

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

August 6, 2012  
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Frank Yanish. Members present on a roll call were Mayor Yanish, Council Members Ron Christianson, Bruce DeBlieck, Steve Ahmann, Rick Fagerlie, Jim Dokken, and Tim Johnson; Present 7, Absent 2 - Council Members Denis Anderson and Doug Reese were excused from the meeting.

Also present were City Administrator Charlene Stevens, Police Chief David Wyffels, Fire Chief Marv Calvin, Planning and Development Services Director Bruce Peterson, City Attorney Robert Scott, and City Clerk Kevin Halliday.

The Council requested that the Municipal Utilities Commission, Rice Hospital Board and Community Development Committee Minutes be removed from the Consent Agenda.

Council Member Christianson offered a motion adopting the Consent Agenda which included the following: City Council Minutes of July 16, Planning Commission Minutes of July 25, Charter Commission Minutes of June 21, Mayoral appointment - Verne Carlson to Storm Water Task Force, Accounts Payable through August 1, and Kandiyohi Area Transit Operations Board Minutes of March 6, 2012. Council Member Ahmann seconded the motion, which carried.

Council Member DeBlieck informed the Mayor and Council that the Willmar Municipal Utilities has entered into a WPPI Purchase Power Sales Agreement with CEMPA to supply 5.5 megawatts of power. The Municipal Utilities Commission minutes for July 23, 2012, were approved upon motion by Council Member DeBlieck, seconded by Council Member Dokken, and carried.

Following discussion of the Hospital's 75<sup>th</sup> anniversary celebration and financial report, the Rice Hospital Board Minutes of July 11, 2012, were approved upon motion by Council Member Dokken, seconded by Council Member Christianson, and carried.

Following review of a proposed Robbins Island beach closing policy and the issue of water quality, the Community Education/Recreation Joint Powers Board Minutes of June 29, 2012, were approved upon a motion by Council Member Fagerlie, seconded by Council Member Ahmann, and carried.

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

Mayor Yanish recognized Christie Kurth, Coordinator/Executive Director of the Willmar Food Area Shelf, who presented an update on the Food Shelf. Ms. Kurth presented service statistics over the last year which included 9,274 families/households served, 17,024 adults, 12,008 children and 686 adults over 65 years of age; and 873,635 pounds of food was distributed. Following discussion on how individuals and families qualify and how often a family can use the Food Shelf, Mayor Yanish thanked Ms. Kurth for her presentation and service to the community.

The Community Development Committee Report for July 26, 2012, was presented to the Mayor and Council by Council Member Dokken. There were six items for Council consideration.

Item No. 1      There were no public comments offered at this meeting.

Item No. 2      Steve Salzer, MinnWest Technology Campus Manager, provided an update on

development activities at the campus. There are currently 31 businesses with 365 employees on the campus and 55 percent of the space owned by MinnWest is currently leased. The major focus to-date has been agricultural technology, but the campus is zoned for various technology and support businesses. Mr. Salzer reviewed handouts depicting campus development over multiple phases. NovaTech, the largest tenant on the campus, starting with 48 employees and have grown to nearly 160 employees. There are 30 additional acres available for future development. The Committee discussed the role a functioning airport played in the development of the MinnWest Campus. Mr. Salzer replied that the parent company leases a plane and uses the airport, and there is potential for other businesses to use the airport as they grow. Mr. Salzer appeared before the Council to review the campus development offering details of their three-phase growth and future plans and aspirations. This matter was for information only.

Item No. 3 Tom and Jean Lindeman from Pro 1 Realty presented information to the Committee relative to industrial park land pricing. Trends show land values decreasing, necessitating an adjustment in land prices for the Willmar Industrial Park. A 15 percent reduction in land price was recommended as a reasonable adjustment.

There were no suitable comparable sales in Willmar, but comps from the area were presented ranging from 49 cents to 60 cents per square foot. Staff stated that the availability of land from the Phase 1 land release requires that it be priced to stimulate development and was recommending a reduction in price from \$1.50 per square foot, to \$1.25 per square foot.

The Committee was recommending to the Council that the land in the Industrial Park Third Addition be repriced from \$1.50 per square foot to \$1.25 per square foot. Council Member Dokken moved to approve the recommendation of the Community Development Committee with Council Member Christianson seconding the motion, which carried.

Item No. 4 Staff presented to the Committee information regarding Phase 2 and Phase 3 Airport land releases. Council Member Dokken raised the topic of non-compliance at the new airport relative to the easement and lease issues. Staff stated that significant efforts were underway to resolve those issues with the FAA and that those issues were a result of a previous mediated settlement for land acquisition.

Steve Nedrelov of the Airport Commission and Eric Rudningen of Maximum Cruise Aviation spoke about airport needs and the value of further airport development. This matter was for information only.

Item No. 5 The Committee reviewed a draft ordinance dealing with the keeping and care of animals as prepared by the City Attorney. The draft ordinance is based on language previously recommended by Staff and the Committee.

The Committee was recommending to the Council that the Ordinance be introduced for a hearing to be held on August 20, 2012. Council Member Dokken moved to approve the recommendation of the Committee Development Committee with Council Member Fagerlie seconding the motion. Following discussion of citizen comments, Council Member Dokken withdrew his motion and Council Member Fagerlie withdrew his second. Council Member Ahmann moved to refer the draft ordinance back to the Community Development Committee with Council Member DeBlieck seconding the motion, which carried.

Item No. 6 The Committee requested that Staff arrange to have the mobile home parks manager at the next Committee meeting. This matter was for information only.

The Community Development Report for July 26, 2012, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Dokken, seconded by Council Member Christianson, and carried.

The Labor Relations Committee Report for August 1, 2012, was presented to the Mayor and Council by Council Member Ahmann. There were four items for Council consideration.

Item No. 1 There was no one present for public comment.

Item No. 2 City Administrator Stevens explained to the Committee that with Fire Chief/Fire Marshal Calvin leaving the City as of August 9, 2012, it was necessary to appoint an Interim Fire Chief and Fire Marshal, as well as an Interim Emergency Management Coordinator. Ms. Stevens stated it was her recommendation to appoint Jeff Gilbertson as Acting Chief and Acting Fire Marshal for the interim period. Ms. Stevens stated it was also her recommendation to appoint Don Ericson, Kandiyohi County Emergency Management Coordinator, as the City of Willmar's Interim Emergency Management Coordinator.

Council Member Anderson asked who would assume responsibility for the Safety Committee. Ms. Stevens stated that the committee would continue and the leadership would come internally, but had not yet been determined.

Following further discussion, the Committee was recommending to the Council that Jeff Gilbertson be appointed as Acting Chief and Fire Marshal with an additional \$500 per month in compensation, and that Don Ericson as Interim Emergency Management Coordinator for the City of Willmar. Council Member Ahmann moved to approve the recommendation of the Labor Relations Committee with Council Member Dokken seconding the motion, which carried.

Item No. 3 Council Member Reese inquired about filling the Fire Marshal/Fire Chief vacancy. Ms. Stevens stated it was her recommendation that the position be filled on a full-time basis, but at this time she did not have a recommended salary range.

Chair Ahmann asked Fire Chief Calvin for his thoughts on filling the position and those of the department. Chief Calvin responded that the position should be filled on a full-time basis and it is important to maintain the professionalism of the Department.

Council Member Anderson stated that he felt the Department had come along way under Chief Calvin, including and improved ISO rating, and that he would not want to see the City be shortsighted and not fill the position.

Following discussion, the Committee was recommending that the Council authorize filling the vacancy of the Fire Chief/Fire Marshal position. Council Member Ahmann moved to approve the filling of the Fire Marshal/Fire Chief position with Council Member Fagerlie seconding the motion, which carried.

Item No. 4 Mayor Yanish addressed the Committee and challenged those in attendance to find alternatives to filling the remaining vacant positions at the City. This matter was for information only.

The Labor Relations Committee Report for August 1, 2012, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Ahmann, seconded by Council Member Christianson, and carried.

The Mayor and Council considered an amendment to the Zoning Ordinance Section 7 regarding nonconforming structures damage or destruction and Section 9 regarding variance standards. Planning and Development Services Director Peterson presented details of Section 7, change in the nonconformities statues regarding the destruction or damage of a nonconforming structure, and Section 9, would align the Willmar standards with the State's amended municipal variance standards. Council Member Ahmann offered a motion to introduce an Ordinance Amending Willmar Ordinance 1060, Known as the Willmar Zoning Ordinance and schedule a hearing on August 20, 2012. Council Member Christianson seconded the motion, which carried.

The Mayor and Council considered a Fowl Permit from Luther Septon. City Clerk Halliday explained that this is a reoccurring permit that has been held 10+ years, which is in compliance with the current ordinance. If a new ordinance is adopted, Mr. Septon will comply with that ordinance in the future. Council Member Christianson moved to approve the one-year Fowl Permit as presented with Council Member Fagerlie seconding the motion, which carried.

It was noted that Tuesday, August 1, 2012, was National Night Out and events were held throughout the city as well as at Garfield Park and Vos Park.

Announcements for Council Committee meeting dates were as follows: Finance, August 13; and Community Development, August 16, 2012.

Council Member DeBlieck requested to be excused from the excused from the August 20, 2012, City Council meeting.

Council Member Christianson brought to the Council's attention a memorandum regarding the Charter Commission drafted by City Attorney Robert Schott. Council Member Christianson requested clarification if the Charter Commission could put parts of their proposed amendments to the voters and parts in an ordinance for Council consideration. City Attorney Scott reviewed the options.

The Mayor and Council recognized and thanked Fire Chief Marv Calvin for his years of service and dedication to the City of Willmar.

There being no further business to come before the Council, the meeting adjourned at 8:55 p.m. upon motion by Council Member Christianson, seconded by Council Member Dokken, and carried.

Attest:

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MAYOR

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SECRETARY TO THE COUNCIL