

WILLMAR CITY COUNCIL PROCEEDINGS
BOARD ROOM
HEALTH AND HUMAN SERVICES BUILDING
WILLMAR, MINNESOTA
& BY ELECTRONIC MEANS (GOTO MEETING)

November 16, 2020
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 Rick Fagerlie, Shawn Mueske, Kathy Schwantes, Vicki Davis, Fernando Alvarado, Julie Asmus, Andrew Plowman, and Audrey Nelsen. Present 9, Absent 0.

Also present were City Administrator Brian Gramentz, Police Chief Jim Felt, Fire Chief Frank Hanson, Planning and Development Services Director Dave Ramstad, City Planner Sarah Swedburg, City Clerk Judy Thompson, and City Attorney Robert Scott.

Additions to the agenda were: Council Member Nelsen added discussion of COVID, meetings, and non-essential services. Mayor Calvin added discussion of virtual council meetings.

Council Member Fagerlie moved to approve the agenda, as amended. Council Member Asmus seconded the motion which carried, on a roll call vote of Ayes 8, Noes 0.

City Clerk Judy Thompson reviewed the consent agenda.

- A. City Council Minutes of November 2, 2020
- B. Board of Canvass Minutes of November 12, 2020
- C. Special City Council Minutes of November 12, 2020
- D. Willmar Municipal Utilities Commission Minutes of November 9, 2020
- E. Planning Commission Minutes of November 4, 2020
- F. Accounts Payable Report for October 29 through November 12, 2020
- G. Meyer's Addition Minor Subdivision Replat
- H. Building Report for Month of October, 2020
- I. Application for Airport Commission – Arnold Plowman

Council Member Fagerlie offered a motion to approve the Consent Agenda. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0. Council Member Plowman abstained from voting.

At 7:05 p.m. Mayor Calvin opened the public hearing for an Ordinance to Authorize the Issuance of \$5,000,000 in General Obligation Sales Tax Revenue Bonds. Bakertilly representative Doug Green presented details of said ordinance and recommended Council approve the proposed ordinance.

There being no one to speak for or against said ordinance, Mayor Calvin closed the public hearing at 7:11 p.m. and opened it up for discussion by the Council. Following discussion, Council Member Plowman offered a motion to adopt, assign a number and order final publication of **Ordinance No. 1455 An Ordinance Authorizing the Issuance of \$5,000,000 General Obligation Sales Tax Revenue Bonds**. Council Member Schwantes seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

Bakertilly representative Doug Green presented the two options of issuing bonds - through local private banks or through the public market.

Following discussion, Council Member Schwantes offered a motion to issue bonds through the public market. Council Member Mueske seconded the motion which carried, on a roll call vote of Ayes 8, Noes 0.

The Public Works Committee Report for November 4, 2020 was presented to the Mayor and Council by Council Member Plowman. There were five items for consideration.

Item No. 1 Staff brought forth, for information, the public safety statistics for the month of October. This item was for information only

Item No. 2 Staff brought forth, for discussion, the voluntary assessment with the Coalition of Greater Minnesota Cities (CGMC) for an Environmental Action Fund in the amount of \$5,024, with WMU volunteering to pay up to a third of the fee. The assessment would help to weigh in on federal and state regulations, permits, legislation and other precedent-setting matters affecting cities. We are currently a member in the CGMC, with 2021 dues set at \$40,888, which does the lobbying for matters such as LGA, environmental concerns, annexation, transportation, and municipal issues which impact cities in outstate Minnesota. This item was for information only.

Following a discussion, Council Member Schwantes offered a motion to approve participating in the voluntary assessment with the CGMC for an Environmental Action Fund in the amount of \$5,024, with WMU volunteering to pay up to a third of the fee. Council Member Asmus seconded the motion which carried, on a roll call vote of Ayes 8, Noes 0.

Item No. 3 Staff brought forth, for discussion, the potential of 2nd Street SE from Trott Avenue to Olena Avenue as a project for 2021. The scope of work would include a complete reconstruction of the street and infrastructure, designed for one-way traffic with parking on one side and sidewalk on the west side. This item was for information only.

