interested to be on the board

Briefly tell us why you want to serve on this Board/Committee/Commission:

I enjoyed being on this board before & enjoy being involved with activities for the city.

List any special background or experience you have which would be helpful to this Board/Committee/Commission:

I was on this board approximately 1987-1993
Have participated in city league basketball & softball. Currently
participate in tennis & pickleball.

List your educational background: Willmar High School
University of Minnesota - B.S. degree

List any social, fraternal, patriotic, governmental, or service organizations, which you have or currently are serving on:

Was in Sertoma, United Way Board of Directors,
Chamber of Commerce Board. Currently election judge for city
of Willmar

If you are employed, please provide the name and address of your employer and your position:

Retired
Was employed at Bremer Bank for 28 years

Please return completed application to:

Mayor's Office
333 SW 6th Street
Willmar, MN 56201

Or fax completed forms to:

(320) 235-4917



Application for Appointment to
City Board/Committee/Commission

Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed. (If more than one, please number in order of choice.)

- Airport Commission (meets monthly)
Cable Advisory Board (meets as needed)
Charter Commission (meets as needed)
Park and Recreation Board
City/County Economic Development Operations Board (meets monthly)
City of Willmar HRA
X Human Rights Commission (meets as needed)
Municipal Utilities Commission (meets bi-monthly)
Pioneerland Library System Board (meets monthly)
Planning Commission (meets bi-monthly)
Police Civil Service Commission (meets first Monday in February each year and on as-needed basis thereafter)
Rice Memorial Hospital (meets bi-monthly)
Willmar Convention and Visitors Bureau
Zoning Appeals Board (meets monthly)
Ad hoc Task Forces (will be posted and will meet on an as-needed basis)

Applicant Information

Name: Margaret (Peggy) Karsten Date of Application: 2-4-22
Address: 120 High Ave NE Willmar Phone No. 320-295-8095 cell
(Certain Boards and Commissions may require that you are a resident of the City of Willmar) 320-231-9838 home
Email: peggy.karsten5@gmail.com
What prompted you to make application for a citizen committee? an article in
the West & Central Tribune

Briefly tell us why you want to serve on this Board/Committee/Commission:

I appreciate the diversity in our community. When I taught at Ridgewater, I had a wide variety of student

List any special background or experience you have which would be helpful to this Board/Committee/Commission:

I play piano for Iglesia Paz y Esperanza and
am learning Spanish. I belong to Ridgewater's
multicultural Club - I live in Sperryville, a diverse neighborhood

List your educational background: MA in English

BA English w music minor

List any social, fraternal, patriotic, governmental, or service organizations, which you have or currently are serving on:

Kandiyohi County Extension Committee, YMCA Forever Well
Aging Wisely Committee, Board for AAUW, formerly on
Willmar Cent Council, formerly on Civic Advisory Board
If you are employed, please provide the name and address of your employer and your position: plus more

Retired

Please return completed application to:

Mayor's Office
333 SW 6th Street
Willmar, MN 56201

Or fax completed forms to:

(320) 235-4917



Application for Appointment to City Board/Committee/Commission

Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed. (If more than one, please number in order of choice.)

- _____ Airport Commission (meets monthly)
- _____ Cable Advisory Board (meets as needed)
- _____ Charter Commission (meets as needed)
- _____ Park and Recreation Board
- _____ City/County Economic Development Operations Board (meets monthly)
- _____ City of Willmar HRA
- X _____ Human Rights Commission (meets as needed)
- _____ Municipal Utilities Commission (meets bi-monthly)
- _____ Pioneerland Library System Board (meets monthly)
- _____ Planning Commission (meets bi-monthly)
- _____ Police Civil Service Commission (meets first Monday in February each year and on as-needed basis thereafter)
- _____ Rice Memorial Hospital (meets bi-monthly)
- _____ Willmar Convention and Visitors Bureau
- _____ Zoning Appeals Board (meets monthly)
- _____ Ad hoc Task Forces (will be posted and will meet on an as-needed basis)

Applicant Information

Name: Heidi Jo Ahmann Date of Application: 2-11-22
 Address: 626 SW 2nd St. Willmar Phone No. 320-295-9514
 (Certain Boards and Commissions may require that you are a resident of the City of Willmar)
 Email: hjtag@hotmail.com

What prompted you to make application for a citizen committee? my lifelong commitment to the city of Willmar and it's future

Briefly tell us why you want to serve on this Board/Committee/Commission:

I have a strong regard for all individual rights and believe that all must be treated with fairness, dignity and respect; I value the respect due All people

List any special background or experience you have which would be helpful to this Board/Committee/Commission:

Flight attendant who has worked and served many of different beliefs, backgrounds, cultures, nationalities, people groups, etc. I have extensive training in the following . . . Cultural training, Human trafficking training, Diversity training and SALT orientation.

