

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

February 7, 2011
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 Doug Reese, Ron Christianson, Bruce DeBlieck, Denis Anderson, Steve Ahmann, Rick Fagerlie, Jim Dokken, and Tim Johnson; Present 9, Absent 0.

Also present were City Attorney Richard Ronning, Police Chief David Wyffels, Fire Chief Marv Calvin, Public Works Director Holly Wilson, Finance Director Steve Okins, Community Education and Recreation Director Steve Brisendine, Planning and Development Services Director Bruce Peterson, City Clerk Kevin Halliday, and Administrative Assistant Audrey Peterson.

Additions to the Agenda included consideration of taping Council Committee meetings, Railroad incident, and the appointment of Jim Dokken as Council liaison to the Airport Commission.

Council Member Anderson offered a motion adopting the Consent Agenda which included the following: City Council Minutes of January 24, Municipal Utilities Commission Minutes of January 24, Building Inspection Report for January, Charter Commission Minutes of January 11, Community Education and Recreation Board Minutes of January 28, 2011; Kandiyohi Area Transit Board Minutes of November 23, 2010; and Mayoral appointments – Willmar Lakes Area Convention and Visitors Bureau Board – Susan Steinert, and Airport Commission, Jim Dokken. Council Member Fagerlie seconded the motion, which carried.

At 7:03 p.m. Mayor Yanish opened a hearing on an Ordinance Authorizing the Issuance of Hospital Revenue Notes. Kathy Aho, Springsted Incorporated, reviewed with the Council the proposed issuance of \$3,000,000 tax-exempt revenue notes to fund an approximate 16,000 square-foot addition to Rice Care Center and renovate existing rooms at the Center. Interest rates were determined through an RFP process utilizing local banks with an initial rate of 4.25 percent and a five-year reset. Rice Hospital CEO Bill Fenske was present to answer questions. Upon hearing all those who wished to be heard, Mayor Yanish closed the hearing at 7:14 p.m.

Following discussion, Council Member Anderson offered a motion to adopt, assign a number, and order final publication of an Ordinance Authorizing the Issuance of Hospital Revenue Notes. Council Member Fagerlie seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

At 7:15 p.m. Mayor Yanish opened a hearing on an Ordinance Authorizing the Issuance of Municipal Utility Revenue Bonds. Kathy Aho, Springsted Incorporated, reviewed with the Council the proposed issuance of \$1.75 million in bonds to fund the planned reimbursement of a portion of costs incurred in the construction of wind turbines and the Waste Water Treatment Plant substation. Ms. Aho explained that \$805,000 was designated for taxable new Clean Renewable Energy Bonds and \$945,000 in tax-exempt bonds with a term of approximately 17 years in aggregate. David Herzer questioned the maturity dates of various bonds. Upon hearing all those who wished to be heard, Mayor Yanish closed the hearing at 7:27 p.m.

Following discussion, Council Member Christianson offered a motion to adopt, assign a number, and order final publication of an Ordinance Authorizing the Issuance of Municipal Utility Revenue Bonds. Council Member Reese seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

Mayor Yanish recognized Dan Groothuis and Nancy Stredde who had signed up to address the City Council during its scheduled Open Forum. Mr. Groothuis requested a review of Airport extension land recently leased. Ms. Stredde spoke of the lack of response regarding her tax exempt request for her childcare business. These issues will be sent to the appropriate Committees for review.

The Public Works/Safety Committee Report for January 25, 2011, was presented to the Mayor and Council by Council Member Reese. There were 10 items for Council consideration.

Item No. 1 Staff informed the Committee that part of the process necessary for land development of the new Wastewater Treatment Facility included wetland replacement. The wetlands that were established to replace those taken have recently been inspected and accepted by Kandiyohi County. It is now necessary to have the new wetland areas filed with the County Recorder's Office.

Following review of the document, the Committee was recommending the Council adopt the Declaration and have it recorded with the County. Council Member Reese moved to approve the recommendation of the Public Works/Safety Committee with Council Member Fagerlie seconding the motion, which carried.

Item No. 2 The Willmar School District had approached the City to determine if it has any interest in the Garfield property. Engan and Associates was retained last fall by direction of the City Council to conduct a feasibility report for the Garfield School facility. Richard Engan of Engan and Associates was present to discuss the feasibility report with the Committee.

The building was identified to be a well-built structure that has been well maintained over its 72 years of life. The report was based on the building being converted from a school to an office building by modifying any existing systems that are beyond their life expectancy. The layout of classrooms provides modules of space that are easy to convert to offices. The overall concrete building structure is in very good condition. Some tuck-point and repair work is required. The windows are lower performance and would typically need replacement. On the interior, most finishes are in good durable condition. There is a fire alarm system and lower level sprinkling system in place.

An elevator would need to be installed. The plumbing and heating systems are original and beyond useful life, and a cooling system for offices would be necessary. Mr. Engan stated it appears that Garfield School could be converted to an office building for approximately two-thirds the cost of a similar new office building and briefly reviewed the cost comparison with the committee. The current zoning for the school is R-2 and allows for schools or other public buildings. If a private developer were interested in the building for a housing program it would have to be rezoned. Committee Members acknowledged the need for a response to the School District and thanked Mr. Engan for his report. This matter was for information only.

Item No. 3 Staff presented to the Committee the Improvement Report for proposed 2011 Improvements and outlined the segments of residential streets to be reconstructed totaling 1.53 miles, the overlay of Becker Avenue SE (including water main replacement) and 7th Street SW for 1.53 miles, a street lighting project, and various miscellaneous items. The overlay of 7th Street SW is in conjunction with Kandiyohi County and is the section where water main was installed in 2010.

Miscellaneous work includes the rehabilitation of the deck of the 1st Street Bridge, storm water improvements at 15th Avenue SW east of 22nd Street by raising the roadway to assist in alleviating street flooding, installation of a walk path connection on 22nd Street SW, crack seal, and seal coat.

The total estimated cost of the projects included in the Improvement Report is \$2,686,830.00. Following discussion, the Committee was recommending the Council accept the Improvement Report and order an Improvement Hearing for 7:02 p.m., February 22, 2011. Resolution No. 1 was introduced by Council Member Reese, seconded by Council Member Fagerlie, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 1

RECEIVING PRELIMINARY REPORT AND CALLING PUBLIC HEARING ON
YEAR 2011 IMPROVEMENT PROJECTS

WHEREAS:

1. The City Council deems it necessary and expedient that the City of Willmar, Minnesota, construct certain improvements to-wit: grading, gravel base, bituminous paving, curb and gutter, sidewalk, signal systems, street lighting, sanitary sewer, storm sewer, water main, sump pump drain tile, and service lines in the City as described in and in accordance with the preliminary plans and report prepared by the City Engineer.

2. The Council has been advised by the City Engineer that said Year 2011 Improvement Projects contained in the Preliminary Report are feasible and should best be made as proposed, and the City Engineer's report to this effect has heretofore been received by the Council, and filed with the Clerk-Treasurer; and

3. The statute provides that no such improvements shall be made until the Council shall have held a public hearing on such improvements following mailed notice and two publications thereof in the official newspaper stating time and place of the hearing, the general nature of the improvement, the estimated costs thereof and the area proposed to be assessed, in accordance with the law;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, as follows:

1. A public hearing will be held at the time and place set forth in the Notice of Hearing hereto attached to consider said proposed improvements.

2. The nature of the improvements, the estimated cost of each major portion thereof, and the areas proposed to be assessed therefore are described in the form of Notice of Hearing hereto attached.

3. The notice of said public hearing shall be in substantially the form contained in the notice hereto attached.

4. The Clerk-Treasurer is hereby authorized and directed to cause notice of said hearing to be given two publications in the official newspaper. Said publications shall be one week apart, and at least three days shall elapse between the last publication and the hearing. Not less than ten days before the hearing the Clerk-Treasurer shall mail notice of the hearing to the owner of each parcel of land within the area proposed to be assessed as described in the notice. For the purpose of giving such mailed notice, owners shall be those shown to be such on the records of the County Auditor or, if the tax statements in the County are mailed by the County Treasurer, on the records of the County Treasurer. As to properties not listed on the records of the County Auditor or the County Treasurer, the Clerk-Treasurer shall ascertain such ownership by any practicable means and give mailed notice to such owners.