Item No. 4 It was the recommendation of the Committee to adopt a resolution authorizing Change Order No. 2 in the amount of \$31,575.07 for Project No. 1901-A 5th Street SW reconstruction. It was also the recommendation of the Committee to adopt a resolution accepting the project and authorizing final payment to Duininck, Inc. in the amount of \$56,857.39. The Change Order resulted from several quantity overruns including additional seeding and hydraulic bonded fiber for disturbed areas, added granular material, and extra concrete curb and gutter were replaced. The additional cost will be paid from the project's contingencies budget. The project has been reviewed by staff and recommended for final payment to the contractor.

Resolution No. 2020-149 Accepting Change Order No. 2 for Project No. 1901-A was introduced by Council Member Plowman. Council Member Asmus seconded the motion which carried, on a roll call vote of Ayes 8, Noes 0.

Resolution No. 2020-150 Accepting Project No. 1901-A 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 8, Noes 0.

Item No. 5 It was the recommendation of the Committee to adopt a resolution authorizing Change Order No. 1 in the amount of \$4,490.84 for Project No. 2001-C West Highway 12 Watermain. The Change Order resulted from the existing watermain leaking in two locations due to construction activity. It warranted repair with clamps as the temporary service for adjoining property owners within construction limits. It will be funded from the project's contingencies budget.

Resolution No. 2020-151 Accepting Change Order No. 1 for Project No. 2001-C was introduced by Council Member Plowman. Council Member Nelsen seconded the motion which carried, on a roll call vote of Ayes 8, Noes 0.

The Public Works Committee Report of November 4, 2020, was approved and ordered placed on file in the City Clerk's Office upon motion by Council Member Plowman. Council Member Asmus seconded the motion which carried, on a roll call vote of Ayes 8, Noes 0.

The Finance Committee Report for November 5, 2020 was presented to the Mayor and Council by Council Member Nelsen. There were eleven items for consideration.

Item No. 1 City Administrator Gramentz reviewed the overall fund balance and noted the audit results indicated the City is in a good position regarding the status of its fund balance. Questions were asked about the differences between the various balances that are restricted, committed, or available for use if necessary to fund 2021 operating budget shortfalls as a result of possible reductions in Local Government Aid due to the Covid-19 Pandemic. These questions will be addressed at the next finance committee meeting.

The 2021 Proposed Budget Narrative was also reviewed. The proposed tax levy was increased 3% over 2020 which should generate an additional \$308,000. The Local Government Aid was increased 3.2% for an additional \$156,898. However, due to the Covid-19 Pandemic, the State's financial circumstances indicate in all likelihood the LGA will be reduced in 2021. It is hoped the State will indicate soon how they will need to proceed with LGA allotments and other budgeting issues. In recent years, we have expended approximately \$250,000 for outside engineering services. Now that we have an assistant engineer in-house, those costs should be reduced. Due to Covid-19, budgeted amounts for building permits were decreased, and interest revenue is anticipated to be 22% less than last year. Rental income will be down since Mid-Minnesota Development has moved out of City Hall. Further, Parks & Rec facilities rentals may continue to decline due to Covid-19.

There are potential revenues that were not included in the Mayor's proposed 2021 budget: Franchise Fees of \$250,000 from Centerpoint Energy, a larger than proposed tax levy increase, and sale of excess land.

The next Finance Committee/Full Council Meeting will be held November 19th to continue the discussion of Fund Balances and Revenues as well as the Operating and Capital Expenditures. On November 30th, the Finance Committee/Full Council Meeting will cover debt service and wrap up any final recommendations.

This matter was for information only.

Item No. 2 Staff explained pursuant to Willmar Municipal Code, Chapter 5, Article V, Special Assessments, and the City's Comprehensive Assessment Policy which offers the option to defer special assessments to senior citizens, disabled, or active military deferrals meeting certain income guidelines, the 2019 Street and Other Improvement project received one qualifying application: Shirley Nelson, 2413 19th Avenue SW, Willmar, MN, Parcel 95-921-5430, for \$3,600.

It was the recommendation of the Committee to approve a resolution deferring the special assessments for Senior Citizens, Disabled, or Active Military under the 2019 Street and Other Improvement Project for Parcel 95-921-5430 owned by Shirley Nelson in the amount of \$3,600.