List your educational background:

K-12 Willmar Public Schools
BA Business Administration Marketing/Management/ Economics

List any social, fraternal, patriotic, governmental, or service organizations, which you have or currently are serving on:

VFW Auxiliary, Legion Auxiliary, Kandiyohi County Republican's Treasurer, Fortress Men's Ministry Executive Board, Calvary Lutheran Church Board, First Covenant Church Board, Deacon of Outreach and Missions at First Covenant, Worship team, Barn Theatre, New London Little Theatre, current member of Harvest Community Church

If you are employed, please provide the name and address of your employer and your position:

Delta Airlines
MSP Airport / Atlanta Headquarters

Please return completed application to:

Mayor's Office
333 SW 6th Street
Willmar, MN 56201

Or fax completed forms to:

(320) 235-4917



Application for Appointment to City Board/Committee/Commission

Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed. (If more than one, please number in order of choice.)

- _____ Airport Commission (meets monthly)
_____ Cable Advisory Board (meets as needed)
_____ Charter Commission (meets as needed)
_____ Park and Recreation Board
_____ City/County Economic Development Operations Board (meets monthly)
_____ City of Willmar HRA
_____ Human Rights Commission (meets as needed)
✓ _____ Municipal Utilities Commission (meets bi-monthly)
_____ Pioneerland Library System Board (meets monthly)
_____ Planning Commission (meets bi-monthly)
_____ Police Civil Service Commission (meets first Monday in February each year and on as-needed basis thereafter)
_____ Rice Memorial Hospital (meets bi-monthly)
_____ Willmar Convention and Visitors Bureau
_____ Zoning Appeals Board (meets monthly)
_____ Ad hoc Task Forces (will be posted and will meet on an as-needed basis)

Applicant Information

Name: ABDIRAHMAN HUSSEIN ABDI (KADAR) Date of Application: 2/3/2022

Address: 374 LAKELAND DR SE APT 4, WILLMAR, MN Phone No. 612-501-0641
(Certain Boards and Commissions may require that you are a resident of the City of Willmar)

Email: KADARS0601@gmail.com

What prompted you to make application for a citizen committee? I have a great Experience that I would like to contribute to the city.

Briefly tell us why you want to serve on this Board/Committee/Commission: I have a talent and Experience to serve as a commission. I would like to contribute to the state I have a passion to help the community.

List any special background or experience you have which would be helpful to this Board/Committee/Commission:

I serve Human Right Commission, HRA, Commission Before,
Islamic SOCIETY OF WILLMAR, Board Chair 15 YEARS

List your educational background: B.A. Biochemistry M.P.A, Master of Public Administration
MAE MAED, Master of Education.

List any social, fraternal, patriotic, governmental, or service organizations, which you have or currently are serving on:

KANDIYOH ACADEMY

If you are employed, please provide the name and address of your employer and your position:

KANDIYOH ACADEMY, EXECUTIVE DIRECTOR
P.O. Box 1295, WILLMAR, MN 56201

Please return completed application to:

Mayor's Office
333 SW 6th Street
Willmar, MN 56201

Or fax completed forms to:

(320) 235-4917

Or via email to:

Janell Sommers, Admin Assistant
jsommers@willmarmn.gov

**INVEST IN WILLMAR BOARD
MEETING SUMMARY**

Approved: February 9, 2022

The Invest in Willmar Board met at 4:00 p.m. Wednesday, August 11, 2021 at the City Office Building.

Members present were: Matt Dawson, Mary Sawatzky, Jon Konold, Tony Amon, Audrey Nelsen, Mayor Marv Calvin and City Administrator Leslie Valiant.

Also present were: Recreation Director Rob Baumgarn, Finance Director Steve Okins, Council Member Julie Asmus, and Shelby Lindrud, Journalist.

The meeting was called to order at 4:00 p.m. by Chair Dawson. Following review of the agenda, a motion was made by Jon Konold, seconded by Tony Amon and passed to approve the agenda as presented.

