

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

January 17, 2017
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Marv Calvin. Members present on a roll call were Mayor Marv Calvin, Council Members Audrey Nelsen, Ron Christianson, Kathy Schwantes, Fernando Alvarado, Rick Fagerlie, Andrew Plowman, Shawn Mueske and Julie Asmus. Present 9, Absent 0.

Also present were Interim City Administrator Mike McGuire, Community Education and Recreation Director Steve Brisendine, Finance Director Steve Okins, Fire Chief Frank Hanson, Planning and Development Services Director Bruce Peterson, Police Chief Jim Felt, Human Resource Director Bridget Buckingham, City Clerk Judy Thompson and City Attorney Robert Scott.

Proposed additions and deletions to the agenda included recommendations for appointment to the Willmar Municipal Utilities Board and Economic Development Commission Operations Board, Planning Commission minutes of January 17, 2017, Rockstep Plaza Subdivision Preliminary Plat, and Introduction of Ordinance to Rezone RockStep, Willmar LLC property. Add additions to be discussed later in the meeting.

Council Member Christianson offered a motion to adopt the Consent Agenda which included the following items: City Council Minutes of January 9, Willmar Municipal Utilities Work Session Minutes of January 3, Willmar Municipal Utilities Board Minutes of January 9, 2017 Application for Exempt Permit – Rocky Mountain Elk Foundation, and Willmar Community Center Board Minutes of December 9, 2016. Council Member Mueske seconded the motion, which carried.

City Attorney Robert Scott presented information regarding amending Ordinance No. 463, as amended by Ordinance No. 483 Establishing Urban and Rural Service Districts in the City of Willmar. At 7:01 p.m. Mayor Calvin opened the continued hearing on the proposed amendment. There being no one to speak for or against the proposed amendment, the hearing closed at 7:04 p.m.

Following discussion, Council Member Fagerlie offered a motion to adopt, assign a number, and order final publication of the Ordinance Amending Ordinance No. 463, As Amended by Ordinance No. 483, Establishing Urban and Rural Service Districts in the City of Willmar. Council Member Plowman seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

At this time Mayor Calvin presented to the Council, staff, and public the Mayor's 2017 State of the City Address (a copy of which is contained in the Council proceedings file).

Fire Chief Hanson requested approval for the Fire Department to purchase a new Grass Rig to replace an older one. The total cost of the project will be about \$50,000.00, which is well below the budgeted \$60,000.00. Following discussion, Council Member Fagerlie offered a motion to approve the proposed purchase. Council Member Nelsen seconded the motion which carried.

Fire Chief Hanson requested approval for the Fire Department to purchase a new fire pumper truck to replace an older one. The total cost of the truck is \$598,292.00. The delivery date of the truck will be approximately January 1, 2018. Following discussion, Council Member Plowman offered a motion to approve the proposed purchase. Council Member Fagerlie seconded the motion which carried.

City Clerk Thompson presented information regarding the Local Board of Equalization and offered for discussion, the option of transferring powers of the Local Board of Equalization to the County beginning with the 2018 assessment. Council Member Nelsen offered a motion to approve the transfer of powers. Council Member Alvarado seconded the motion, which failed. Following discussion, Council Member Nelsen withdrew her motion and Council Member Alvarado withdrew his second. Following further discussion, the Council desired to keep the powers of the Local Board of Equalization with the City and not transfer to the County.

City Clerk Thompson also noted that the City currently has one Council Member that is trained for the Board whose certification expires July 2017 and encouraged other Council Members to consider taking the on-line training course. Following discussion, Council Members Fagerlie and Council Member Christianson volunteered to take the on-line training course. City Clerk Thompson was directed to provide the proper information to all Council Members for their consideration.

Finance Director Okins presented the quarterly acknowledgement of donations the City has received from October 1, 2016 through December 31, 2016. Per State Statute, Council is required to accept these donations by Resolution.