Dated this 7th day of February, 2011.

/s/ Frank Yanish

MAYOR

/s/ Kevin Halliday

Attest: CITY CLERK

Item No. 4 Rhonda Rae, Donohue and Associates, presented to the Committee General Allowance No. 2 for Project No. 1017-B – Decommissioning of the former Wastewater Treatment Facility. The allowance contains four items in the administration building including relocation of a unit heater to meet ADA requirements, relocation of plumbing vents, changing rooms where floor modifications will take place, and patching of existing holes where blocks were missing. The net amount for General Allowance No. 2 is \$127.08.

The Committee was recommending the Council approve General Allowance No. 2 for Project No. 1017-B as presented and authorize the City Administrator to execute it on behalf of the City of Willmar. Resolution No. 2 was introduced by Council Member Reese, seconded by Council Member DeBlieck, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 2

WHEREAS, the City of Willmar entered into Contract No. 1017-B with Reiner Contracting, Inc. for the decommissioning of the existing Wastewater Treatment Facility (WWTF); and

WHEREAS, the above contract has a General Allowance of \$150,000 included in the project cost to cover items not precisely determined prior to bidding; and

WHEREAS, General Allowance No. 1 increasing the amount by \$3,990 was previously authorized; and

WHEREAS, the relocation of a unit heater was necessary to meet Americans with Disabilities Act Title III – Public Accommodations requirements; and

WHEREAS, relocation of plumbing vents from a (removed) interior wall to an exterior wall was required; and

WHEREAS, floor modifications to Rooms 127 and 128 were deleted from removal and replacement of flooring, while Rooms 112 and 115 were added to removal and replacement of flooring; and

WHEREAS, repair of existing holes was necessary where blocks were missing behind pictures in the hallway and laboratory; and

WHEREAS, it is recommended to approve General Allowance No. 2 which contains the cost associated with the above items.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, that:

1. Additional work is hereby authorized as General Allowance No. 2 for \$127.08.
2. Funding for additional work is covered within Contract No. 1017-B Specification Section 01210 Part 1-GENERAL 1.02 Specific Allowances reducing the General Allowance from \$146,010 to \$145,882.92.

3. As specified in the above contract prior to final payment, an appropriate Change Order will be issued and the Contract Price shall be adjusted.

Dated this 7th day of February, 2011.

/s/ Frank Yanish

MAYOR

/s/ Kevin Halliday

Attest: CITY CLERK

Item No. 5 Rhonda Rae, Donohue and Associates, presented Change Order No. 7 to Project No. 0812-C in the amount of \$40,438.36. During startup and commissioning of the new Wastewater Treatment Facility, several items were discovered that required corrective action. The Committee was recommending the Council approve Change Order No. 7 for Project No. 0812-C and authorize the City Administrator to execute on behalf of the City.

Following discussion, Resolution No. 3 was introduced by Council Member Reese, seconded by Council Member DeBlieck, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 3

WHEREAS, the City of Willmar entered into Contract No. 0812-C with Graham Construction Services, Inc. for the construction of a new Wastewater Treatment Facility (WWTF); and

WHEREAS, Change Order No. 1 and Change Order No. 2 decreasing the amount by \$397,788 and \$10,000 respectively; Change Order No. 3 resulting in a no cost change; Change Order No. 4 and Change Order No. 5 increasing the amount by \$12,321.47 and \$4,264 respectively; and Change Order No. 6 increasing the amount by \$91,540.28 have been previously authorized; and

WHEREAS, several items were identified during startup and commissioning of the new Wastewater Treatment Facility that required corrective action; and

WHEREAS, it is recommended to approve the changes and the cost associated with Change Order No. 7.

BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, that Change Order No. 7 be approved, as a result, the contract amount will be increased by \$40,438.36 for a revised contract amount of \$48,851,528.87 for Project 0812-C Wastewater Treatment Facility.

Dated this 7th day of February, 2011.

/s/ Frank Yanish

MAYOR

/s/ Kevin Halliday

Attest: CITY CLERK

Item No. 6 The Committee considered a request from Donohue and Associates for a revision to the engineering services agreement with the City to reflect additional fees associated with the survey, wetland delineation and design of three future service areas for expansion of the Western Interceptor Sewer. The amount to be added to the current contract for the revisions is \$3,380.00.

