

**WILLMAR CITY COUNCIL PROCEEDINGS**  
**BOARD ROOM**  
**HEALTH AND HUMAN SERVICES BUILDING**  
**WILLMAR, MINNESOTA**

February 3, 2020  
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Pro Tempore Rick Fagerlie. Members present on a roll call were Mayor Pro Tempore Rick Fagerlie, Council Members Shawn Mueske, Kathy Schwantes, Vicki Davis, Fernando Alvarado, Andrew Plowman, and Audrey Nelsen. Present 7, Absent 2. Mayor Marv Calvin and Council Member Julie Asmus were excused from the meeting.

Also present were Interim City Administrator Brian Gramentz, Police Chief Jim Felt, Finance Director Steve Okins, Public Works Director Sean Christensen, Human Resources Director Samantha Beckman, Fire Chief Frank Hanson, City Clerk Judy Thompson, City Planner Sarah Swedburg, and City Attorney Robert Scott.

Additions and/or deletions to the agenda included: Council Member Mueske asked that an update for the City Administrator search be added to the agenda.

Council Member Mueske moved to approve the agenda as amended. Council Member Nelsen seconded the motion which carried.

City Clerk Judy Thompson reviewed the consent agenda.

- A. City Council Minutes of January 21, 2020
- B. Willmar Municipal Utilities Board Minutes of January 27, 2020
- C. Carris Health – Rice Memorial Hospital Board Minutes of December 4, 2019
- D. Application for Exempt Permit – Rocky Mountain Elk Foundation Prairie Lakes Chapter
- E. Parks and Recreation Board Minutes of January 15, 2020
- F. Appointment to City Hall Task Force – Council Member Audrey Nelsen
- G. Reappointment of Tom Gilbertson – Parks and Recreation Board
- H. Accounts Payable Report for January 1 – 29, 2020
- I. Willmar Lakes Area CVB Board Minutes of November 19, 2019
- J. Application for Appointment to Human Rights Commission – Rebecca Chelene
- K. Application for Appointment to Parks and Recreation Board – Chloe Quinn
- L. City Hall Task Force Minutes of December 3, 2019

Council Member Mueske offered a motion to approve the Consent Agenda. Council Member Alvarado seconded the motion to approve the consent agenda which carried.

At 7:03 p.m. Mayor Pro Tempore Fagerlie opened the public hearing for an Ordinance Deleting and Replacing in its Entirety City Code Chapter 5, Article IV, Enacting a Sales and Use Tax and a Motor Vehicle Excise Tax. Finance Director Steve Okins stated since the City adopted Ordinance No. 1436 in June 2019, the Department of Revenue has requested the entire ordinance be replaced with the departments' new model local option sales tax ordinance, which unfortunately was made available after the City adopted our ordinance based on the former model last summer. The Department of Revenue created the new model ordinance to address the changing nature of retail sales (i.e. internet-dominated) and provide flexibility for the department to amend its rules accordingly and have local governments' sales taxes updated automatically when the rules are amended. An additional definition (Section 5-68(d)) to the administration of the motor vehicle excise tax piece of the City's ordinance was included. This process would make the collection more efficient and require less administrative time per City staff.

There being no one to speak for or against said ordinance, Mayor Pro Tempore Fagerlie closed the public hearing at 7:05 p.m. and opened it up for discussion by the Council. Council Member Nelsen offered a

motion to adopt, assign a number and order final publication of **Ordinance No. 1444 An Ordinance of the City of Willmar, Minnesota Deleting and Replacing in its entirety City Code Chapter 5, Article IV, Enacting a Sales and Use Tax and a Motor Vehicle Excise Tax.** Council Member Plowman seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Council Member Plowman offered a motion to approve publication of said Ordinance Deleting and Replacing in its Entirety City Code Chapter 5, Article IV, Enacting a Sales and Use Tax and a Motor Vehicle Excise Tax by summary due to the length and cost of publishing entire Ordinance. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

At 7:08 p.m. Mayor Pro Tempore Fagerlie opened the public hearing for an Ordinance Granting Access to Multi-Unit Housing Structures and Certain Private Roads by United States Census Bureau Employees. City Clerk Judy Thompson stated according to the State Demographer's Office, renters are the most likely group to be missed in the 2020 Census. Renter households are more likely to contain historically undercounted individuals, and people in rental housing are more likely to live in multi-unit buildings which are difficult for census enumerators to access when they are trying to follow-up in person to non-responding households. Several cities and counties are adopting said ordinance to ensure a more accurate count for their communities.

There being no one to speak for or against said ordinance, Mayor Pro Tempore Fagerlie closed the public hearing at 7:09 p.m. and opened it up for discussion by the Council. Council Member Plowman offered a motion to adopt, assign a number and order final publication of **Ordinance No. 1445 An Ordinance Granting Access to Multi-Unit Housing Structures and Certain Private Roads by United States Census Bureau Employees.** Council Member Alvarado seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Council Member Plowman offered a motion to approve publication of said Ordinance Granting Access to Multi-Unit Housing Structures and Certain Private Roads by United States Census Bureau Employees by summary due to the length and cost of publishing entire Ordinance. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

At 7:11 p.m. Mayor Pro Tempore Fagerlie opened the public hearing for an Ordinance to Rezone Certain Property from I-1 (Limited Industrial) to GB (General Business). City Planner Sarah Swedburg stated Wilson Tool & BRZ (Bargains & Blessings) are the applicants requesting the rezone of property with intention of commercial use at the property located at 601,701, and 705 Industrial Drive Southwest. This rezoning further allows for the provision of services in closer proximity to industrial park businesses, increasing usability of properties and supporting the retention and growth of industrial business. Ms. Swedburg stated the Planning Commission has approved said request.

Edith Ryder and Becky Zondervan of Bargains & Blessings were present to explain their mission and thanked Council for consideration of their request.

There being no others to speak for or against said ordinance, Mayor Pro Tempore Fagerlie closed the public hearing at 7:16 p.m. and opened it up for discussion by the Council. Council Member Mueske offered a motion to adopt, assign a number and order final publication of **Ordinance No. 1446 Ordinance Amending Municipal Ordinance No. 1060, The Willmar Zoning Ordinance.** Council Member Alvarado seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Senator Andrew Lang and Representative Dave Baker were present to give an update on the upcoming Session. They highlighted several items which included: healthcare, transportation, policy enhancements, infrastructure, clean energy, and farm machinery bill. They both stated their respective entities of the government will address some clean-up issues, as this is a non-bonding year.

There was no one present to speak during the Open Forum.

The Public Works/Safety Committee Report for January 22, 2020 was presented to the Mayor Pro Tempore and Council by Council Member Plowman. There were five items for consideration.

Item No. 1 Staff brought forth, for information, the Police and Fire statistics for the month of December. This item was for information only.

Item No. 2 It was the recommendation of the Committee to approve the professional services for the WIMS Data Management System to In-Control in the amount of \$46,500 and authorize signatures on the agreement. The Wastewater Department currently uses a spreadsheet based tool to gather data, which has become too complex to fix. Staff has requested to replace it with a Water Information and Management System (WIMS) software from In-Control. The agreement will include installation, training and one year of technical support.

**Resolution No. 2020-016 Awarding the WIMS Data Management System Professional Services Agreement to In Control, Inc. in the Amount of \$46,500.00** was introduced by Council Member Plowman. Council Member Alvarado seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Item No. 3 It was the recommendation of the Committee to approve the purchase of one 2020 Elgin Road Wizard street sweeper in the amount of \$295,788.44. This unit is in addition to the department's current sweeper. Staff test drove four different units, with the Elgin meeting the most of the Department's needs. It features a truck chassis, 5.5 cubic yard hopper and a 10-foot sweeping path.

