PUBLIC WORKS/SAFETY COMMITTEE MEETING
TUESDAY, APRIL 24, 2012
4:45 P.M., CONFERENCE ROOM NO. 1
CITY OFFICE BUILDING

Chair:	*Doug Reese*
Vice Chair:	*Ron Christianson*
Members:	*Rick Fagerlie*
	Bruce DeBlieck

AGENDA

1. Approve Plans and Specifications and Call for Bids – Project No. 1110

2. Consider Fowl Permits
   - 422 SE Charlotte Street
   - 2216 SW 22nd Street

3. Call for Assessment Hearing on Project No.1201

4. Miscellaneous

5. Adjourn

Kandiyohi County Jail Census_____

cc: Department Directors
"West Central Tribune"
KWLM
St. Cloud Times
Willmar Area Lakes Chamber of Commerce

Js

CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: _____

Meeting Date: April 24, 2012

Attachments: Yes ☒ No

CITY COUNCIL ACTION

Date: May 7, 2012

☐ Approved ☐ Denied
☐ Amended ☐ Tabled
☐ Other

Originating Department: Engineering

Action Requested: Approve Plans and Specifications and Authorization for Bids for Project No. 1110 – Western Interceptor Sewer.

Guiding Principle: Donohue & Associates hereby submits to the City Council the Plans and Specifications for the Western Interceptor Sewer project to be approved and authorization given to advertise for bids.

Introduction: The plans and specifications for the Western Interceptor Sewer have been completed. The project has been reviewed for conformance with regulations, and authorized by MPCA/PFA to solicit bids for the improvements.

Background/Justification: The project schedule is as follows:

- May 7, 2012 - Authorization to Bid
- June 5, 2012 – Open bids
- June 18, 2012 – Council Receive bids and Award Contract
- November 1, 2013 - Final completion

Acceptance of project plans and specification with authorization to bid is mandated to keep the project on schedule.

Fiscal Impact: Allocation of funding for the project will be in accordance with Council's adopted Western Interceptor budget as follows:

- $1,453,656 – LOST
- $3,479,423 – Temp. Bond (PFA)
- $ 40,030 – Storm Water Fund

$4,973,109 – Grand Total

Alternatives: N/A

Staff Recommendation: Approve the Plans and Specifications for Project No. 1110 as presented and call for advertisement for bids to be opened June 5, 2012.

Reviewed by: Holly Wilson, Public Works Director

Preparer: Joshua Halvorson, Project Manager

Signature: Joshua J. Halvorson

Comments:

CITY OF WILLMAR, MINNESOTA
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Date: May 7, 2012

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☐ Other

Originating Department: City Clerk-Treasurer

Action Requested: Motion to Approve

Guiding Principle: Willmar Municipal Code Section 4-1

Agenda Item: Consideration of Keeping of Livestock, Swine, or Fowl Permit

Background/Justification: We received an application from Ken Viaene to keep fowl at 422 SE Charlotte Street within the city limits. The fowl will be housed in a loft behind the residence.

Fiscal Impact: $30.00

Alternatives: Deny Permit

Staff Recommendation: Approve a One Year Fowl Permit for Show Pigeons.+

Reviewed by: Kevin J. Halliday KJHalliday

Preparer: City Clerk-Treasurer **Signature:**

Comments:

APPLICATION FOR THE KEEPING OF LIVESTOCK, SWINE OR FOWL WITHIN WILLMAR CITY LIMITS

Municipal Code Sec. 4-1

APPLICANTS NAME: KEN EDWARD VIAENE PHONE NO: 235-9166
First Middle Last

APPLICANTS ADDRESS: 422 SE CHARLOTTE
WILLMAR MN 56201

TYPE OF ANIMAL TO BE KEPT: SHOW PIGEONS

NUMBER OF ANIMALS: 20

DESCRIBE TYPE OF SHELTER THAT ANIMAL (S) WILL BE KEPT IN: LOFT

THIS APPLICATION IS FOR A ONE-YEAR TIME PERIOD FROM THE DATE OF CITY COUNCIL APPROVAL.

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PERMIT APPROVAL

FEE:	$5.00 per animal not to exceed $30.00			Initials	Date
FEE PAID	30.00	4/16/12	Police Dept.	DJW.	4-17-2012
	Amount	Date	Public Works	HW	4-19-2012
			City Council		
RECEIPT NO.	91810		City Clerk		

INTEROFFICE MEMORANDUM

DATE: April 18, 2012

TO: City Clerk Kevin Halliday

FROM: Chief David Wyffels DW

SUBJECT: Fowl Permit Application – Ken Viaene

I have reviewed the attached fowl permit submitted by Mr. Ken Viaene.

Mr. Viaene has raised show pigeons for many years in a coop behind his residence. We have never had a complaint from anyone in the neighborhood. Mr. Viaene has applied for a fowl permit in the past and approval was given. Nothing has changed in the manner in which he raises or cares for these show pigeons.

I recommend the application for the pigeons be approved.

