

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

March 12, 2018
7:00 p.m.

The special 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, Police Chief Jim Felt, Community Education and Recreation Director Steve Brisendine, Fire Chief Frank Hanson, Public Works Director Sean Christensen, Human Resource Director Samantha Beckman, City Planner Sarah Anderson, Administrative Assistant Janell Sommers, and City Attorney Robert Scott.

There were no deletions to the agenda.

Council Member Christianson moved to approve the agenda. Council Member Mueske seconded the motion which carried.

Administrative Assistant Janell Sommers reviewed the consent agenda.

- A. City Council Minutes of February 20, 2018
- B. Willmar Municipal Utilities Board Minutes of February 23, 2018
- C. Planning Commission Minutes of February 21, 2018
- D. Application for Exempt Permit – West Central Ducks Unlimited
- E. **Resolution No. 18-22 Approving Purchase of Two Pickup Trucks for Public Works**
- F. **Resolution No 18-23 Approving Purchase of One F-450 Pickup Truck for Public Works**
- G. **Resolution No. 18-24 Approving Amendment to Engineering Professional Services Agreement with Bolton & Menk, Inc.**
- H. **Resolution No. 18-25 Authorizing Execution of Willmar Township Fire Agreement**
- I. Willmar Lakes Area CVB Board Minutes of January 16, 2018
- J. Willmar CER Joint Powers Board Minutes of February 23, 2018
- K. Accounts Payable through February 28, 2018

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

Bob Skor, Willmar, addressed the Council with regard to the handling of racism and garbage issues by a Willmar citizen.

City Attorney Robert Scott presented a recommendation to discontinue issuing soft-drink licenses effective December 31, 2018. Council Member Nelsen offered a motion to approve Mr. Scott's recommendation. Council Member Christianson seconded the motion which carried.

City Attorney Robert Scott was recommending Council approve the **introduction of Ordinance Repealing Soft Drinks Sales Licensing Regulations**, and set a public hearing for April 2, 2018 at 7:01 p.m. Council Member Plowman offered a motion to approve Mr. Scott's recommendation. Council Member Christianson seconded the motion which carried.

Community Education and Recreation Director Steve Brisendine presented a request to accept a donation

of \$4,757.12 to cover the costs of a dog statue and bench from friends of the Dog Park and the Willmar Noon Lions. It was noted the statue would be placed in the City's Dog Park at Lions Park. Lions Club representatives Donn Winkler and John Marchand were present and stated the bench would face into the dog park and the statue of a black lab is in honor of all service dogs. Their intention is to have the bench and statue installed by May 19th. **Resolution No. 18-26 Acknowledgement of Donation in the Amount of \$4,757.12 From KC Dog in Association with the Willmar Noon Lions** was introduced by Council Member Christianson. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

City Planner Sarah Anderson was recommending Council approve the **introduction of Ordinance Amending Municipal Ordinance No. 1060, The Willmar Zoning Ordinance By Amending Section 6.K. Relating to The Shopping Center District** upon request from RockStep, Kandi Mall owners/management as they are looking at creative ways to fill the Kandi Mall vacant spaces due to the Amazon effect on retail malls across the nation. Ms. Anderson stated the Planning Commission held a public hearing on the proposed text amendment on February 2, 2018 and approved the request as presented. Council Member Plowman offered a motion to approve staff's recommendation and set a public hearing for April 2nd at 7:02 p.m. Council Member Asmus seconded the motion which carried.

City Administrator Ike Holland stated the movie theatre at the Kandi Mall will be remodeled this spring; thanked Administrative Assistant Janell Sommers for attending the Council meeting tonight in City Clerk Judy Thompson's absence; introduced the new Human Resource Director Samantha Beckman to the Mayor and Council, and stated a meet and greet will be held tomorrow at the City Office Building at 10:00 a.m. and urged the Mayor and Council to stop by and introduce themselves.

Mayor Calvin offered the following comments and announcements: City Administrator Ike Holland and the Mayor were at a meeting earlier today regarding a proposed housing project in Willmar on Lakeland Drive and the possibility of an updated housing study needing to be prepared for financing of said project; Epitopix has been recently purchased by a German company; the Mayor and Council Member Alvarado attended the curling bonspiel held on Saturday, March 10th at the curling facility and he received a pin from the Duluth Curling Club, the money spent by participants in the bonspiel and the need for curling space in our region; the local basketball teams continue to play in the tournaments and urged everyone to attend these activities.

Council Member Plowman stated he had the opportunity to tour the West Central Steel facility recently and was very impressed by the quality of fabrication and the timeliness of this project and the fact that local companies were involved in this project; Magnum Trucking is open and the huge impact for our area.

Council Member Fagerlie congratulated the girl's gymnastics team that went to state, the boys wrestling team that placed fourth at state, good luck to the girl's basketball team at state, and boy's basketball team who are one game from going to state. Go Cardinals!