Resolution No. 2020-152 Certifying Deferred Special Assessments was introduced by Council Member Nelsen. Council Member Fagerlie seconded the motion which carried, on a roll call vote of Ayes 8, Noes 0.

Item No. 3 Staff explained Willmar City Code Section 16-127 states such unpaid utility bills represent a lien on the applicable real properties receiving utility services. The Willmar Municipal Utilities Commission has offered the owner of each property the right to request an appearance before the Commission to make objections to payment. After holding that meeting, the Willmar Municipal Utilities Commission adopted Resolution No. 33 on September 28, 2020, requesting that the Willmar City Clerk certify the unpaid utility charges as a lien on each applicable real property. The total to be certified to the Kandiyohi County Auditor for collection on the 2021 property tax statements is \$36,487.24 affecting 32 parcels.

It was the recommendation of the Committee to approve a resolution certifying \$36,487.24 to the Kandiyohi County Auditor for collection on the 2021 property tax statements as presented.

Mayor Calvin inquired about the funds donated by Assembly of God Church to the WMU for people struggling to pay their utility bills and whether these funds were used for any of these proposed bills. Staff was directed to check with WMU and report back to Council.

Following discussion, **Resolution No. 2020-153 Approving Unpaid Utility Charges be Certified Against the Real Property** was introduced by Council Member Nelsen. Council Member Plowman seconded the motion which carried, on a roll call vote of Ayes 8, Noes 0.

Item No. 4 Staff reported due to the COVID-19 Pandemic, several establishments were closed for an extended period of time resulting in loss of income from liquor sales. Many communities have approved refunding the establishments for a three-month period and staff is recommending the City approve refunding fees for a three-month period for 18 on-sale entities, as presented, totaling \$9,812.40.

It was the recommendation of the Committee to approve a resolution approving the partial refund of on-sale liquor license fees to 18 establishments within the City of Willmar totaling \$9,812.40 as presented. After discussion, it was then recommended, to amend the first recommendation, to schedule a special council meeting prior to November 13, 2020, to utilize the CARES Act Funds for this expenditure.

It was noted, a Special Council meeting was held on November 12, 2020, and this item was approved by Council.

Item No. 5 Staff presented a three-year Airport Operations Supervisor Agreement with Oasis Aero, Inc., for 2021, 2022, and 2023 and explained there are no changes from the previous agreement which terminates December 31, 2020. The fee will remain the same at \$48,000 per year with Eric Rudningen, Airport Operations Supervisor, continuing to perform the day-to-day activities necessary to keep the Willmar Municipal Airport, safe, accessible, and operational on a daily basis. Mr. Rudningen will also provide the staff necessary to assist him with the operation and supervision of the Airport and all the City property located thereupon, including routine minor repairs, properly securing doors, etc. It was noted he cannot delegate his responsibilities under this Agreement without prior written approval of the City.

It was the recommendation of the Committee to approve a resolution approving the Airport Operations Agreement with Oasis Aero, Inc., for the term 2021 through 2023 as presented.

Resolution No. 2020-154 Authorization to Execute Agreement with Oasis Aero, Inc. for Airport Operation Supervisor was introduced by Council Member Nelsen. Council Member Plowman seconded the motion which carried, on a roll call vote of Ayes 8, Noes 0.

Item No. 6 Staff explained on May 4, 2020, the City Council adopted the Renaissance Zone, which is a new zoning overlay district encompassing the Central Business District (CBD) and adjacent areas. The new district is a 5-year pilot program intended to encourage economic development. This district will offer greater flexibility relative to zoning requirements otherwise imposed by the underlying zoning districts and is regulated by Section 12 of the Zoning Ordinance. On August 3, 2020, the City Council adopted the additional incentive to provide \$5,000 and \$10,000 matching loans for storefront improvements in the Renaissance Zone. These loans will be forgiven 20% each year of their five-year term after funds are disbursed. The Planning and Development Services Department will partner with the Kandiyohi County HRA who will administer the incentive for 2021. A fee of 15% of the project costs (\$10,200 of the \$68,000 balance) will be charged to the DEED account, not to the applicant. For said fee, the HRA will meet with commercial property owners to determine the scope of work, prepare contractor specs, solicit contractor bids, award bids, prepare closing docs, collect owner portion of funds, complete closing, record docs, inspect during construction, perform Davis Bacon wage interviews, pay contractors, track projects, and report to DEED. The goal is to award as many storefront matching loans/grants up to the remaining DEED balance of \$68,000 which could be six to thirteen projects.