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☐ Other

Originating Department: City Clerk-Treasurer

Action Requested: Motion to Approve

Guiding Principle: Willmar Municipal Code Section 4-1

Agenda Item: Consideration of Keeping of Livestock, Swine, or Fowl Permit

Background/Justification: We received an application from Marsha Hegreberg to keep fowl at 2216 22nd Street SW within the city limits. The fowl will be housed in a garden shed.

Fiscal Impact: $20.00

Alternatives: Deny Permit

Staff Recommendation: Approve a One Year Fowl Permit for Four Chickens.

Reviewed by: Kevin J. Halliday

Preparer: City Clerk-Treasurer **Signature:**

Comments:

APPLICATION FOR THE KEEPING OF LIVESTOCK, SWINE OR FOWL WITHIN WILLMAR CITY LIMITS

Municipal Code Sec. 4-1

APPLICANTS NAME: Marsha Anne Hegreberg PHONE NO: 222-7310
First Middle Last

APPLICANTS ADDRESS: 2216 22nd ST SW

TYPE OF ANIMAL TO BE KEPT: Laying eggs/chickens

NUMBER OF ANIMALS: 4

DESCRIBE TYPE OF SHELTER THAT ANIMAL (S) WILL BE KEPT IN: portable Chicken coupe from Runnings.

THIS APPLICATION IS FOR A ONE-YEAR TIME PERIOD FROM THE DATE OF CITY COUNCIL APPROVAL.

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PERMIT APPROVAL

FEE:	$5.00 per animal not to exceed $30.00			Initials	Date
FEE PAID (4)	20.00	3/28/12	Police Dept.	NW.	3-30-12
	Amount	Date	Public Works	NW	4-3-12
			City Council		
RECEIPT NO.	CK# 4135 R 91648		City Clerk		

WILLMAR

WILLMAR POLICE DEPARTMENT
CHIEF OF POLICE
2201 23rd ST. NE
Suite 102
WILLMAR, MN 56201-9566
320-214-6700; 320-235-2244 V/TDD
FAX 320-231-6556

MEMORANDUM

DATE: April 3, 2012

TO: Willmar City Clerk's Office

FROM: Chief David Wyffels DW

SUBJECT: Permit To Keep Fowl In City Limits

This memo is to accompany a permit being sought by Marsha Hegreberg, 2216 22nd St. SW, Willmar, MN. Her husband is currently in the military and deployed overseas.

Ms. Hegreberg requested a permit to keep fowl within city limits. Ms. Hegreberg's request indicated she wished to have four chickens at her address which is within the city limits of Willmar.

A Willmar Police Community Service Officer went to the address and inspected the proposed site of where the chickens were to be kept. He observed that Ms. Hegreberg's back yard is completely surrounded by a tall privacy fence. Inside the fence is a small garden shed in which the chickens are to be housed. No chickens were present yet as the permit have not been fully approved.

Ms. Hegreberg states she wishes to raise the chickens for their eggs and stated her young son loves eating eggs. The CSO actually observed her son eating eggs for dinner while speaking to Ms. Hegreberg.

The CSO was able to talk to one of Ms. Hegreberg neighbors and asked if he had any reservations about Ms. Hegreberg raising chickens. Although the neighbor seemed surprised, he stated he thought it was much better having her raising chickens than another neighbor who has two pit bulls and he preferred the presence of chickens over the barking of the dogs.

Nothing could be identified that should cause alarm to the neighbors with Ms. Hegreberg's request to raise the four chickens. Due to the fact that a large privacy fence encloses the entire area, neighbors should not even be aware of the chickens presence other than possibly hearing an occasional clucking noise.

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☐ Amended ☐ Tabled
☐ Other

Originating Department: Engineering

Action Requested: Call for an Assessment Hearing on Project No. 1201

Guiding Principle: As required by Minnesota Statute 429, the City Engineer hereby requests the City Council Call for an Assessment Hearing for the 2012 Street and Other Improvements

Introduction: The City of Willmar will open bids April 24, 2012 for the 2012 Street and Other Improvements. The City Council is required to hold an Assessment Hearing for Project No. 1201.

Background/Justification: The City Council ordered the 2012 Street and Other Improvements at the Improvement Hearing held March 5, 2012. Bids will be opened and the amount received to perform the necessary improvements will be known. Staff is preparing the assessable footage and amount for each affected lot. It is at this time the affected property owners are to be notified of their set amount and a hearing date.

Fiscal Impact: Sources of funding for the 2012 Improvement Projects include monies from the Willmar Municipal Utilities, assessments, state aid and bond proceeds.

Alternatives: 1. Set the Assessment Hearing for June 4, 2012 or
2. Set the Assessment Hearing for a later date.

Staff Recommendation: That a Public Hearing on the assessable footage and amounts per lot be held by the City Council on June 4, 2012 in accordance with the requirements of Chapter 429, State of Minnesota Statutes.

Reviewed by: Holly Wilson, Public Works Director

Preparer: Janell Sommers, Public Works Secretary

Signature:

Comments: