

**FINANCE COMMITTEE REPORT
CITY OF WILLMAR
MONDAY, DECEMBER 9, 2013**

The Finance Committee of the Willmar City Council met at 4:45 p.m. on Monday, December 9, 2013, in Conference Room #1 at the City Office Building. Chair Denis Anderson called the meeting to order. Members present included Chair Denis Anderson, Vice-Chair Tim Johnson, Rick Fagerlie, and Audrey Nelsen. Others present included Council Member Jim Dokken; City Finance Director Steve Okins; Bollig, Inc., Engineer Paul Jurek; Accounting Supervisor Carol Cunningham; and West Central Tribune Journalist David Little.

Item No. 1 – Public Comment

Chair Anderson acknowledged that no one present wished to address the Council at this time.

Item No. 2 – Dovre Township Fire Contract (Resolution)

Staff reviewed with the Committee the proposed Fire Protection Contract with Dovre Township. The state-wide formula used to calculate the amount due from the Township is based on information from the previous year which includes operating costs of the Fire Department, depreciation of the fire station and equipment, the number of firefighter hours used and market values of the area covered in Dovre Township. Following discussion, it was moved by Council Member Fagerlie, seconded by Council Member Johnson and passed to make the following:

RECOMMENDATION: to introduce a resolution authorizing the Mayor and the City Administrator to execute the agreement as presented in the amount of \$27,198.20.

Item No. 3 – Sperryville Lift Station Final Budget (Resolution)

Staff presented the final budget for the Sperryville Lift Station Project totaling \$369,907 to the Committee for review and approval. After discussion, it was then moved by Council Member Nelsen, seconded by Council Member Johnson and passed for the following:

RECOMMENDATION: To introduce a resolution adopting the Final Budget for the Sperryville Lift Station Project in the amount of \$369,907.

Item No. 4 – Public Works Appropriation Request (Resolution)

Staff explained to the Committee that pursuant to an ordinance adopted in 2010 through which property owners are to be assessed for abatement of nuisance trees, there have been two such incidences to date in 2013. The cost to the City for removal of these two trees totals \$1,500 which is being invoiced to the applicable property owners. It is being recommended that the funds collected from the property owners be appropriated back into the Public Works Maintenance of Other Improvements Expenditure Account from which the cost was paid. After discussion, it was then moved by Council Member Fagerlie, seconded by Council Member Nelsen and passed for the following:

RECOMMENDATION: To introduce a resolution appropriating \$1,500 back into Public Works Maintenance of Other Improvements Expenditures from the collection of tree removal charges.

Item No. 5 – Lakeland Drive Budget Adjustment (Resolution)

Staff presented an amendment to the Lakeland Drive Interceptor Project Budget prepared by Paul Jurek of Bollig, Inc. Council Member Fagerlie raised the question of assessing the Railroad for its share of the costs. Noting the railroad is unique in this regard, staff will research this possibility. Following discussion, it was moved by Council Member Fagerlie, seconded by Council Member Nelsen, and passed to make the following:

RECOMMENDATION: to introduce a resolution adopting the Lakeland Drive Interceptor Project Budget as presented.

Item No. 6 – Reports (Information)

The Committee received the reports for October, 2013, Rice Trust and September, 2013 Rice Hospital. This matter was taken for information only.

Item No. 7 – Old Business (Information)

Chair Anderson acknowledged there was no old business for the Committee to discuss at this time.

Item No. 8 – New Business (Information)

It was the consensus of the Committee that the last Finance Meeting of 2013 be set for December 30, 2013, at 4:45 p.m.

There being no further business to come before the Committee, Chair Anderson declared the meeting adjourned at 5:01 p.m.

Respectfully submitted,



Carol Cunningham
Accounting Supervisor