It was the consensus of the Finance Committee to support the recommendation to move forward with the Renaissance Zone's Storefront Renovation Incentive Program as presented.

This item was for information only.

Item No. 7 The Fund Balance Policy designates the various types of fund balances, including Nonspendable, Restricted, Committed, Assigned, and Unassigned. This is being reviewed as a result of the December 31, 2019 audit report that was recently presented to the Finance Committee and Council.

It was the recommendation of the Committee to approve a resolution adopting the revised Fund Balance Policy as presented.

Resolution No. 2020-155 Adopting Fund Balance Policy was introduced by Council Member Nelsen. Council Member Asmus seconded the motion which carried, on a roll call vote of Ayes 8, Noes 0.

Item No. 8 Staff explained pursuant to auditor's recommendations, the proposed Budget Management Policy has been drafted that directs the Council to take action when the budget is exceeded and how the deficit will be covered.

It was the recommendation of the Committee to approve a resolution adopting the Budget Management Policy as presented.

Resolution No. 2020-156 Adopting Budget Management Policy was introduced by Council Member Nelsen. Council Member Fagerlie seconded the motion which carried, on a roll call vote of Ayes 8, Noes 0.

Item No. 9 COVID-19 funding report was tabled until the next Finance Committee meeting. This item was for information only.

Item No. 10 In regard to the Departmental information update, it was noted there was nothing new to report at this time. This item was for information only.

Item No. 11 Future Finance Committee meetings will include discussion on filing fees, Federal Path Local Financing, and possible Carris Health Debt Refinancing. This item was for information only.

The Finance Committee Report of November 5, 2020, was approved and ordered placed on file in the City Clerk's Office upon motion by Council Member Nelsen. Council Member Asmus seconded the motion which carried, on a roll call vote of Ayes 8, Noes 0.

Planning and Development Services Director Dave Ramstad presented a request to introduce and set a public hearing for an ordinance amending Willmar Ordinance 1060, known as the Willmar Zoning Ordinance, by requiring affordable housing plans for certain projects, establishing open zoning in the Renaissance Zone, and adding a new Article IV to City Code Chapter 14 establishing a heritage designation process.

Council Member Fagerlie offered a motion to **introduce an Ordinance Amending Willmar Ordinance No. 1060, Known as the Willmar Zoning Ordinance, by Requiring Affordable Housing Plans for Certain Projects, Establishing Open Zoning in the Renaissance Zone, and Adding a New Article IV to City Code Chapter 14 Establishing a Heritage Designation Process** and set a public hearing for December 7, 2020 at 7:02 p.m. Council Member Alvarado seconded the motion which carried.

Council Member Asmus offered a motion to approve publication of said Ordinance Amending Willmar Ordinance 1060, Known as the Willmar Zoning Ordinance by Requiring Affordable Housing Plans for Certain Projects, Establishing Open Zoning in the Renaissance Zone, and Adding a New Article IV to City Code Chapter 14 Establishing a Heritage Designation Process by summary due to the length and cost of publishing entire Ordinance. Council Member Fagerlie seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

Mayor Calvin opened a discussion on the recent COVID-19 developments and the impacts on the City's non-essential services and city buildings. Mayor Calvin recommended allowing City Administrator Gramentz to use his judgment and consider closing City buildings to the public, with the exception of appointments, through January 1, 2021.

Following discussion, Council Member Schwantes offered a motion to approve the Mayor's recommendation. Council Member Davis seconded the motion which carried, on a roll call vote of Ayes 5, Noes 3. Council Members Fagerlie, Asmus, and Plowman voted "no".

Mayor Calvin opened a discussion that all Council and City meetings be held virtually beginning immediately, and spoke in favor of doing so.

Council Member Schwantes offered a motion to approve the Mayor's recommendation. Council Member Asmus seconded the motion which carried, on a roll call vote of Ayes 8, Noes 0.