A motion was made by Jon Konold, seconded by Mary Sawatzky and passed to approve the minutes of the March 10, 2021 meeting.

Chair Dawson introduced City Administrator Leslie Valiant to the board members. City Administrator Valiant briefed the members on her background to include her experience with Spicer's local option sales tax.

Jon Konold updated on the Recreational Fields Project. Construction is progressing. Currently there are two fields being prepared for turf. Footings are in for the concession stand and plumbing being roughed in.

Mary Sawatzky updated on the Swansson Field Project. Orange or Klemmetson Field is receiving the majority of the updates to include turf fields, concessions and dugout with Blue Field also being improved. Start date for dirt work is August 16th.

Robbins Island Improvements are waiting on building materials i.e. windows and trusses for the shelters. Framing will take place once the material arrives with mid-October remaining as the end date goal.

The Recreation/Event Center kickoff meeting is scheduled for August 18th. Subsequent to that meeting some transitions will take place with entrance doors. September 1st is slated to start dirt work.

Finance Director Okins overviewed the sales tax revenues. To date \$3.8 million has been collected and bond proceeds have progressed with the hearing on the Recreation Fields and Event Center before the Council on September 7th. Contingencies are listed as \$1.1 million plus the remaining available on the Event Center not under contract totaling \$1.6 million. June revenue was up 10% over last year. The last seven months have been 16% higher than the first few months. Collections are coming in higher than when the pandemic started.

The Board discussed the contingency funds with staff's recommendation to not designate these available funds until the projects are 90-95 percent complete. It was noted projects bid came in within budget including all their alternates.

The Board discussed desired future improvements that could be accomplished using contingency dollars and investigating grant opportunities. It was noted a public hearing is needed to transfer monies from one project to another.

A priority wish list for use of the contingency funds, if and when they are available, was suggested to be compiled from subcommittee input. Finance Director Okins suggested concentrating the list on items on the ballot question that were not able to be completed and prioritize for a starting point.

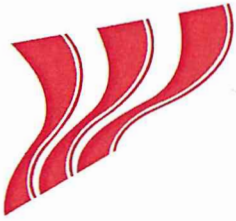
A Recreation Fields computer rendering design was discussed. Chair Dawson made a motion that \$2,500 be designed for the professional service to be paid from local option sales funds. It was suggested to include the entire area encompassing the Events and Civic Center as a Master Plan done in total. City Administrator Valiant suggested using local option sales funding to include a developed master plan of future projects. After further discussion the original motion died for lack of a second.

Tony Amon made a motion that local option sales tax dollars be used to have WSN create a computer rendering of the Master Plan for the Recreation Fields and Event Center not to exceed \$5,000. Jon Konold seconded the motion which carried unanimously.

There being no further business to come before the board, the meeting adjourned at 5:08 p.m.

Respectfully submitted,

Janell Sommers
Janell Sommers
Administrative Assistant



City Council Action Request

Council Meeting Date:	February 22, 2022	Agenda Item Number:	9.
Agenda Section:	Regular	Originating Department:	Engineering Department
Resolution	Yes	Prepared by:	Engineering Department
Ordinance	No	Reviewed By:	Leslie Valiant City Administrator
No. of Attachments	1	Presented By:	Jared Voge, P.E. Interim City Engineer
Item:	City Engineering Department recommending approval of Project No. 2101-A 2 nd Street Reconstruction Change Order No. 2 in the amount of \$13,396.18.		

RECOMMENDED ACTION:

Motion By: _____ Second By: _____, to adopt the resolution authorizing Change Order No. 2 in the amount of \$13,396.18 for Project No. 2101-A 2nd Street Reconstruction.

OVERVIEW:

Project No. 2101-A includes the reconstruction of 2nd Street SE from Becker Avenue to Olena Avenue. Bids were opened April 26th and Riley Bros. Construction was awarded the project.

Change Order No. 2 resulted from the following:

1. Salvaging and reconstructing an existing storm sewer manhole, near the entrance of McDonald’s parking lot, which was not identified in the contract documents.
2. Installation of temporary mailboxes for residents, not identified in the contract documents.
3. Temporary winter stabilization of the street and intersections with bituminous millings and crushed concrete until construction resumes in the spring.

BUDGETARY/FISCAL ISSUES:

The change order will be funded from the project’s contingencies budget.