Resolution No. 1 was introduced by Council Member Christianson, seconded by Council Member Fagerlie, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 1

WHEREAS, the City of Willmar has received numerous donations which have been acknowledged by the City Administrator expressing the community's appreciation for the time period of October 1, 2016 - December 31, 2016.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Willmar, Minnesota that the City formally accept the donations as listed below:

Blue Cross/Blue Shield	\$10,000.00	Water Safety Program
The Handle Bar LLC	\$2,537.00	SWAT Body Armor

Dated this 17th day of January, 2017.

/s/ Marv Calvin
Mayor

Attest:

/s/ Judy Thompson
City Clerk

Interim City Administrator McGuire presented information that was discussed at the recent Council Retreat in regard to the pros and cons of changing from the current Council committee structure to a work session format. Following discussion, Council Member Nelsen offered a motion that Council change to a work session format and ask Interim City Administrator McGuire and City Attorney Scott to prepare a resolution outlining the guidelines and procedures for said format. Council Member Schwantes seconded the motion which carried on a roll call vote of Ayes 7, Noes 1. Council Member Christianson cast the "no" vote.

Mayor Calvin requested the Council consider his recommendation to appoint Ross Magnuson to the Willmar Municipal Utilities Board for a two-year term to fill the vacancy created by the resignation of a Board member. Council Member Plowman offered a motion to approve the Mayor's recommendation. Council Member Nelsen seconded the motion which carried.

Mayor Calvin requested the Council consider his recommendation to appoint Lester Heitke to the Economic Development Commission (EDC) Operations Board. Council Member Nelsen offered a motion to approve the Mayor's recommendation. Council Member Alvarado seconded the motion. Following discussion, Council Member Nelsen withdrew her motion and Council Member Alvarado withdrew his second.

Following further discussion, Council Member Mueske offered a motion that all nominations and recommendations to committees be brought to this floor by either the Mayor, in the case it is not defined by the Charter, or by any member of the Council with a completed application from said applicant as well as a five (5) Council Member vote in the affirmative to bring those forward. Further, that the City Charter deal with the issue and perhaps memorialize in the Charter. Council Member Plowman seconded the motion which carried. At this time, Council Member Nelsen re-entered her motion to recommend Lester Heitke to the EDC Operations Board. Council Member Alvarado seconded the motion which carried. Council Member Christianson abstained.

Planning and Development Director Peterson presented the Planning Commission Minutes of January 13, 2016 and stated they should have been part of the consent agenda. Council Member Christianson offered a motion to approve the minutes as presented and ordered placed on file in the City Clerk's Office. Council Member Fagerlie seconded the motion which carried.

Planning and Development Director Peterson presented for the Council's consideration to approve the preliminary plat of Rockstep Plaza Subdivision. The plat is subdividing one lot off of the large mall parcel to be sold to AutoZone for development of an auto parts store. The Planning Commission approved the preliminary plat with some conditions regarding utility and access easements. It was staff's recommendation to approve the preliminary plat with the condition as stated by the Planning Commission. Council Member Christianson moved the recommendation of staff. Council Member Nelsen seconded the motion, which carried.

Planning and Development Director Peterson presented for the Council's consideration a request to consider an ordinance to rezone RockStep Willmar, LLC property from SC (Shopping Center) to GB (General Business). AutoZone is proposing to construct an auto parts store on the proposed subdivided lot. As the land is being parceled off from the large Kandi Mall parcel rezoning is appropriate. The rezoning was approved by the Planning Commission. Council Member Christianson made a motion to set a hearing to consider the rezone for February 6, 2017 at 7:01 p.m. Council Member Mueske seconded the motion, which carried.

Council Member Christianson offered a motion to adjourn the meeting with Council Member Nelsen seconding the motion, which carried. The meeting adjourned at 8:21 p.m.

Attest:

MAYOR

SECRETARY TO THE COUNCIL