Mayor Calvin offered the following comments: urged everyone to wear a mask, social distance, keep groups to ten or less, wash hands stay home if sick, stay home for Thanksgiving.

Council Member Schwantes offered the following comments: support our medical community – they are worn out.

Council Member Davis offered the following comments: "Thank you" to the medical community; wear mask; be careful – this is serious.

Council Member Nelsen offered the following comments: hope everyone will support the City's decision to shut down; CGMC will be holding their Fall conference virtually this week, go to their website and register, it is free, and encouraged everyone to participate.

Council Member Alvarado offered the following comments: "Thank you" for removing political signs from yards; if in need, contact Food Shelf 320-235-2641 or Second Harvest 800-365-0270; Celebrate the Light of the World display is coming soon and are still in need of volunteers; if you are healthy – be thankful; Happy Thanksgiving to everyone.

The upcoming Committee meetings will be as follows: Public Works/Safety Committee – Wednesday, November 18th at 5:00 p.m.; Finance Committee with Full Council – Thursday, November 19th at 5:00 p.m.; Community Development Committee – no meeting scheduled at this time.; and Labor Relations Committee – Monday, November 23rd at 6:15 p.m.

Council Member Fagerlie offered a motion to adjourn the meeting with Council Member Asmus seconding the motion which carried. The meeting adjourned at 8:49 p.m.

s/s Marv Calvin
MAYOR

Attest:

s/s Judy Thompson
SECRETARY TO THE COUNCIL

RESOLUTION NO. 2020-149

A RESOLUTION ACCEPTING CHANGE ORDER NO. 2 FOR PROJECT NO. 1901-A.

Motion By: Plowman

Second By: Asmus

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 modify the contract for Project No. 1901-A between the City of Willmar and Duininck, Inc. of Prinsburg, Minnesota by Change Order No. 2 in the increased amount of \$31,575.07.

Dated this 16th day of November, 2020

s/s Marv Calvin
Mayor

Attest:

s/s Judy Thompson
City Clerk

RESOLUTION NO. 2020-150

A RESOLUTION ACCEPTING PROJECT NO. 1901-A AND AUTHORIZING FINAL PAYMENT.

Motion By: Plowman

Second By: Alvarado

IMPROVEMENT: Project No. 1901-A – 5th Street SW Reconstruction

CONTRACTOR:	Duininck, Inc.
DATE OF CONTRACT:	June 17, 2019
BEGIN WORK:	July 9, 2019
COMPLETE WORK:	June 26, 2020
APPROVE, ENGINEERING DEPT:	July 3, 2020

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

1. The said City of Willmar Project No. 1901-A be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT: \$345,704.75

FINAL NET CONTRACT AMOUNT, PROPOSED: \$345,704.75

CHANGE ORDER NO. 1:	\$13,452.08
CHANGE ORDER NO. 2:	\$31,575.07
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$390,731.90
Less Previous Payments	\$333,873.61
FINAL PAYMENT DUE CONTRACTOR:	\$56,857.39

Dated this 16th day of November, 2020

s/s Marv Calvin
 Mayor

Attest:

s/s Judy Thompson
 City Clerk

RESOLUTION NO. 2020-151

A RESOLUTION ACCEPTING CHANGE ORDER NO. 1 FOR PROJECT NO. 2001-C.

Motion By: Plowman Second By: Nelsen

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 modify the contract for Project No. 2001-C between the City of Willmar and G.F. Jedlicki, Inc. of Chanhassen, Minnesota by Change Order No. 1 in the increased amount of \$4,490.84.

Dated this 16th day of November, 2020

s/s Marv Calvin
 Mayor

Attest:

s/s Judy Thompson
 City Clerk

RESOLUTION NO. 2020-152

A RESOLUTION CERTIFYING DEFERRED SPECIAL ASSESSMENTS

Motion By: Nelsen Second By: Fagerlie

WHEREAS, the City Council of the City of Willmar, Minnesota, did order the reconstruction of certain streets during the year 2019 (Project 1901); and

WHEREAS, Minnesota Statutes, Sections 435.193 to 435.195 allows local governments certifying special assessments against municipal properties to defer the payment of that assessment for any homestead property owned by a person 65 years of age or older, retired by virtue of a permanent and total disability; and active military

WHEREAS, certain property owner(s) have made application to the City for delayed payment of tax on special assessments and have met the criteria contained in Minnesota Statutes for said deferment.