As-Bid Project Budget	\$2,099,609.54
<u>Contingencies Budget</u>	<u>\$209,961.00</u>
Total	\$2,309,571.00

Original Contract Amount	\$2,099,609.54
Change Order No. 1	\$9,000.00
<u>Change Order No. 2</u>	<u>\$13,396.18</u>
Actual Final Contract	\$2,122,005.72

ATTACHMENTS:

- Council Resolution
- Change Order

Resolution No. ____

A RESOLUTION ACCEPTING CHANGE ORDER NO. 2 FOR PROJECT NO. 2101-A.

Motion By: _____ Second By: _____

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 of the City of Willmar are hereby authorized to modify the contract for Project No. 2101-A between the City of Willmar and Riley Bros. Construction, Inc. by Change Order No. 2 in the increased amount of \$13,396.18.

Dated this 22nd day of February, 2022

Mayor

Attest:

City Clerk

CHANGE ORDER NO.: 2

Owner:	City of Willmar	Owner's Project No.:	2101-A
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	OW1.124785
Contractor:	Riley Brothers	Contractor's Project No.:	
Project:	2 nd Street SE Reconstruction		
Contract Name:	2 nd Street SE Reconstruction		
Date Issued:	02/10/2022	Effective Date of Change Order:	02/10/2022

The Contract is modified as follows upon execution of this Change Order:

Description:

This change order will compensate the contractor for the following items:

1. Salvaging and reconstructing an existing storm sewer manhole, near the entrance to the McDonald's parking lot, that was not identified in the contract documents.
2. Installation of temporary mailboxes that were not identified in the contract documents.
3. Temporary winter stabilization of the street and intersections with bituminous millings and crushed concrete.

Attachments:

N/A

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ <u>2,099,609.54</u>	Original Contract Times: Substantial Completion: <u>October 1, 2021</u> Ready for final payment: <u>June 17, 2022</u>
Increase from previously approved Change Order No. 1: \$ <u>9,000.00</u>	Increase from previously approved Change Orders No.1: Substantial Completion: <u>August 5, 2022</u> Ready for final payment: <u>June 16, 2023</u>
Contract Price prior to this Change Order: \$ <u>2,108,609.54</u>	Contract Times prior to this Change Order: Substantial Completion: <u>August 5, 2022</u> Ready for final payment: <u>June 16, 2023</u>
Increase this Change Order: \$ <u>13,396.18</u>	Increase this Change Order: Substantial Completion: _____ Ready for final payment: _____
Contract Price incorporating this Change Order: \$ <u>2,122,005.72</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>August 5, 2022</u> Ready for final payment: <u>June 16, 2023</u>

Recommended by Engineer (if required)

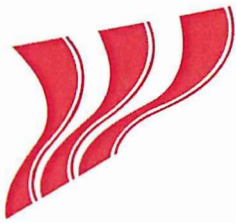
By: Jared Voge
Title: Jared Voge, P.E. Interim City Engineer
Date: 02/11/2022

Accepted by Contractor

Riley Bros. Const
Cl Riley / Project Manager
2-11-22

Authorized by Owner

By: _____
Title: _____
Date: _____



City Council Action Request

Council Meeting Date:	February 22, 2022	Agenda Item Number:	10.
Agenda Section:	Regular	Originating Department:	Engineering Department
Resolution	Yes	Prepared by:	Engineering Department
Ordinance	No	Reviewed By:	Leslie Valiant City Administrator
No. of Attachments	2	Presented By:	Steve Okins Finance Director
Item:	City Engineering Department recommending adopting the resolution of Intent to Reimburse for the costs incurred on the 2022 Street and Improvement Projects and resolution of the Preliminary Budget.		

RECOMMENDED ACTIONS:

Motion By: _____ Second By: _____, to adopt the resolution of Intent to Reimburse for the costs incurred on the 2022 Street and Other Improvement Projects.

Motion By: _____ Second By: _____, to adopt the resolution of the 2022 Street and Other Improvement Projects Preliminary Budget.

