

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

October 16, 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, Julie Asmus, Shawn Mueske, Andrew Plowman and Rick Fagerlie. Present 9, Absent 0.

Also present were City Administrator Ike Holland, Planning and Development Services Director Bruce Peterson, Police Chief Jim Felt, Public Works Director Sean Christensen, City Clerk Judy Thompson and City Attorney Robert Scott.

There were no proposed additions or deletions to the agenda.

Council Member Fagerlie moved to approve the agenda as presented. Council Member Nelsen seconded the motion which carried.

City Clerk Judy Thompson reviewed the consent agenda.

- A. City Council Minutes of October 2, 2017
- B. Willmar Municipal Utilities Minutes of October 9, 2017
- C. Planning Commission Minutes of October 4, 2017
- D. **Resolution No. 17-119 Approving Certification of Unpaid Utility Charges as Lien**
- E. **Resolution No. 17-120 Certifying Special Assessments for Unpaid Nuisances in General Removal Charges**
- F. **Resolution No. 17-121 Accepting Project No. 1603-B and Authorize Final Payment**
- G. **Resolution No. 17-122 Revising Procedures for City Council Work Sessions and Establishing a Labor Relations Committee of the Whole**
- H. Central Community Transit Operations Board Minutes of August 22, 2017
- I. Building Report for the Month of September, 2017
- J. Accounts Payable Report through October 10, 2017
- K. Fire Department Statistics for September, 2017

Council Member Fagerlie offered a motion to approve the Consent Agenda. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

At 7:07 p.m. Mayor Calvin opened the public hearing to consider Amending Municipal Development District No. II. Planning and Development Services Director Bruce Peterson stated the district boundary is being sized to allow the creation of a redevelopment district which will also provide for a possible third phase in the future.

John Burns, 317 Northwest 7th Street, addressed the Council with concerns of creating a TIF district for the proposed project.

Steve Cederstrom, 1424 Southwest 16th Street, addressed the Council with concerns of the City approving a tax break for the proposed project. He stated as a property owner and developer of a project in the area, he did not receive any break on his property at time of development. He also stated that there is retail rental space available at several sites in Willmar and shared his concerns that those property owners can't compete with a property receiving tax increment financing.

There being no others to speak for against the proposed amendment, Mayor Calvin closed the public hearing at 7:18 p.m. and opened it up for discussion by the Council.

Following discussion, **Resolution No. 17-123 Amending Municipal Development District No. II** was introduced by Council Member Nelsen. Council Member Plowman seconded the motion, which carried on a roll call vote of Ayes 7, Noes 1. Council Member Christianson voted “no.”

At 7:30 p.m. Mayor Calvin opened the public hearing to create a new tax increment financing (TIF) district. Planning and Development Services Director Bruce Peterson stated the City has received an application from B & B Properties of Minnesota, LLC for the creation of a redevelopment tax increment financing district on both sides of the 600 block of South 1st Street for the Legacy on First Project. The proposed project would initially include approximately 7,600 square feet of retail/office/restaurant development. Mr. Peterson stated that several structures on 1st Street were removed over the past few years at considerable expense and now offers a prime redevelopment site. The developer wishes to move forward with the project provided a reasonable level of tax increment financing assistance is provided.

Philip Schultz, Green Lake Properties, addressed the Council and stated he also owns property on 1st Street South and when he developed his property, he was told he was not eligible for tax increment financing. He, along with several others, has open space available for rent and feels it is unfair to those that are not receiving the tax increment financing.

There being no others to speak for or against the proposed TIF district, Mayor Calvin closed the hearing at 7:38 p.m. and opened it up for discussion by the Council.

Council Member Nelsen offered a motion to approve the proposed TIF district. Council Member Schwantes seconded the motion.

Aaron Backman, Economic Development Commission (EDC) Executive Director, addressed some of Council’s concerns regarding the creation of the new TIF district and spoke in favor of the Legacy on First Project.

Following discussion, Council Member Mueske offered a motion to table this matter and allow staff to discuss other possible options with the developer. Council Member Plowman seconded the motion which carried.

No one appeared before the Council to speak during the Open Forum.