**Resolution No. 2020-017 Approving the Purchase of an Elgin Road Wizard Street Sweeper in the Amount of \$295,788.44** was introduced by Council Member Plowman. Council Member Alvarado seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Item No. 4 It was the recommendation of the Committee to accept the Civic Center Ice System Replacement Project and authorize final payment in the amount of \$104,245 to Cornerstone of Willmar. The new system has been operational since September and the quality of the ice is exceptional.

**Resolution No. 2020-018 Accepting the Civic Center Ice System Replacement Project and Authorizing Final Payment** was introduced by Council Member Plowman. Council Member Alvarado seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Item No. 5 It was the recommendation of the Committee to adopt the resolution receiving the Improvement Report for the 2020 Street Improvements and order the Improvement Hearing for March 2, 2020 at 7:01 p.m. The report to be presented at Council will include a full list of the streets to be improved.

**Resolution No. 2020-019 Receiving Preliminary Report and Calling for Public Hearing on Year 2020 Improvement Projects** was introduced by Council Member Plowman. Council Member Alvarado seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

The Public Works/Safety Committee Report of January 22, 2020, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Plowman. Council Member Alvarado seconded the motion, and carried.

The Finance Committee Report for January 23, 2020 was presented to the Mayor Pro Tempore and Council by Mayor Pro Tempore Fagerlie. There were four items for consideration.

Item No. 1 Staff presented the December 31, 2019 Report of Outstanding Indebtedness, which is required to be filed with the County annually, with a total of bonds outstanding of \$117,969,051. It was noted that the Airport Bond is scheduled to be paid off this year. Further, Baker Tilly has conducted a review of the City's debt showing a recommendation to also do an early payoff of the 2011 Improvement Bond if the Council chooses. Debt Service funds available for this bond exceed the amount of the current outstanding debt. This is the result of assessments being paid off early by homeowners as well as some excess construction funds left over that were transferred into the Debt Service Fund.

There is also the potential to refinance a few of the bonds to a reduced interest rate. Some of these are through the Minnesota Public Facilities Authority (PFA). Staff will be discussing the refinancing possibilities with Baker Tilly and PFA. This item was for information only.

Item No. 2 Baker Tilly's bonding review also included analysis information for use in planning for potential upcoming bond issues, including the City Hall Project, Local Option Sales Tax Projects, etc. Various funding options and timelines for these were considered in Baker Tilly's review, including sales tax revenues and staggering future bond issues. Since some of these may be larger bond issues, new bond ratings will be required which take into consideration the City's existing levels of debt, overlapping debt among the school, county and city, personnel stability, population growth, etc. It was noted that the best possible rating is AAA and the City's most recent rating was Aa3.

As projects and financing possibilities come together, staff will be compiling a calendar reflecting the financing processes to be reviewed with the Council. This item was for information only.

Item No. 3 The current Fund Balance Policy was provided to the Committee for their annual review. Finance Director Okins presented a brief overview of the various fund balance information. He noted that the Community Investment Fund hadn't previously been specifically addressed in this policy and is recommending that it be added. Copies of the Charter addressing the Community Investment Fund were distributed to the Committee members explaining that there are certain requirements established for this fund that need to be met. Proposed changes incorporating the Charter verbiage regarding the Community Investment Fund into the Fund Balance Policy will be brought back to the Committee for approval at the next Finance meeting. This item was for information only.

Item No. 4 The current Investment Policy was provided to the Committee for their annual review. Staff is working with Bremer Wealth Management on possible recommendations. This policy will be discussed at the next Finance Committee meeting. This item was for information only.

The Finance Committee Report of January 23, 2020, was approved and ordered placed on file in the City Clerk's Office upon motion by Mayor Pro Tempore Fagerlie. Council Member Plowman seconded the motion which carried.

The Labor Relations Committee Report for January 27, 2020 was presented to the Mayor Pro Tempore and Council by Council Member Mueske. There were five items for consideration.

Item No. 1 Staff presented Springsted's salary survey recommendation from 2016 and brought up the ways that the City deviated from that recommendation. The open pay scales were not implemented, the City Administrator was moved up one pay grade, and the Police Chief and Public Works Director were moved down one pay grade from Springsted's recommended schedule. The Public Works Director position was re-scored and moved up two pay grades in 2017 but the Police Chief position was never re-scored. Also with the 2020 wage increases the Chief position should be re-evaluated to remove pay compression issues. It was the recommendation of the Committee to approve re-scoring of the Police Chief job description.

Council Member Mueske offered a motion to approve the recommendation of the Committee. Council Member Davis seconded the motion which carried.

Item No. 2 Staff provided copies of the three individual policies that were adopted in 2016 to replace the Department Head/Supervisor/Confidential Employee contract. The Personnel Policy would need a few edits to encompass the information included from these three polices, and then they could be discontinued. These changes will be reviewed by the committee and brought back again at our next meeting. This item was for information only.

Item No. 3 Staff presented updated job descriptions for two Battalion Chiefs; a department Safety Officer with more defined duties and one responsible for Operations. Both of these positions carry a large responsibility within the department and are essential to maintaining a safe environment. With the elimination of the Paid-on-Call Assistant Chief and Paid-on-Call Deputy Chief and additional duties, an adjustment of an additional \$800 for each of the Battalion Chiefs' yearly stipend was also recommended. It was the recommendation of the Committee to approve the new job descriptions and stipends.

Council Member Mueske offered a motion to approve the new job descriptions as recommended by Committee. Council Member Schwantes seconded the motion which carried.

**Resolution No. 2020-020 Authorizing Increase for Fire Department Battalions Chiefs' Yearly Stipend** was introduced by Council Member Mueske. Council Member Schwantes seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Item No. 4 Chair Mueske announced that there is a proposed contract being considered by the Council and the City's attorney for Brian Gramentz as Willmar's City Administrator. After review, there will hopefully be a contract for consideration at Monday's Council meeting. This item was for information only.

Item No. 5 Staff announced that the official submission of our Pay Equity Report will be on the agenda for February 3, since is required that Council formally approve the submission.

Council Member Mueske offered a motion to approve the submission of our Pay Equity Report. Council Member Schwantes seconded the motion which carried.

At this time, Council Member Mueske presented an update on the City Administrator position as was added to the Council agenda earlier this evening. Council Attorney Robert Scott stated he had reviewed the proposed contract with Brian Gramentz and gave a brief explanation of some of the components.

Following discussion, **Resolution No. 2020-021 Authorization to Enter Employment Agreement – City Administrator** was introduced by Council Member Schwantes. Council Member Plowman seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

The Labor Relations Committee Report of January 27, 2020, was approved and ordered placed on file in the City Clerk's Office upon motion by Council Member Mueske. Council Member Schwantes seconded the motion which carried.

Council Member Alvarado offered the following comments: urged the community to talk about the upcoming 2020 Census sooner than later and the importance of completing the Census to ensure we have an accurate count of our population.

The upcoming Committee meetings will be as follows: Finance Committee – Thursday, February 6th at 5:15 p.m.; Public Works/Safety Committee – none scheduled; Labor Relations Committee – Monday, February 24th at 6:15 p.m.; and Community Development Committee – none scheduled.

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

s/s Rick Fagerlie  
MAYOR PRO TEMPORE

Attest:

s/s Judy Thompson  
SECRETARY TO THE COUNCIL

**RESOLUTION NO. 2020-016**

**A RESOLUTION AWARDING THE WIMS DATA MANAGEMENT SYSTEM PROFESSIONAL SERVICES AGREEMENT TO IN CONTROL, INC. IN THE AMOUNT OF \$46,500.**

Motion By: Plowman Second By: Alvarado

Whereas the City of Willmar desires to retain a firm to provide software and professional services for the Hatch WIMS Client Server license; and

Whereas a proposal has been made by the firm of In Control, Inc. at an estimated cost of \$46,500;

Now therefore be it resolved by the City Council of the City of Willmar that said proposal be accepted and that the Mayor and City Administrator be authorized to execute an agreement on behalf of the City for the same.