NOW, THEREFORE, BE IT RESOLVED by the Willmar City Council that special assessments as hereinafter designated be certified to the County and deferred for the years of 2020 through 2029 with interest at the annual rate of four and three tenths (4.3%) percent.

BE IT FURTHER RESOLVED that the option to defer payments will terminate and all deferred payments and interest become payable if a) the owner dies and the surviving spouse is not eligible; b) the property or a portion of the property is sold, transferred or subdivided; c) the property loses its homestead status; or d) the City determines that to require immediate or partial payment would not create a hardship.

Shirley Nelson 2413 19 th Avenue SW Willmar	95-921-5430 Section 21, Township 119, Range 35 ALL THAT PART OF THE NE1/4 OF SW1/4 DESC AS FLWS: COMM AT THE INTERSEC OF N-S CTR LINE OF SD SEC 21 WITH S'LY R-O-W OF TH#23 WH PT IS 79.2' S OF CTR OF SD SEC 21, TH W'LY 1076.5' TO PT OF BEG OF TRACT HEREIN DESC, TH S'LY 150', TH W'LY 100', TH N'LY 150', TH E'LY ON & ALONG S'LY R-O-W TO PT OF BEG.	\$3,600.00
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Dated this 16th day of November, 2020.

s/s Marv Calvin
MAYOR

Attest:

s/s Judy Thompson
CITY CLERK

RESOLUTION NO. 2020-153

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

Motion By: Nelsen Second By: Plowman

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 28, 2020, 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 \$36,487.24 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 2021 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. 95-540-0010
Located at 804 Olaf Avenue NW \$1,298.18
ERIK NILSONS ADDITION TO THE VILLAGE OF WILLMAR
(NELSON'S ADDITION TO THE VILLAGE OF WILLMAR)
West 71 feet of Lot 1, Block 1 of Nelson's Addition and West 71 feet
of South 3 feet of Lot 2, Block 3, Thorpe & Lien's Addition

2. Parcel No. 95-914-1150 \$2,022.80
Located at 1005 Hwy 12 East
Described as Section 14, Township 119, Range 35
Part of Northwest Quarter of Northeast Quarter Described as Follows:
Beginning at Point 215 feet South & 437 feet East of Northwest Corner
of Northeast Quarter; Thence South 89 degrees 53.22 feet East, Parallel
to North Line of Northeast Quarter 101 feet; Thence South Parallel
with West Line of Northeast Quarter 113.93 feet to its Intersection with
Northerly Right of Way Line of US Highway No. 12; Thence Southwesterly
Along Last Right of Way Line 101.55 feet to its Intersection with Line
Bearing South from Point of Beginning; Thence North Along Said Line
124.68 feet to Point of Beginning

3. Parcel No. 95-012-0050 \$3,959.57
Located at 101 Benson Avenue SE
Described as Section 15, Township 119, Range 35, Block 7
THIRD ADDITION TO THE CITY OF WILLMAR
Block A

4. Parcel No. 95-090-1490 \$1,143.03
Located at 1017 7th Street SW
Described as Section 15, Township 119, Range 35
BOOTH'S ADDITION TO WILLMAR
Block K Lot 10 Except North 5 feet; Northerly Half of Lot 9

5. Parcel No. 95-665-0510 \$1,610.45
Located at 1108 Olena Avenue SE
Described as Section 14, Township 119, Range 35, Lot 11, Block 3
PERKINS FIFTH ADDITION

6.	Parcel No. 95-009-1030 Located at 1115 Campbell Avenue NW Described as Section 15, Township 119, Range 35, Lot 4, Block 132 <i>SECOND ADDITION TO THE CITY OF WILLMAR</i>	\$570.73
7.	Parcel No. 95-135-0580 Located at 1225 27 th Street NW Described as Section 09, Township 119, Range 35, Lot 8, Block 3 COLLEGE VIEW	\$645.85
8.	Parcel No. 95-510-0300 Located at 1304 17 th Street SW Described as Section 21, Township 119, Range 35, Lot 8, Block 3 <i>MOLENAAR'S ADDITION TO THE CITY OF WILLMAR</i>	\$1,749.46
9.	Parcel No. 95-220-0540 Located at 206 Bernard Street SE Described as Section 14, Township 119, Range 35, Block 5 <i>FERRING'S ADDITION TO THE CITY OF WILLMAR</i> <i>South Half of Lot 3, South Half of East Half of Lot 2</i>	\$1,560.26
10.	Parcel No. 95-668-1210 Located at 2401 5 th Avenue SE Described as Section 13, Township 119, Range 35, Lot 7 <i>PHEASANT RUN</i> <i>Lot 1 Except West 69.5 feet Thereof</i>	\$570.95
11.	Parcel No. 95-688-0290 Located at 2405 10 th Street SW Described as Section 22, Township 119, Range 35, Lot 9, Block 2 <i>PRAIRIE VIEW NORTH</i>	\$321.34
12.	Parcel No. 95-370-0020 Located at 305 6 th Street SE Described as Section 14, Township 119, Range 35 <i>HONG & KILAND'S ADDITION TO WILLMAR</i> <i>Southerly 47 feet of Lot 1</i>	\$1,408.71
13.	Parcel No. 95-006-1790 Located at 304 Monongalia Avenue SW Described as Section 15, Township 119, Range 35, Block 69 <i>FIRST ADDITION TO THE CITY OF WILLMAR</i> <i>Lot 7 & South Half of Lot 6, The East 14 feet of Lot 8, & the East 14 feet of South 12.5 feet of Lot 9</i>	\$111.50
14.	Parcel No. 95-250-1130 Located at 308 Augusta Avenue SE Described as Section 14, Township 119, Range 35, Block 6 <i>GLARUM'S ADDITION TO WILLMAR</i> <i>West 75 feet of Lots 1, 2 & 3</i>	\$697.18
15.	Parcel No. 95-260-0020 Located at 335 Robert Street SE Described as Section 14, Township 119, Range 35, Lot 2 <i>GORDHAMER'S ADDITION TO THE CITY OF WILLMAR</i>	\$517.98

16.	Parcel No. 95-740-1330 Located at 416 Trott Avenue SE Described as Section 14, Township 119, Range 35, Block 9 <i>SPICER'S ADDITION TO WILLMAR</i> <i>West 50 feet of East 100 feet of Lots 1 & 2 and of North 40 feet of Lot 3</i>	\$2,098.09
17.	Parcel No. 95-220-1800 Located at 421 Ann Street SE Described as Block 12 <i>FERRING'S ADDITION TO THE CITY OF WILLMAR</i> Lot 10, North Half of Lot 9	\$689.58
18.	Parcel No. 95-220-1390 Located at 421 Julii Street SE Described as Section 14, Township 119, Range 35, Lot 9, Block 10 <i>FERRING'S ADDITION TO THE CITY OF WILLMAR</i>	\$1,392.05
19.	Parcel No. 95-480-0060 Located at 500 13 th Avenue SW Described as Section 22, Township 119, Range 35, Block 1 <i>LEARY'S ADDITION TO WILLMAR</i> <i>Lots 6 & 7</i>	\$975.45
20.	Parcel No. 95-662-0100 Located at 700 Irene Avenue SE Described as Section 14, Township 119, Range 35, Lot 10, Block 1 PERKINS' SECOND ADDITION TO THE CITY OF WILLMAR	\$150.58
21.	Parcel No. 95-006-3030 Located at 702 9 th Street SW Described as Section 15, Township 119, Range 35, Block 78 <i>FIRST ADDITION TO THE CITY OF WILLMAR</i> <i>Lot 1 & 2</i>	\$2,229.00
22.	Parcel No. 95-220-0310 Located at 702 Litchfield Avenue SE Described as Section 14, Township 119, Range 35, Block 3 <i>FERRING'S ADDITION TO THE CITY OF WILLMAR</i> <i>Lots 1 & 2 and Northerly Half of Vacated Alley Adjacent Southerly</i> <i>Lot Line of Lots 1 & 2 Except Right of Way</i>	\$1,058.92
23.	Parcel No. 95-006-4220 Located at 703 2 nd Street SW Described as Section 15, Township 119, Range 35, Lot 14, Block 86 <i>FIRST ADDITION TO THE CITY OF WILLMAR</i>	\$237.00
24.	Parcel No. 95-222-1220 Located at 704 Minnesota Avenue SE Described as Block 7 <i>FERRING'S 2ND ADDITION</i> <i>Westerly 50 feet of Easterly 100 feet of Lots 1, 2 & 3</i>	\$1,243.98