City Attorney Robert Scott was recommending the Council approve the **introduction of Ordinance Amending Chapter 17, Surface Water Management and Repealing Ordinance No. 1227, Stormwater Management Ordinance**, and set a public hearing for November 6, 2017 at 7:02 p.m. Mr. Scott stated the original Stormwater Management Ordinance No. 1227 was put into place in accordance with the MS4 (Municipal Separate Storm Sewer System) designation in 2005. The permit gives publicly-owned stormwater infrastructure approval to discharge stormwater to lakes, streams, rivers and wetlands in Minnesota. As the permit is renewed, more stringent rules are put in place by the Minnesota Pollution Control Agency (MPCA) with added requirements and definitions. By repealing the City’s existing Stormwater Management Ordinance and replacing it with updated regulations to be included within Chapter 17 of the City Code, the City will regain compliance with its MS4 permit and satisfy its obligations under a stipulation it entered into with MPCA earlier this year. The ordinance changes need to be made prior to November 15th in order to meet the terms of the stipulation.

Following discussion, Council Member Christianson offered a motion to approve the City Attorney’s recommendation. Council Member Nelsen seconded the motion which carried.

City Administrator Ike Holland made the following announcements: The Ad Hoc Advisory Committee will be meeting Tuesday, October 17th at 4:00 p.m. in Conference Room No. 1 at the City Office Building for a conference call with City’s attorneys; The Ad Hoc Advisory Committee will meet Wednesday, October 18th with

the City's legal team, Rice Hospital's legal team and executive staff at 5:00 p.m. at Rice Hospital; the full Council will hold a special closed meeting on Thursday, October 19th at 5:00 p.m. at the City Office Building for process briefing; an email was sent to Council regarding the recent water leak over the weekend and the damage to City Hall.

Mayor Calvin wanted to commend City staff that came in on Sunday evening to deal with the water leak at the City Office Building, and the tremendous effort and cooperation amongst those in attendance.

Council Member Christianson urged everyone to enjoy the beautiful fall weather that is forecast for this week. He also mentioned the new sound system at the Willmar Civic Center is great, and urged everyone to attend a War Hawks game.

Council Member Schwantes noted that WeLEAD is kicking off their fall series on Wednesday, October 18th at 12:00 p.m. at the MinnWest Technology Campus and the featured speaker will be Council Member Julie Asmus.

Council Member Alvarado noted he had the opportunity to attend a Minnesota Wild Hockey game and one of the programs they are planning is to take three (3) ounces of water from all lakes and ponds, filter it and place it on their rink to make true Minnesota ice.

Council Member Plowman reminded everyone throughout the City to clean up their yards to ensure the leaves don't end up plugging the storm drains.

Mayor Calvin stated the next agenda item is the evaluation of the performance of City Administrator Ike Holland, pursuant to Minnesota Statutes, section 13D.05, subdivision 3(a). This portion of the regular meeting will be closed because the City Council will be evaluating the performance of an individual subject to the City's authority. Mr. Holland has received notice of this meeting. Minnesota Statutes, section 13D.05, subdivision 3(a) provides that any portion of a meeting may be closed for this reason, unless the individual who is the subject of the meeting requests that it be open. In this case, Mr. Holland did not make such a request. Only the officials and consultants of the City who reasonably require access to this data may be in attendance at any portion of the closed meeting for this agenda item.

Mayor Calvin also noted this will be the last agenda item for this evening. After the Council comes out of closed session the meeting will be immediately adjourned, and the telecast of the meeting will conclude when the Council goes into closed session. A summary of the conclusions reached in the evaluation will be given at the beginning of the November 6th Council meeting.

At 8:22 p.m. Council Member Nelsen offered a motion to close this portion of the regular Council meeting. Council Member Alvarado seconded the motion which carried.

At 9:17 p.m. the Council returned to Open Session. Council Member Alvarado offered a motion to adjourn the meeting with Council Member Nelsen seconding the motion, which carried. The meeting adjourned at 9:18 p.m.

MAYOR

Attest:

SECRETARY TO THE COUNCIL

RESOLUTION NO. 17-119

**RESOLUTION APPROVING UNPAID UTILITY CHARGES BE CERTIFIED
AGAINST THE REAL PROPERTY**

Motion By: Fagerlie

Second By: Nelsen

WHEREAS, Section 16-127 of the Willmar City Code states that such unpaid utility bills represent a lien on the real property receiving utility services; and

WHEREAS, the Willmar Municipal Utilities Commission has offered the owner the right to request an appearance before the Commission to make objections to payment; and

WHEREAS, the Willmar Municipal Utilities Commission has adopted Resolution No. 33 on September 11, 2017, requesting the Willmar City Clerk to certify the unpaid utility charges as a lien on the real property.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that the amount of the unpaid utility charges totaling \$9,837.61 be certified to the County Auditor to be extended on the tax rolls of such real property in the same manner as other taxes for collecting in 2018 and collected by the County Treasurer, and paid to the City Clerk along with other taxes; and

BE IT FURTHER RESOLVED that the unpaid utility charges be certified against the real property as follows:

1. Parcel No. 95-820-0050
Located at 814 Park Avenue NW \$1,446.40
Described as Section 10, Township 119, Range 35, Block 1
THORPE & LIEN'S ADDITION TO THE CITY OF WILLMAR
Lot 4 except Northerly 11 ½ feet and except part Commencing at
Southwest Corner, Thence East 75 feet, North 100 feet, West 75 feet,
South 100 feet.

2. Parcel No. 95-006-3760 \$1,525.99
Located at 722 4TH Street SW
Described as Section 15, Township 119, Range 35, Lot 6, Block 83
FIRST ADDITION TO THE CITY OF WILLMAR

3. Parcel No. 95-090-2110 \$583.97
Located at 1121 7th Street SW
Described as Section 15, Township 119, Range 35, Lot 11
BOOTH'S ADDITION TO WILLMAR
BLOCK 0

4. Parcel No. 95-590-0110 \$233.76
Located at 916 Rice Avenue SW
Described as Section 15, Township 119, Range 35, Block 1
NYQUIST'S NORTH ORCHARD ADDITION TO THE CITY OF WILLMAR
All that part of Lots 11 and 12 lying Easterly of the following line: Beginning at a
point 35 feet Easterly of Southwest Corner of Lot 11, Thence Northerly
parallel to West line of Lot 11 to point of intersection of said line with North

line of Lot 12 except part of Lot 12 described as follows: Beginning at a Point on Northerly line of Lot 12, 64 feet Westerly from Northeast Corner, Thence Easterly 64 feet, Southerly to Southeast Corner, Thence 80 feet along South line, Thence North to beginning.

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|-----|--|------------|
| 5. | Parcel No. 95-540-0200
Located at 824 7 th Street NW
Described as Section 10, Township 119, Range 35, Block 2
<i>ERIK NILSONS ADDITION TO THE VILLAGE OF WILLMAR (NELSON'S ADDITION TO THE VILLAGE OF WILLMAR)</i>
<i>North 100 feet of South 200 feet of Lot 7</i> | \$233.81 |
| 6. | Parcel No. 95-006-6890
Located at 318 12 th Street SW
Described as Section 15, Township 119, Range 35, Lot 5, Block 109
<i>FIRST ADDITION TO THE CITY OF WILLMAR</i> | \$155.23 |
| 7. | Parcel No. 95-250-1280
Located at 905 3 rd Street SE
Described as Section 14, Township 119, Range 35, Lot 18, Block 6
<i>GLARUM'S ADDITION TO WILLMAR</i> | \$229.20 |
| 8. | Parcel No. 95-250-0430
Located at 808 6 th Street SE
Described as Section 14, Township 119, Range 35, Lot 3, Block 3
<i>GLARUM'S ADDITION TO WILLMAR</i> | \$2,229.10 |
| 9. | Parcel No. 95-730-1130
Located at 213 Hawaii Street NE
Described as Section 11, Township 119, Range 35, Lot 3, Block 8
<i>SPERRY'S ADDITION TO THE VILLAGE OF WILLMAR</i> | \$1,026.14 |
| 10. | Parcel No. 95-672-0060
Located at 1300 12 th Street SE
Described as Section 23, Township 119, Range 35, Lot 6, Block 1
<i>PLEASANT VIEW THIRD ADDITION</i> | \$639.68 |
| 11. | Parcel No. 95-868-0530
Located at 1805 Richland Avenue SW
Described as Section 21, Township 119, Range 35, Lot 1, Block 5
<i>WESTWIND ESTATES SECOND ADDITION</i> | \$204.10 |
| 12. | Parcel No. 95-340-0310
Located at 1904 7 th Street SW
Described as Section 22, Township 119, Range 35, Lot 1, Block 3
<i>HILLTOP PARK</i> | \$229.89 |
| 13. | Parcel No. 95-683-0710
Located at 304 26 th Avenue SW
Described as Section 22, Township 119, Range 35, Lot 21, Block 5
<i>PORTLAND ACRES THIRD ADDITION TO THE CITY OF WILLMAR</i> | \$473.22 |
| 14. | Parcel No. 95-914-1120
Located at 1009 Highway 12 E
Described as Section 14, Township 119, Range 35 | \$627.12 |

That part of the Northwest Quarter of Northeast Quarter: Beginning at a point in Southerly Right-of-Way line of Litchfield Avenue which point is 633 feet East and 55.43 feet South of North Quarter Corner, Thence South 179.37 feet, Thence West 95 feet, Thence North 131 feet more or less to point on Southerly Right-of-Way line of Litchfield Avenue, Thence Easterly to point of beginning.

Dated this 16th day of October 2017.

s/s Marv Calvin
Mayor

Attest:

s/s Judy Thompson
City Clerk

RESOLUTION NO. 17-120

A RESOLUTION CERTIFYING NUISANCES IN GENERAL SPECIAL ASSESSMENTS

Motion By: Fagerlie Second By: Nelsen

WHEREAS, Chapter 9, Article I of the Willmar Municipal Code concerning the removal of a hazardous building by the City. The cost of such removal or remedial measures shall be assessed by action of the City Council against the property, under such terms and conditions as the City Council may require; and

WHEREAS, THE City Council of the City of Willmar has offered the owner his right to request an appearance before the Council to make objections to payment and said owners have waived said right;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that the amount of unpaid nuisance charges totaling \$7,937.16 against said property be placed on the tax roll for collection over a five (5) year period with an interest rate of four (4.00) percent, and that the County Auditor be notified to extend this assessment on the tax roll of such real property payable in 2018 and thereafter and paid to the City Clerk along with other taxes;

BE IT FURTHER RESOLVED that the unpaid nuisance charges be certified against the real property as follows:

1. Parcel No. 95-820-0280 \$7,937.16

Located at 944 Olaf Avenue NW; and
Described as Section 10, Township 119, Range 35, Block 2
THORPE & LIEN'S ADDITION TO THE CITY OF WILLMAR
PART OF LOT 9:BEG.190' W OF NE COR. OF LOT 9,TH. W. 60', S. 120', E.60',
TH. N. 120' TO PT. OF BEG.

Dated this 16th day of October, 2017

s/s Marv Calvin
Mayor

Attest:

s/s Judy Thompson
City Clerk

RESOLUTION NO. 17-121

A RESOLUTION ACCEPTING PROJECT NO. 1603-B AND AUTHORIZING FINAL PAYMENT.

Motion By: Fagerlie Second By: Nelsen

IMPROVEMENT: Project No. 1603-B – Overlay: Minnesota Ave SW and Biosolids Driveway

CONTRACTOR: Duininck, Inc.
DATE OF CONTRACT: May 16, 2016
BEGIN WORK: July 12, 2016
COMPLETE WORK: August 17, 2016
APPROVE, ENGINEERING DEPT: October 6, 2016

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

1. The said City of Willmar Project No. 1603-B be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$548,407.75
FINAL NET CONTRACT AMOUNT, PROPOSED:	\$548,407.75
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$492,328.00
Less Previous Payments	\$482,515.62
FINAL PAYMENT DUE CONTRACTOR:	\$9,812.38

Dated this 16th day of October, 2017.

s/s Marv Calvin
Mayor

Attest:

s/s Judy Thompson
City Clerk

**CITY OF WILLMAR
RESOLUTION NO. 17-122**

**A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WILLMAR, MINNESOTA REVISING
PROCEDURES FOR CITY COUNCIL WORK SESSIONS AND ESTABLISHING A LABOR RELATIONS
COMMITTEE OF THE WHOLE**

Motion By: Fagerlie

Second By: Nelsen

WHEREAS, prior to 2017, the Willmar City Council (city council) had operated pursuant to a committee structure, in which four subcommittees (the Finance, Public Works/Public Safety, Labor Relations, and Community Development Committees) comprised of four council members and the appropriate city staff department head met as needed to consider issues relevant to the committee's subject area and bring forth recommendations for final action by the full city council;

WHEREAS, the city council adopted Resolution No. 17-04 on February 6, 2017, pursuant to which the city council discontinued its subcommittees for a period of six months and instituted work sessions of the full city council in the subcommittees' place, to be conducted immediately preceding regular city council meetings on the first and third Monday of every month; and

WHEREAS, after evaluating the effectiveness and shortcomings of the work sessions as compared to the city council's former subcommittee structure at several city council meetings and work sessions in September and October, the city council has decided to continue the work sessions and make the improvements to the rules and procedures governing its work sessions as detailed herein.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that:

1. The full city council will continue to meet in work sessions in the city council chambers at the Willmar Municipal Utilities' offices at 700 Litchfield Ave SW, at 5:15 p.m. on each day on which a regular meeting of the city council is scheduled at 7:00 p.m., and beginning on October 30, 2017, shall additionally meet in in the same location at 5:15 p.m. on the fifth Monday of each month having five Mondays.
2. The city council hereby forms a committee of the whole to meet as needed, separate from the regularly scheduled work sessions provided for in Paragraph 1 above, to discuss labor relations issues concerning the City and its employees. The committee of the whole established in this paragraph shall be named the Labor Relations Committee, and shall generally consider the same types of issues and matters that the former Labor Relations subcommittee of the city council historically considered. Accordingly, such labor relations issues shall generally not be placed on agendas for the regularly scheduled work sessions provided for in Paragraph 1 above.
3. The Finance Director shall provide, or arrange for the provision of, regular updates to the full city council in a regularly scheduled work session provided for in Paragraph 1 above on matters of concern to the Finance Department, including the City's financial condition and ongoing administration of the budget, not less frequently than once each month. It is the intent of the city council that matters that historically would have been considered by the city council's Finance subcommittee will be included in the monthly Finance Department's monthly update provided for in this paragraph.
4. Wherever, in the City's charter, ordinances, or policies, references are made to the city council's former Labor Relations subcommittee, such references shall be deemed to refer to the Labor Relations Committee of the whole of the city council established in Paragraph 2 above. Wherever, in the City's charter, ordinances, or policies, references are made to one of the other former city council

subcommittees (i.e. Finance Committee, Public Works/Public Safety Committee, or Community Development Committee), and such committee has not been reinstated by resolution of the city council, such references shall be deemed to refer to a committee of the whole of the city council and may be considered by the full city council at a work session, regular or special meeting, as appropriate under the circumstances.

5. The city council shall continue to follow the rules and procedures for its work sessions adopted in Resolution No. 17-04, as updated below (restated in full here for ease of reference with added material underlined):
 - a. Except for routine approvals or uncontroversial matters that may be placed on a consent agenda at a regular meeting pursuant to subparagraph 3.d. below, it is the city council's expectation that all matters requiring city council action shall be first presented to the city council in a work session so that the city council may ask questions of city staff and, if necessary, interested persons, and identify and request any additional information it will need to make a final decision on the matter at a future regular meeting.
 - b. Matters presented to the city council at a work session shall not be placed on an agenda for final council action prior to the regular meeting following the next council work session (for example, a matter considered at the work session preceding the first regular meeting of a month will not be placed on an agenda for final action until the second regular meeting in that month at the earliest). Where circumstances exist, which in the city council's discretion, justify taking final action on a matter presented at a work session at the regular meeting immediately following such work session, the city council may dispense with this requirement for such matter by adding the matter to the agenda for such regular meeting by the affirmative vote of six of its members at such regular meeting.
 - c. The city council shall not take formal action (by motion and vote) in work sessions; matters presented at work sessions are presented for discussion/informational purposes only to facilitate city council members' understanding of the matters presented, allow for input and comment by council members, and identification of additional information needed for the city council to take final action thereon.
 - d. Routine approvals or noncontroversial matters that may be placed on a consent agenda for a regular meeting by the city administrator and which therefore are not required to be presented at a work session include but are not limited to: meeting minutes of previous city council meetings or of city boards and commissions, approval of routine expenditures, matters pertaining to the scheduling of future meetings, land use approvals previously considered and recommended for approval by the Planning Commission, the final approval of licenses and permits, and such other matters as the city administrator determines are routine or noncontroversial. An item on the consent agenda may be removed therefrom by the request of any one council member at the regular meeting at the time the consent agenda is considered by the city council, prior to the approval of the consent agenda. Items so removed from the consent agenda will be placed on the regular agenda for discussion and consideration, and may be referred to a future work session by a majority vote of the city council.
 - e. Work sessions shall be video recorded, and recordings of such work sessions shall be made available on the City's official website as soon after the meeting as practicable. To the extent possible, video recordings of work sessions will be cablecast on WRAC-8.
 - f. Though a distinction is made in this resolution between "work sessions" (referring to the meetings to be held at 5:15 p.m. at which no formal actions will be taken), and "regular meetings" (referring to the meetings to be held at 7:00 p.m. at which formal actions may be taken by the council on any item), upon adoption of this resolution, the schedule of the city

council's work sessions shall be kept on file at the City's primary offices together with the schedule of its regular meetings, and both the city council's work sessions at 5:15 p.m. (including on "fifth Mondays") and regular meetings at 7:00 p.m. shall be considered to be regular meetings for the purposes of compliance with the Minnesota Open Meeting Law, Minn. Stat. § 13D.04, subd. 1, such that individual meeting notices of the city council's work sessions will not be required as the same are not considered special meetings.

Adopted by the City Council of the City of Willmar on October 16, 2017.

Approved:

s/s Marv Calvin
Mayor

Attested:

s/s Judy Thompson
City Clerk

RESOLUTION NO. 17-123

AMENDING MUNICIPAL DEVELOPMENT DISTRICT NO. II

Motion By: Nelsen Second By: Plowman

WHEREAS, The City of Willmar in 1981 designated Municipal Development District No. II to provide impetus for redevelopment and to increase the tax base; and

WHEREAS, Municipal Development District No. II was legally described as: Beginning at the center point of the intersection of First Street Southwest and Minnesota Avenue Southwest; thence westerly to the center point of the intersection of Fifth Street Southwest and Minnesota Avenue Southwest; thence northerly to the center point of the intersection of Trott Avenue Southwest and Fifth Street Southwest; thence westerly to the center point of the intersection of Seventh Street Southwest and Trott Avenue Southwest; thence northerly to the center point of the intersection of Atlantic Avenue Northwest, as extended, and Seventh Street Northwest; thence easterly projecting Atlantic Avenue Northwest to the center line of U.S. No. 71; thence southerly along the center line of U.S. No 71 and First Street Southwest to the point of beginning.

WHEREAS, a development program has been formulated which state the objectives of the District and addresses activities expected within the District; and

WHEREAS, it is necessary to amend the geographic bounding of the District to facilitate the creation of a tax increment financing district.

NOW, THEREFORE, BE IT RESOLVED, that the legal description for Municipal Development District No. II be amended to include the area described as: Beginning at a point in the center line of Second Street Southeast 336' ± South of the center point of the intersection of Second Street Southeast and Minnesota Avenue Southeast; thence northerly to the center point of the intersection of Second Street Southeast and Minnesota Avenue Southeast; thence westerly to the center point of the intersection of Second Street Southwest and Minnesota Avenue Southwest; thence southerly to the center point of the intersection of Second Street Southwest and Monongalia Avenue Southwest; thence easterly to the center point of the intersection of First Street Southwest and Monongalia Avenue Southwest; thence northeasterly to the point of beginning.

Dated this 16th day of October, 2017

s/s Marv Calvin
MAYOR

Attest:

s/s Judy Thompson
CITY CLERK