The Committee was recommending the Council authorize the Mayor and City Administrator to sign an amendment to the agreement with Donohue and Associates for engineering services related to the Western Interceptor and revise the budget allocations accordingly. Resolution No. 4 was introduced by Council Member Reese, seconded by Council Member Fagerlie, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 4

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 enter into a contract amendment to supplement the Engineering Services Agreement dated July 21, 2009 between the City of Willmar and Donohue & Associates, Inc. This contract was previously amended by Council action on September 20, 2010.

BE IT FURTHER RESOLVED, the contract is hereby amended as follows:

Task No.	Description	Contract Amount	Contract Change	Amended Amount
1.0 – 1.6	Preliminary Design	\$ 82,805	\$ 0	\$ 82,805
1.7	Allowances	20,798	1,760	22,558
2.0 – 2.16	Final Design	83,120	1,620	84,740
2.14	Bidding Documents	<u>8,840</u>	<u>0</u>	<u>8,840</u>
	Project Total	\$ 195,563	\$ 3,380	\$ 198,943

Dated this 7th day of February, 2011.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 7 Rhonda Rae, Donohue and Associates, briefed the Committee on activities for the month of December related to the Wastewater Treatment Plant Relocation Project. Program management activities included submittal of Pay Request No. 15 for the 30-year loan to the Public Facilities Authority for the Clean Water Revolving Fund, and Pay Request No. 15 to the Public Facilities Authority for American Recovery and Reinvestment Act (ARRA).

The firm continues to provide information for the City's asset management, maintenance and operational program. Work continues on gravity collection piping and force main piping costs. Donohue is assisting legal counsel and City staff to provide information on the property acquisition for the western collector and lift station decommissioning projects.

Projects 0813-D3, 0814-D4, and 0816-D6 are substantially complete. The contractors are currently working on punch list items. Project 0815-D5 was approved for final project acceptance and final payment in September 2010. The contractor continues to work on the punch list items from start up for Project No. 0812-C and completion of the final copy of the O & M manuals.

The contractor for Project No. 1017-B is progressing. The contractor has installed temporary HVAC and completed the gas line relocation. The fiberglass covers from the RBCs were hauled out, and most of the Administration Building is demolished. Demolition was started for Structure 150, Excess Flow Basins. The project is slated for completion in June, 2011. This matter was for information only.

Item No. 8 The Committee was informed by Donohue and Associates that a public hearing is necessary to receive comments and input on the Facilities Plan for the Western Interceptor Sewer Project. It was their recommendation to hold a public hearing on February 22, 2011. The Committee was recommending the Council set a public hearing for the Facilities Plan for the Western Interceptor Sewer Project as presented.

Resolution No. 5 was introduced by Council Member Reese, seconded by Council Member DeBlicek, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 5

WHEREAS, the submittal of a Facilities Plan to the Minnesota Pollution Control Agency is required for the Western Interceptor Sewer Project (Project No. 1110); and

WHEREAS, a public hearing is required to receive comments and feedback from the public on the Facilities Plan.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, that the public hearing for the Western Interceptor Sewer Facilities Plan be scheduled for 7:03 p.m., February 22, 2011.

Dated this 7th day of February, 2011.

/s/ Frank Yanish

MAYOR

/s/ Kevin Halliday

Attest: CITY CLERK

Item No. 9 Staff presented the Committee a request from the Fire Department to apply for a 2010 Fire Prevention and Safety Grant through FEMA. The funds, if received, will be used for StoveTop FireStops and deaf and hard of hearing fire/smoke alarms to be disbursed throughout the community. A 5 percent local match is required by the City, which will be funded from the Fire Department's Budget.

Following discussion, the Committee was recommending the Council grant permission to the Fire Department for the application, acceptance and expenditure of 2010 Fire Prevention and Safety grant funds. Resolution No. 6 was introduced by Council Member Reese, seconded by Council Member Fagerlie, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 6

BE IT RESOLVED by the City Council of the City of Willmar to approve of an application by the Willmar Fire Department for, and the acceptance of, a 2010 Fire Prevention and Safety Grant through FEMA. The funds will be used for StoveTop FireStops and deaf and hard of hearing fire/smoke alarms to be disbursed throughout the community. A 5 percent local match is required by the City, which will be funded from the Fire Department's Budget.