OVERVIEW:

The City Council ordered the 2022 Street and Other Improvement projects at the Improvement Hearing held on January 18th. The projects included in the Intent to Reimburse are:

Project No. 2201-A Reconstruction

6th Street SW – 19th Avenue to Willmar Avenue
17th Avenue SW cul-de-sac

Project No. 2201-B Reconstruction

Charlotte Street SE – Johanna Avenue to Becker Avenue

Project No. 2201-C Reconstruction

Industrial Drive SW Service Road

Project No. 2201-D Reconstruction

13th Street SW – Litchfield Avenue to Trott Avenue
Litchfield Avenue SW – 13th Street to 11th Street

Project No. 2203-A Overlay

19th Avenue/Lakeland Drive SE – 1st Street to Willmar Avenue

Project No. 2203-B Overlay

1st Street NE/Business 71 – 13th Avenue to 26th Avenue

Project No. 2203-C County Overlay

7th Street NW – Park Avenue to County Road 24

Project No. 2204 Parking Lot Improvements

Fire Station North

Fire Station South

Sperryville Park

Block 41, Lots 11 & 12

Prior to incurring costs on these projects, it is necessary the Council adopt the resolution of Intent to Reimburse to ensure the City will be refunded for the costs.

BUDGETARY/FISCAL ISSUES:

The resolution of Intent to Reimburse insure project costs are covered by the bond issue.

The Preliminary Budget for the Improvement Projects is set at \$11,098,256.

ATTACHMENTS:

Council Resolutions

RESOLUTION NO. ____
2022 PRELIMINARY BUDGET
TOTAL COST \$11,098,256
 *Budget Amounts are Essential

Motion By: _____

Second By: _____

Code

PERSONNEL SERVICES

10* Salaries Reg. Employees	
11* Overtime Reg. Employees	
12* Salaries Temp. Employees	
13* Employer Pension Contr.	
14* Employer Ins. Contr.	
TOTAL	\$0.00

RECEIVABLES

Assessments Prop Owners	\$2,427,833
Community Investment	\$2,407,167
MSA	\$2,696,535
MUC	\$1,055,298
WTP	\$1,270,681
LOST	\$656,691
COUNTY	\$584,051

TOTAL \$11,098,256

SUPPLIES

20* Office Supplies	
21* Small Tools	
22* Motor Fuels & Lubricants	
23* Postage	
24 Mtce. of Equipment	
25 Mtce. of Structures	
26 Mtce. of Other Improvements	
27 Subsistence of Persons	
28 Cleaning & Waste Removal	
29* General Supplies	
TOTAL	\$0.00

FINANCING

Bonds	\$4,835,000
LOST	\$656,691
MSA	\$2,696,535
WTP	\$1,270,681
MUC	\$1,055,298
COUNTY	\$584,051

TOTAL \$11,098,256

GRAND TOTAL \$11,098,256

Dated this 22nd day of February, 2022

OTHER SERVICES

33* Travel-Conf.-Schools	
34 Mtce. of Equipment	
35 Mtce. of Structures	
36* Mtce. of Other Impr.	\$8,961,758
37 Subsistence of Persons	
38 Cleaning & Waste Removal	
39* Other Services	\$448,088
TOTAL	\$9,409,846

Mayor

Attest:

City Clerk

OTHER CHARGES

46* Prof. Serv.	\$1,602,755
48 Admin OH (Transfer)	\$85,655
TOTAL	\$1,688,410
GRAND TOTAL	\$11,098,256

RESOLUTION NO. ____

RESOLUTION ESTABLISHING PROCEDURES
RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND
REGULATIONS UNDER THE INTERNAL REVENUE CODE

Motion By: _____ Second By: _____

BE IT RESOLVED, by the City Council (the "Council") of the City of Willmar, Minnesota (the "City"), as follows:

1. Recitals.

A. The Internal Revenue Service has issued Treasury Regulations, Section 1.150-2 (as the same may be amended or supplemented, the "Regulations"), dealing with "reimbursement bond" proceeds, being proceeds of the City's bonds used to reimburse the City for any project expenditure paid by the City prior to the time of the issuance of those bonds.

B. The Regulations generally require that the City make a declaration of intent to reimburse itself for such prior expenditures out of the proceeds of subsequently issued bonds, that such declaration be made not later than 60 days after the expenditure is actually paid, and that the bonding occur and the written reimbursement allocation be made from the proceeds of such bonds within 18 months after the later of (1) the date of payment of the expenditure or (2) the date the project is placed in service (but in no event more than 3 years after actual payment).

C. The City heretofore implemented procedures for compliance with the predecessor versions of the Regulations and desires to amend and supplement those procedures to ensure compliance with the Regulations.