25.	Parcel No. 95-050-0120 Located at 711 11 th Street NW Described as Section 10, Township 119, Range 35, Lot 2, Block 2 <i>BEASLEY'S FIRST ADDITION</i>	\$209.41
26.	Parcel No. 95-770-0030 Located at 711 3 rd Street SE Described as Section 14, Township 119, Range 35, Lot 3, Block 1 <i>SUNDT'S ADDITION TO THE CITY OF WILLMAR (TORRENS)</i>	\$950.78
27.	Parcel No. 95-662-0240 Located at 819 Olena Avenue SE Described as Section 14, Township 119, Range 35, Lot 24, Block 1 <i>PERKINS' SECOND ADDITION TO THE CITY OF WILLMAR</i>	\$1,087.12
28.	Parcel No. 95-280-1010 Located at 902 3 rd Street SW Described as Section 15, Township 119, Range 35, Lot 1, Block 6 <i>HANSON'S ADDITION TO WILLMAR</i>	\$1,355.80
29.	Parcel No. 95-056-0260 Located at 905 Augusta Avenue SE Described as Section 14, Township 119, Range 35, Lot 6, Block 3 <i>BERGQUIST'S ESTATES</i>	\$1,161.82
30.	Parcel No. 95-138-0110 Located at 913 20 th Avenue SE Described as Section 23, Township 119, Range 35, Lot 11, Block 1 <i>COUNTRYSIDE ADDITION</i>	\$132.68
31.	Parcel No. 95-003-0320 Located at 918 Gorton Avenue NW Described as Section 15, Township 119, Range 35, Block 3 <i>WILLMAR, TOWN OF (ORIGINAL)</i> <i>Lot 7 Except East 50 feet & South Half of Lot 8 Except East 50 feet</i>	\$2,519.57
32.	Parcel No. 95-820-0260 Located at 940 Olaf Avenue NW Described as Section 10, Township 119, Range 35, Block 2 <i>THORP & LIEN'S ADDITION TO THE CITY OF WILLMAR</i> <i>Part of Lot 9; Commencing 125 feet West of Southeast Corner</i> <i>Thence North Parallel with East Line to North Line Thereof</i> <i>Thence West 125 feet Thence South Parallel with East Line to a</i> <i>Point on South Line Thence East On South Line 125 feet to</i> <i>Beginning Except South 109 feet of West 50 feet & Except North</i> <i>120 feet of West 60 feet</i>	\$807.42

Dated this 16th day of November 2020.

s/s Marv Calvin
Mayor

Attest:

s/s Judy Thompson
City Clerk

RESOLUTION NO. 2020-154

**AUTHORIZATION TO EXECUTE AGREEMENT WITH OASIS AERO, INC.
FOR AIRPORT OPERATION SUPERVISOR**

Motion By: Nelsen 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 Administrator be authorized to enter into an agreement between the City of Willmar and Oasis Aero, Inc. to provide airport operation supervisor services for the Willmar Municipal Airport.

Dated this 16th day of November, 2020.

s/s Marv Calvin
MAYOR

Attest:

s/s Judy Thompson
CITY CLERK

RESOLUTION NO. 2020-155

ADOPT FUND BALANCE POLICY

Motion By: Nelsen Second By: Asmus

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that the Fund Balance Policy be adopted as presented.

Dated this 16th day of November, 2020.

s/s Marv Calvin
MAYOR

ATTEST:

s/s Judy Thompson
CITY CLERK

RESOLUTION NO. 2020-156

ADOPT BUDGET MANAGEMENT POLICY

Motion By: Nelsen

Second By: Fagerlie

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that the Budget Management Policy be adopted as presented.

Dated this 16th day of November, 2020.

s/s Marv Calvin
MAYOR

ATTEST:

s/s Judy Thompson
CITY CLERK