BE IT FURTHER RESOLVED, that the Fire Department's budget be adjusted accordingly.

Dated this 7th day of February, 2011.

/s/ Frank Yanish

MAYOR

/s/ Kevin Halliday

Attest: CITY CLERK

Item No. 10 Staff commented on the Community Oriented Policing Program meetings which have combined all wards to once a month at the Fire Station. This matter was for information only.

The Public Works/Safety Committee Report for January 25, 2011, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Reese, seconded by Council Member Dokken, and carried.

The Labor Relations Committee Report for January 26, 2011, was presented to the Mayor and Council by Council Member Ahmann. There were two items for Council consideration.

Item No. 1 Following a presentation by David Herzer regarding City-related labor issues, City Administrator Schmit initiated a discussion of current employee vacancies and a follow-up request to fill one of the two vacant maintenance positions. A total of 16 positions remain vacant including 8 paid on-call firefighters, 2 Police, 1 Engineering, 1 Assessing, 1 Airport, and 1 Public Works. The City's work force consists of 104 employees – a net increase of 3 over a 1991 total of 101 employees.

Considerable discussion ensued involving the need to fill the full-time maintenance position and the Council's position of a hiring freeze currently in place. It was the consensus of the Committee to continue the freeze and explore in greater detail the option of using part-time, non-salaried employees. No action was required, and this matter was for information only.

Item No. 2 Chair Ahmann announced it was the intent of the Committee to close the meeting to discuss employment contract negotiations with the various City bargaining groups. The meeting was closed and then reopened. This matter was for information only.

The Labor Relations Committee Report for January 26, 2011, 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 Johnson, and carried.

The Finance Committee Report for January 31, 2011, was presented to the Mayor and Council by Council Member Anderson. There were six items for Council consideration.

Item No. 1 Laura Becker expressed appreciation to the City Council for the Willmar Watershed Management Report which was recently completed. This matter was for information only.

Item No. 2 Bruce Gomm, General Manager of the Willmar Municipal Utilities, presented a request to the Committee for the City to issue Utility Revenue Bonds totaling \$1,750,000 to fund reimbursement of certain costs incurred in the construction of wind turbines 3 and 4 and a portion of the substation costs. Kathy Aho, Springsted, Inc., explained that \$805,000 would be in taxable, new Clean Renewable Energy Bonds and \$945,000 would be in tax-exempt, bank qualified bonds. This matter was for information only.

Item No. 3 Finance Director Okins presented to the Committee a request from Rice Hospital for financing for the 1st phase of a two-phase project at Rice Care Center. Under this financing package, the City would issue Hospital Loan Notes totaling \$3,000,000 to fund the construction of a new wing at the Care Center. Kathy Aho, Springsted, Inc., explained that they would be tax-exempt, bank qualified notes with a 30-year term. This matter was for information only.

Item No. 4 Staff provided copies of Section 5.08, Lapse of Appropriations, from the Municipal Code which refers to a three-year extension of budgeted capital appropriations. It has been past practice to begin the extension in the year after the year in which the appropriation was budgeted. Before a formal determination is reached, as part of the year-end report, Staff will provide historical data for items spent in the fourth year of the appropriation. This matter was for information only.

Item No. 5 The Committee received the 2010 Interest/Dividends Report, 4th Quarter Investment Activity, December 31st Cash/Investment Portfolio, and December Rice Trust Report. This matter was for information only.

Item No. 6 Staff reviewed future agenda items with the Committee including Local Option Sales Tax, Deferred/Suspense Assessments, Investment Policy Revision Request (Rice Hospital), OSHA/Safety Funding, Southwest MN Housing Partnership Request, and Western Collector Budget. This matter was for information only.

The Finance Committee Report for January 31, 2011, was approved as presented and ordered placed on file in the City Clerk's Office.

The Community Development Committee Report for February 3, 2011, was presented to the Mayor and Council by Council Member Dokken. There were seven items for Council consideration.