D. The City's bond counsel has advised the City that the Regulations do not apply, and hence the provisions of this Resolution are intended to have no application, to payments of City project costs first made by the City out of the proceeds of bonds issued prior to the date of such payments.

2. Official Intent Declaration. The Regulations, in the situations in which they apply, require the City to have declared an official intent (the "Declaration") to reimburse itself for previously paid project expenditures out of the proceeds of subsequently issued bonds. The Council hereby authorizes the City Clerk to make the City's Declarations or to delegate from time to time that responsibility to other appropriate City employees. Each Declaration shall comply with the requirements of the Regulations, including without limitation the following:

A. Each Declaration shall be made not later than 60 days after payment of the applicable project cost and shall state that the City reasonably expects to reimburse itself for the expenditure out of the proceeds of a bond issue or similar borrowing. Each Declaration may be made substantially in the form of the Exhibit A, which is attached to and made a part of this Resolution, or in any other format which may at the time comply with the Regulations.

B. Each Declaration shall (1) contain a reasonably accurate description of the "project," as defined in the Regulations (which may include the property or program to be financed, as applicable), to which the expenditure relates and (2) state the maximum principal amount of bonding expected to be issued for that project.

C. Care shall be taken so that the City, or its authorized representatives under this Resolution, not make Declarations in cases where the City doesn't reasonably expect to issue reimbursement bonds to finance the subject project costs, and the City officials are hereby authorized to consult with bond counsel to the City concerning the requirements of the Regulations and their application in particular circumstances.

D. The Council shall be advised from time to time on the desirability and timing of the issuance of reimbursement bonds relating to project expenditures for which the City has made Declarations.

3. Reimbursement Allocations. The designated City officials shall also be responsible for making the

“reimbursement allocations” described in the Regulations, being generally written allocations that evidence the City’s use of the applicable bond proceeds to reimburse the original expenditures.

4. Effect. This Resolution shall amend and supplement all prior resolutions and/or procedures adopted by the City for compliance with the Regulations (or their predecessor versions), and, henceforth, in the event of any inconsistency, the provisions of this Resolution shall apply and govern.

Adopted this 22nd day of February, 2022, by the Willmar City Council

MAYOR

Attest:

CITY CLERK

EXHIBIT A

DECLARATION OF OFFICIAL INTENT

The undersigned, being the duly appointed and acting City Clerk of the City of Willmar, Minnesota (the "City"), pursuant to and for purposes of compliance with Treasury Regulations Section 1.150-2 (the "Regulations"), under the Internal Revenue Code of 1986, as amended, hereby states and certifies as follows:

1. The undersigned has been and is on the date hereof duly authorized by the Willmar City Council to make and execute this Declaration of Official Intent (the "Declaration") for and on behalf of the City.

2. This Declaration relates to the following project, property or program (the "Project") and the costs thereof to be financed: 2022 Street Improvements Bond.

3. The City reasonably expects to reimburse itself for the payment of certain costs of the Project out of the proceeds of a bond issue or similar borrowing (the "Bonds") to be issued by the City after the date of payment of such costs. As of the date hereof, the City reasonably expects that \$4,835,000 is the maximum principal amount of the Bonds, which will be issued to finance the Project.

4. Each expenditure to be reimbursed from the Bonds is or will be a capital expenditure or a cost of issuance, or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Regulations.

5. As of the Date thereof, the statements and expectations contained in this Declaration are believed to be reasonable and accurate.

Dated: February 22, 2022

Judy Thompson
City Clerk
City of Willmar, Minnesota

CERTIFICATION

The undersigned, being the duly qualified and acting City Clerk of the City of Willmar, Minnesota, hereby certifies the following:

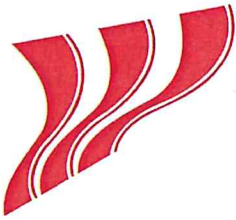
The foregoing is true and correct copy of a Resolution on file and of official, publicly available record in the offices of the City, which Resolution relates to procedures of the City for compliance with certain IRS Regulations on reimbursement bonds. Said Resolution was duly adopted by the governing body of the City (the "Council") at a regular meeting of the Council held on February 22, 2022. Said meeting was duly called, regularly held, open to the public, and held at the place at which meetings of the Council are regularly held. Council Member _____ moved the adoption of the Resolution, which motion was seconded by Council Member _____. A vote being taken on the motion, the following members of the Council voted in favor of the motion to adopt the Resolution:

and the following voted against the same:

Whereupon said Resolution was declared duly passed and adopted. The Resolution is in full force and effect, and no action has been taken by the Council, which would in any way alter or amend the Resolution.

WITNESS MY HAND officially as the City Clerk of the City of Willmar, Minnesota, this 22nd day of February, 2022.

City Clerk
City of Willmar, Minnesota



City Council Action Request

Council Meeting Date:	February 22, 2022	Agenda Item Number:	11.
Agenda Section:	Regular	Originating Department:	Engineering Department
Resolution	Yes	Prepared by:	Engineering Department
Ordinance	No	Reviewed By:	Leslie Valiant City Administrator
No. of Attachments	1	Presented By:	Jared Voge, P.E. Interim City Engineer
Item:	City Engineering Department recommending adopting the resolution approving final plans and specifications of the 2022 Street Reconstruction Projects and Lift Station Elimination Project, and authorize advertisement for bids.		

RECOMMENDED ACTION:

Motion By: _____ Second By: _____, to adopt the resolution approving final plans and specifications of the 2022 Street Reconstruction Projects and Lift Station Elimination Project, and authorize advertisement for bids.

OVERVIEW:

As required by State Statue 429.031 subd. 1(b), a Public Hearing has been held on the proposed 2022 street improvements for the purpose of reviewing and explaining the proposed improvements, estimated costs, and to obtain input from interested parties. Following the hearing, such improvements were considered and approved by the Council for construction. Approval of the plans and specifications as prepared by staff also requires Council action at this time for authorization to advertise for bids. Council action is needed for authorization to advertise for bids with a bid opening date of March 16th for Project No. 2210 Highway 12 Lift Station Elimination, and March 23rd for the street reconstruction projects.

Project No. 2201-A Reconstruction

6th Street SW – 19th Avenue to Willmar Avenue
17th Avenue SW cul-de-sac

Project No. 2201-B Reconstruction

Charlotte Street SE – Johanna Avenue to Becker Avenue

Project No. 2201-C Reconstruction

Industrial Drive SW Service Road

Project No. 2201-D Reconstruction

13th Street SW – Litchfield Avenue to Trott Avenue
Litchfield Avenue SW – 13th Street to 11th Street

Project No. 2210 Lift Station Elimination

Elimination of TH No. 12 Lift Station

BUDGETARY/FISCAL ISSUES:

Sources of funding for the 2022 Improvement Projects includes monies from Willmar Municipal Utilities, assessments, state aid funds, LOST funds, and bond proceeds.

ATTACHMENTS:

Council Resolution

RESOLUTION NO. _____

**A RESOLUTION APPROVING FINAL PLANS AND SPECIFICATIONS AND AUTHORIZING
PUBLICATION OF THE ADVERTISEMENT FOR BIDS FOR A PORTION OF THE 2022
IMPROVEMENT PROJECTS.**

Motion By: _____ Second By: _____

WHEREAS the City Engineer of the City of Willmar has presented to the City Council plans and specifications for Project Nos. 2201-A, 2201-B, 2201-C, 2201-D, and 2210 for the City of Willmar;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Willmar that:

Final plans and specifications are hereby approved, and publication of the advertisement for bids is herewith authorized. Multiple bid packages will be publicly opened and read with the first opening scheduled for 1:00 p.m. on the 23rd day of March, 2022 for Project Nos. 2201-A, 2201-B, 2201-C, 2201-D; and for 10:00 a.m. on the 16th of March, 2022 for Project No. 2210 at the City Office Building, 333 Southwest Sixth Street, Willmar, Minnesota.

Dated this 22nd day of February, 2022

Mayor

Attest:

City Clerk



City Council Action Request

Council Meeting Date:	February 22, 2022	Agenda Item Number:	12.
Agenda Section:	Regular	Originating Department:	City Clerk
Resolution	No	Prepared by:	Judy R. Thompson, City Clerk
Ordinance	No	Reviewed By:	Leslie Valiant, City Administrator
No. of Attachments		Presented By:	Judy R. Thompson, City Clerk
Item:	Civic Center Arena Special Event by On-Sale Liquor License Holder Permit— Holiday Inn/Green Mill Willmar		

RECOMMENDED ACTION:

Motion By: _____ **Second By:** _____, to Approve the Civic Center Arena Special Event by On-Sale Liquor License Holder Permit Pending Police Department Approval on a Roll Call Vote

COMMITTEE/BOARD/COMMISSION RECOMMENDATION: N/A

OVERVIEW:

The Civic Center has rented space to Israel Mireles to hold a Baile Gigante Concert Event on April 9, 2022, with plans to serve alcohol during this event. A Civic Center Arena Special Event Permit is required to distribute or consume alcohol on the Civic Center grounds for this event. TPI Core Inc. dba Holiday Inn/Green Mill Willmar has applied for these permits with on-site employee listed as Travis Lohre.

