

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

November 15, 2004
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Lester Heitke. Members present on a roll call were Mayor Heitke, Council Members Doug Reese, Ron Christianson, Bruce DeBlieck, Denis Anderson, Nancy Houlahan, Rick Fagerlie, Jim Dokken, and George Berg; Present 9, Absent 0.

Also present were City Administrator Michael Schmit, City Attorney Richard Ronning, Police Chief Jim Kulset, Fire Chief Marv Calvin, Public Works Director Mel Odens, Finance Director Steven Okins, Planning and Development Services Director Bruce Peterson, Community Education and Recreation Director Steve Brisendine, and Administrative Assistant Audrey Peterson.

Proposed additions to the agenda included a Minnesota Design Team letter of support.

The Council requested that the Airport Commission and Rice Hospital Board Minutes be removed from the Consent Agenda.

Council Member Reese offered a motion adopting the Consent Agenda which included the following: City Council Minutes of November 1, Board of Canvass Minutes of November 4, Municipal Utilities Commission Minutes of November 8, Planning Commission Minutes of November 10, Building Inspection Report for October, Pioneerland Library Board Minutes of September 16, Housing Redevelopment Authority Minutes of October 12, Zoning Appeals Board Minutes of November 1, 2004, and Knights of Columbus Application for Lawful Gambling. Council Member Anderson seconded the motion, which carried.

The Council discussed an item in the Airport Commission Minutes regarding communication concerns of the new airport building design process. Following discussion with staff, Council Member Anderson moved to accept the Airport Commission Minutes of November 1, 2004, with Council Member Reese seconding the motion, which carried.

The Council discussed an item in the Rice Hospital Board Minutes regarding Jennie-O Foods terminating its contract with Aramark for meals at Plant #4. Following discussion, Council Member Fagerlie moved to approve the Rice Hospital Board Minutes of November 3, 2004, with Council Member Anderson seconding the motion, which carried.

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

Mayor Heitke recognized YMCA Community Program Director Tom Bolin who presented an overview of the YMCA Youth in Government Program. The program provides hands-on opportunities for youth to learn about State and local government and consists of 12 area youth. Kelly VanBuren, Kady Wittman, Kristen Daniels and Lisa Hedlof explained various activities they have participated in. Mayor Heitke thanked the group for their presentation and encouraged the youth to continue their involvement with government.

The Finance Committee Report for November 8, 2004, was presented to the Mayor and Council by Council Member Anderson. There were three items for Council consideration.

Item No. 1 Rice Hospital CEO Lorry Massa appeared before the Committee to discuss the Hospital Board's request for the City to share in the costs of a study to evaluate parking needs for the Hospital and surrounding area should commercial development occur on Block 47. The study would determine a final design, validation of previous studies and outline of past, present and future needs for area parking. The estimated cost is \$35,000 of which the Hospital Board is requesting that the City pay half. Noting that the timeframe of any possible development on Block 47 is unknown, the Committee instructed staff to place the funding request on the November 22, 2004, Finance meeting for consideration. This matter was for information only.

Item No. 2 The Committee continued its review of the Mayor's proposed 2005 budget by discussing the remaining areas of Revenues and Departmental expenditures. Staff reviewed the various major revenues in each category including the Property Tax Levy, Local Government Aid, Interest Earnings and Intergovernmental Transfers. Also discussed were the proposed new positions of an additional Public Works employee and Information Systems Coordinator.

Staff was directed to place the following items on the November 22nd Budget agenda: additional funding for Foot Lake Shore improvements, \$30,000; Race Track sound study, \$10,000; additional path lighting for Sunrise Park; and discussion about an open Waterway between the Lakes. This matter was for information only.

Item No. 3 The Committee reviewed the October WRAC-8, Investment, CVB, and 3rd quarter Community Foundation reports. This matter was for information only.

The Finance Committee Report for November 8, 2004, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Anderson, seconded by Council Member Reese, and carried.