Dated this 3rd day of February, 2020

s/s Rick Fagerlie  
Mayor Pro Tempore

ATTEST:

s/s Judy Thompson  
City Clerk

**RESOLUTION NO. 2020-017**

**A RESOLUTION APPROVING THE PURCHASE OF AN ELGIN ROAD WIZARD STREET SWEEPER IN THE AMOUNT OF \$295,788.44.**

Motion By: Plowman Second By: Alvarado

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, the purchase of a 2020 Elgin Road Wizard is accepted through State Contract No. S-843-153288, and be it further resolved the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with Macqueen Equipment, Inc. for the terms and consideration of the contract in the amount of \$295,788.44.

Dated this 3rd day of February, 2020

s/s Rick Fagerlie  
Mayor Pro Tempore

Attest:

s/s Judy Thompson  
City Clerk

**RESOLUTION NO. 2020-018**

**A RESOLUTION ACCEPTING THE CIVIC CENTER ICE SYSTEM REPLACEMENT PROJECT AND AUTHORIZING FINAL PAYMENT.**

Motion By: Plowman Second By: Alvarado

IMPROVEMENT: Civic Center Ice System Replacement Project

CONTRACTOR: Cornerstone of Willmar, Inc.  
DATE OF CONTRACT: July 16, 2018  
BEGIN WORK: March 8, 2019  
COMPLETE WORK: September 26, 2019  
APPROVE, ENGINEERING DEPT: December 16, 2019

**BE IT RESOLVED** by the City Council of the City of Willmar, Minnesota, that:

1. The said City of Willmar Civic Center Ice System Ice Replacement Project be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$1,991,560.00
FINAL NET CONTRACT AMOUNT, PROPOSED:	\$1,991,560.00
CHANGE ORDERS:	\$93,340.00
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$2,084,900.00
Less Previous Payments	\$1,980,655.00
<b>FINAL PAYMENT DUE CONTRACTOR:</b>	<b>\$104,245.00</b>

Dated this 3rd day of February, 2020

s/s Rick Fagerlie  
Mayor Pro Tempore

Attest:

s/s Judy Thompson  
City Clerk

**RESOLUTION NO. 2020-019**

**RECEIVING PRELIMINARY REPORT AND CALLING PUBLIC HEARING ON  
YEAR 2020 IMPROVEMENT PROJECTS**

Motion By: Plowman

Second By: Alvarado

**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, sanitary sewer, and water main 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 2020 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; 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 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 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 shall ascertain such ownership by any practicable means and give mailed notice to such owners.

Dated this 3rd day of February, 2020

s/s Rick Fagerlie  
Mayor Pro Tempore

Attest:

s/s Judy Thompson  
City Clerk

NOTICE OF PUBLIC HEARING ON IMPROVEMENT  
CITY OF WILLMAR, MINNESOTA

Notice is hereby given that the City Council of Willmar will meet in the Board Room of the Health & Human Services Building, 2200 23<sup>rd</sup> Street NE, at 7:01 p.m. on Monday, March 2nd, 2020, to consider the construction of the following improvements, to wit:

The construction of one or more of the following items: grading, aggregate base, bituminous paving, concrete curb & gutter, sidewalk, edge drain, storm sewer, sanitary sewer, watermain, and service lines.