PRIMARY ISSUES/ALTERNATIVES TO CONSIDER:

1. Deny the serving of alcohol during this event.

BUDGETARY/FISCAL ISSUES: \$100.00 application fee.

ATTACHMENTS: N/A



City Council Action Request

Council Meeting Date:	February 22, 2022	Agenda Item Number:	13.
Agenda Section:	Regular	Originating Department:	City Clerk
Resolution	No	Prepared by:	Judy R. Thompson, City Clerk
Ordinance	No	Reviewed By:	Leslie Valiant, City Administrator
No. of Attachments		Presented By:	Judy R. Thompson, City Clerk
Item:	Civic Center Arena Special Event by On-Sale Liquor License Holder Permit— Mamma Dee's Green Lantern LLC		

RECOMMENDED ACTION:

Motion By: _____ **Second By:** _____, to Approve the Civic Center Arena Special Event by On-Sale Liquor License Holder Permit Pending Police Department Approval on a Roll Call Vote

COMMITTEE/BOARD/COMMISSION RECOMMENDATION: N/A

OVERVIEW:

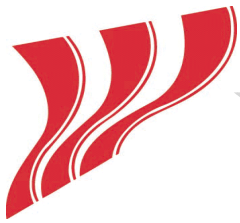
The Civic Center has rented space to Brock Larson to hold a Cage Fighting Xtreme / MMA Event on April 16, 2022, with plans to serve alcohol during this event. A Civic Center Arena Special Event Permit is required to distribute or consume alcohol on the Civic Center grounds for this event. Mamma Dee's Green Lantern LLC dba Green Lantern has applied for these permits with on-site employee listed as Carl Larson. This event was held in August 2021 without issues.

PRIMARY ISSUES/ALTERNATIVES TO CONSIDER:

1. Deny the serving of alcohol during this event.

BUDGETARY/FISCAL ISSUES: \$100.00 application fee.

ATTACHMENTS: N/A



City Council Action Request

Council Meeting Date:	February 22, 2022	Agenda Item Number:	14.
Agenda Section:	Regular	Originating Department	City Administrator
Resolution	No	Prepared by:	Administration
Ordinance	No	Reviewed By:	Leslie Valiant, City Administrator
No. of Attachments	None	Presented By:	Mayor Marv Calvin
Item:	Summary of Conclusions of Evaluation of Performance of City Administrator Leslie Valiant		

RECOMMENDED ACTION: None – Information Only

OVERVIEW:

The Mayor and City Council have completed a six-month performance evaluation of City Administrator Leslie Valiant and met in closed session on February 7, 2022.

Nonpublic correspondence will be submitted by Flaherty and Hood, P.A. to the City Council for their consideration. No action will be taken for this item

BUDGETARY/FISCAL ISSUES:

N/A

ALTERNATIVE(S):

ATTACHMENTS:

N/A



City Council Action Request

Council Meeting Date:	February 22, 2022	Agenda Item Number:	15.
Agenda Section:	Regular	Originating Department	City Administrator
Resolution	No	Prepared by:	Administration
Ordinance	No	Reviewed By:	Leslie Valiant, City Administrator
No. of Attachments	None	Presented By:	Mayor Marv Calvin
Item:	Consideration of Salary Increase for City Administrator Leslie Valiant		

RECOMMENDED ACTION: Guidance provided by Flaherty and Hood P.A.

OVERVIEW:

Consideration of a salary increase based on performance is allowed as per the employment agreement with City Administration Leslie Valiant.

Nonpublic correspondence will be submitted by Flaherty and Hood, P.A. to the City Council for their consideration.

BUDGETARY/FISCAL ISSUES:

N/A

ALTERNATIVE(S):

ATTACHMENTS:

N/A