The Public Works/Safety Committee Report for November 9, 2004, was presented to the Mayor and Council by Council Member Reese. There were two items for Council consideration.

Item No. 1 The Committee reviewed the City's current Snow and Ice Maintenance Policy and proposed changes. Ron Gilbertson, Public Works Superintendent, overviewed the City's maintenance operations in detail we approach the upcoming snow season.

Following an overview of the City's maintenance operations, the Committee was recommending the Council adopt the Snow and Ice Maintenance Policy with the proposed changes. Council Member Reese moved to approve the recommendation of the Public Works/Safety Committee with Council Member Christianson seconding the motion, which carried.

Item No. 2 The Committee reviewed operational procedures for the City's street sweeping program and discussed making the procedures a written policy adopted by the City. The Committee was recommending the Council approve the operational procedures as presented and that it be acknowledged as an official written policy. Council Member Reese moved to approve the recommendation of the Public Works/Safety Committee with Council Member Christianson seconding the motion, which carried.

The Public Works/Safety Committee Report for November 9, 2005, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Reese, seconded by Council Member Christianson, and carried.

The Community Development Committee Report for November 10, 2004, was presented to the Mayor and Council by Council Member DeBlicek. There were three items for Council consideration.

Item No. 1 The Committee reviewed the bid tab for the airport terminal and FBO building project and were informed all bids exceeded the City's budget and architect's cost estimate. The

Committee discussed what the problem might be i.e.; building design, specifications, timing, estimating, etc. Staff will work with the project consultant and architect to attempt to identify the cost issues. The matter is to be taken to the Airport Commission at their next meeting for discussion, as well. It was decided to not take any action on the bids at this time, as they are good for 60 days.

Planning and Development Services Director Peterson informed the Mayor and Council that staff would be scheduling a meeting with project architects to discuss the issues and identify problem areas.

Item No. 2 The Committee continued its discussion regarding landlord/owner responsibility for noisy gatherings. Information from the Police Chief was reviewed and discussed. Because more statistical information regarding repeat offenders, problem locations, and numbers of citations issued was desired by the Committee, it was decided to invite the Police Chief to a future meeting. This matter was for information only.

Item No. 3 The Committee received updates from staff on a variety of commercial and industrial projects. This matter was for information only.

The Community Development Committee Report for November 10, 2004, were approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member DeBlieck, seconded by Council Member Dokken, and carried.

Planning and Development Services Director Peterson presented to the Mayor and Council a final plat for Oslo Meadows, a 49-lot plat of single family and twin homes developed by Pillar Properties Development Corporation. It was noted that all easements and conditions of the preliminary plat approval have been completed and approved by the Planning Commission. Following discussion, Council Member Fagerlie moved to approve the final plat for Oslo Meadows, seconded by Council Member Dokken, and carried.

City Administrator Schmit informed the Mayor and Council that the Minnesota Design Team is considering Willmar's application for a 2005 visit. The Minnesota Design Team is a group of architects, urban designers and planners who have helped communities around Minnesota to develop visions for improving physical and environmental designs. The Design Team conducts community meetings and develops a theme. Before moving forward with a Willmar visit, the Team requires the support of the City Council. Following discussion, Council Member Anderson moved to submit a letter of support for the Minnesota Design Team. Council Member Houlahan seconded the motion, which carried.

Council Member Christianson informed the Mayor and Council that he received a call from a constituent who wanted to publicly thank the Public Works Department and crew for the good job maintaining Willmar streets.

Announcements for Council Committee meeting dates were as follows: Finance, November 22, and Public Works/Safety, November 30, 2004.

There being no further business to come before the Council, the meeting adjourned at 8:00 p.m. upon motion by Council Member DeBlieck, seconded by Council Member Berg, and carried.

Attest:

MAYOR

ACTING SECRETARY TO THE COUNCIL