**Reconstruction:**

- 9<sup>th</sup> Street SE: Willmar Avenue to Pleasant View Drive
- 6<sup>th</sup> Street NE: 26<sup>th</sup> Avenue to 23<sup>rd</sup> Avenue
- 23<sup>rd</sup> Avenue NE: 6<sup>th</sup> Street to Country Club Drive

**Overlay:**

- 1<sup>st</sup> Street S: 19<sup>th</sup> Avenue to West Bound TH 23 Ramps
- Civic Center Drive NE: Hwy 71 to County Road 9

The total estimated cost of assessable improvements is \$4,524,480.00

Project costs will be assessed pursuant to Minnesota Statutes, sections 429.011 to 429.111. The area proposed to be assessed for such improvements is every lot, piece or parcel of land within the City of Willmar benefited by said improvements whether abutting thereon or not, based on benefits received and without regard to cash valuation.

A reasonable estimate of the impact of assessments will be available at the hearing. The Council proposes to proceed under the authority granted by Chapter 429 M.S.A.

Such persons desiring to be heard with reference to the proposed improvements will be heard at this meeting. Written or oral objections will be considered.

If you have any questions regarding these improvements, please contact the City Engineer's Office at (320) 235-4202.

Dated this 6th day of February, 2020

BY ORDER OF THE CITY COUNCIL

By: /s/ Judy Thompson  
City Clerk

Below is a listing of this year's improvement project with a brief description of the proposed improvements. The improvements can be discussed in more detail at the Improvement Hearing which is scheduled for 7:01 p.m., March 2, 2020, at the Kandiyohi County Health & Human Services building.

**Reconstruction  
Construction**

**Original**

**9<sup>th</sup> Street SE- Willmar Avenue to Pleasant View Drive**

**1976/1978**

Remove bituminous, remove & replace curb and gutter, replace watermain, replace sanitary sewer, storm sewer improvements, remove & replace sidewalk as needed, ADA improvements, grading, gravel base, bituminous paving and turf establishment.

**6<sup>th</sup> Street NE-26<sup>th</sup> Avenue to 23<sup>rd</sup> Avenue**

**1989**

Remove bituminous, remove & replace curb and gutter, replace watermain, replace sanitary sewer, storm sewer improvements, remove & replace sidewalk as needed, ADA improvements, grading, gravel base, bituminous paving and turf establishment.

**23<sup>rd</sup> Avenue NE-6<sup>th</sup> Street to Country Club Drive**

**1989**

Remove bituminous, remove & replace curb and gutter, replace watermain, replace sanitary sewer, storm sewer improvements, remove & replace sidewalk as needed, ADA improvements, grading, gravel base, bituminous paving and turf establishment.

**Overlay  
Construction**

**Original**

**1<sup>st</sup> Street S: 19<sup>th</sup> Avenue to West Bound TH 23**

**1997/1998**

Mill bituminous, correct damaged areas, remove and replace curb and gutter as needed, ADA improvements, pave new bituminous.

**Civic Center Drive NE- Hwy 71 to County Road 9**

**1978**

Correct damaged areas as needed, pave new bituminous.

**RESOLUTION NO. 2020-020**

**RESOLUTION AUTHORIZING INCREASE  
FOR FIRE DEPARTMENT BATTALIONS CHIEFS' YEARLY STIPEND**

Motion By: Mueske

Second By: Schwantes

BE IT RESOLVED by the City Council of the City of Willmar to approve an increase in the Fire Department Battalion Chiefs' annual stipend to \$3,000.00

Dated this 3rd day of February, 2020

s/s Rick Fagerlie  
MAYOR PRO TEMPORE

Attest:

s/s Judy Thompson  
CITY CLERK

**RESOLUTION NO. 2020-021**

**AUTHORIZATION TO ENTER EMPLOYMENT AGREEMENT - CITY ADMINISTRATOR**

Motion By: Schwantes

Second By: Plowman

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 Clerk be authorized to enter into an employment agreement between the City of Willmar and Brian Gramentz for the position of City Administrator for the City of Willmar.

Dated this 3rd day of February, 2020.

s/s Rick Fagerlie  
MAYOR PRO TEMPORE

Attest:

s/s Judy Thompson  
CITY CLERK