Item No. 1 There was no one present to offer public comments to the Committee. This matter was for information only.

Item No. 2 Staff presented a brief status report on the appeal filed regarding the eligibility for historic designation of the former airport terminal. The Committee discussed the options available to the City based on the possible rulings that could come down from the Keeper. It was noted by Staff that the City has offered to keep the Rice Hangar and beacon as part of any mitigation that may be required. This matter was for information only.

Item No. 3 Staff informed the Committee that the demolition of the Mahanaim Church has been delayed until at least February 13, 2011. This is due to the demolition contractor having to work with the church on an amendment to the existing subordination agreement. It is expected that the demolition will be completed over a two-day period. Staff will contact the Kandiyohi County Historical Society to make sure they have the opportunity to take photos before or during the demolition. This matter was for information only.

Item No. 4 The Committee received an update on rehabilitation efforts at the John's Supper Club building. Staff has seen no evidence of work since November, 2010. The owners of the building have an agreement with the City to complete the renovation by July 1, 2011. Staff will send a gentle reminder to the owner. This matter was for information only.

Item No. 5 The Committee discussed the ongoing issue of vacant and unoccupied homes within the City. A cursory windshield survey yielded a tally of 99 vacant homes. It was noted that not all of these homes should be considered vacant or abandoned, as some may be for sale and not noted, and some may be owned by snowbirds and have just not been visited recently. Staff looked for signs of activity such as evidence in the snow, or other signs of occupation. Staff told the Committee that the list would be fine-tuned by obtaining utility records to find out which homes had active accounts. Once that information is obtained, a more accurate list will be prepared. The information will be shared with the Police and Fire Departments. This matter was for information only.

Item No. 6 Staff offered an update on the status of JOBZ activity in the City of Willmar. It was noted that the Willmar JOBZones were sub-zones of a larger southwest Minnesota zone that is administered by the Southwest Regional Development Commission in Slayton, MN. The Committee discussed the tax breaks that are available within JOBZones, those being corporate income tax, real estate tax, sales tax, and other miscellaneous taxes paid by businesses. It was noted that a business has to qualify for JOBZ benefits by stating and reaching employment and capital investment goals. At the State level, the program sunsets on 12-31-15. This matter was for information only.

Item No. 7 The Committee discussed ongoing attempts by First Step Child Care to obtain tax exempt status and to free themselves of paying real estate taxes. There has been ongoing contact with the business by the Assessing office and other City departments with regard to this matter.

The Committee inquired about the timing for the construction of the Western Interceptor and discussed various reasons for the timing of construction. Staff will provide a brief position paper regarding the construction timing from a land use and development perspective. This information will be made available to the Committee at the February 17, 2011, meeting.

The Community Development Committee Report for February 3, 2011, 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 Mayor and Council discussed the second meeting in February, which falls on Presidents' Day. Council Member Christianson moved to reschedule the meeting to Tuesday, February 22, 2011, with Council Member Anderson seconding the motion, which carried.

Announcements for Council Committee meeting dates were as follows: Finance, February 14; Public Works/Safety, February 15; and Community Development, February 17, 2011.

City Clerk Halliday suggested the Council/Springsted Work Session scheduled for February 10, 2011, begin at 4:30 p.m. rather than 4:45 p.m. It was the consensus of the Council to begin the Work Session at 4:30 p.m. The City Administrator profile was provided to the Council for approval at the Work Session.

The Mayor and Council discussed videotaping of the standing Council Committees and this matter will be further discussed at the Council's planning retreat.

Mayor Yanish requested Fire Chief Calvin to present an update on an accident that occurred at the Burlington Northern Santa Fe rail yard. Following a review of the accident, Chief Calvin expressed appreciation to the Firefighters, Ambulance personnel, Rice Hospital surgical team, Police Department and County Sheriff and Rescue Departments; as well as Thein Well and Marcus Building movers, and Chappel Central.

Council Member DeBlick requested to be excused from the February 22, 2011, Council meeting.

There being no further business to come before the Council, the meeting adjourned at 8:47 p.m. upon motion by Council Member Anderson, seconded by Council Member Reese, and carried.

Attest:

MAYOR

SECRETARY TO THE COUNCIL