Council Member Nelsen attended the Highway 23 Coalition Annual Meeting held last Friday in Cold Spring and also the Legislative Day last Wednesday, good energy on filling the gaps; she will be attending the Coalition of Greater Minnesota Cities Legislative Day this Wednesday; in regard to the public meetings coming up, she would like to request two separate meetings be held rather than one, the Robbins Island Task Force has put together a nice proposal and there are a lot of questions being asked about the proposed new City Hall and feels they are two separate issues drawing a lot of attention. Mayor Calvin asked that this item be placed on the next work session agenda.

Council Member Christianson stated warmer weather is coming.

Council Member Schwantes echoed all the good things previously stated by Council Members.

Council Member Alvarado stated we are never too old to learn; encourage everyone to save April 10th when a ceremony will be held for new citizens being naturalized; and April 11th there will be a speaker of which more information will be forthcoming; echoed the Mayor's curling comments.

Council Member Asmus spent the weekend following the robotics team who were in Duluth this past

weekend and placed fourth out of fifty teams and how fascinating this is and thanked the businesses who support them to allow them to do the things they do.

Council Member Mueske stated the Willmar Area League of Women Voters and the Human Rights Commission are sponsoring a citizen naturalization ceremony on April 10th at 11:00 a.m. at the Barn Theatre with a reception to follow. This is a great honor to have take place in our community; received a reminder from the League of Minnesota Cities about any protests that could happen in a community as a result of the Parkland shooting and stated there will be a "March for our Lives" held on March 24th in Willmar.

Council Member Schwantes offered a motion to adjourn the meeting with Council Member Asmus seconding the motion, which carried. The meeting adjourned at 7:38 p.m.

MAYOR

Attest:

SECRETARY TO THE COUNCIL

RESOLUTION NO. 18-22

A RESOLUTION AWARING THE PURCHASE FOR TWO CHEVROLET SILVERADOS IN THE AMOUNT OF \$69,581.00.

Motion By: Christianson Second By: Mueske

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, the bid of Schwieters Chevrolet of Willmar, Inc., North Central Bus and Equipment, Inc. and Street Smart Rental for two 2018 Chevrolet Silverado pickups, one Tommy Lift Gate and traffic arrow board is accepted, and the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into agreements with the bidders for the terms and consideration of the contracts in the total amount of \$69,581.00.

Dated this 12th day of March, 2018

s/s Marv Calvin
Mayor

Attest:

s/s Judy Thompson
City Clerk

RESOLUTION NO. 18-23

A RESOLUTION AWARING THE PURCHASE FOR A FORD F-450 IN THE AMOUNT OF \$49,065.50.

Motion By: Christianson Second By: Mueske

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of

Minnesota, the bid of Mills Ford Chrysler and North Central Bus and Equipment, Inc. for a 2018 Ford F-450 and dump body system is accepted, and the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into agreements with the bidders for the terms and consideration of the contracts in the total amount of \$49,065.50.

Dated this 12th day of March, 2018

s/s Marv Calvin
Mayor

Attest:

s/s Judy Thompson
City Clerk

RESOLUTION NO. 18-24

A RESOLUTION AUTHORIZING AMENDMENT NO. 3 WITH THE PROFESSIONAL SERVICES AGREEMENT WITH BOLTON & MENK, INC. FOR THE 2017 IMPROVEMENT PROJECTS.

Motion By: Christianson Second By: Mueske

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the City Administrator of the City of Willmar are hereby authorized to enter into an amendment to the professional services contract between the City of Willmar and Bolton and Menk, Inc. for the 2017 Improvement Projects. The amendment increases the contract amount by \$227,350.

Dated this 12th day of March, 2018

s/s Marv Calvin
Mayor

Attest:

s/s Judy Thompson
City Clerk

RESOLUTION NO. 18-25

A RESOLUTION APPROVING WILLMAR TOWNSHIP FIRE AGREEMENT IN THE AMOUNT OF \$22,482.47

Motion By: Christianson Second By: Mueske

WHEREAS Willmar Township annually contracts with the City of Willmar Fire Department for fire protection services; and

WHEREAS it is the established practice of the City of Willmar to use a statewide formula to calculate the township cost sharing proposal;

NOW THEREFORE 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 execute the fire protection agreement with Willmar Township for the period April 1, 2018 through March 31, 2019, in the amount of \$22,482.47.

Dated this 12th day of March 2018.

s/s Marv Calvin
MAYOR

Attest:

s/s Judy Thompson
CITY CLERK

RESOLUTION NO. 18-26

ACKNOWLEDGEMENT OF DONATION

Motion By: Christianson Second By: Nelsen

WHEREAS, the City of Willmar has received a donation of \$4,757.12 to purchase a dog statue and bench to be placed at the City’s Dog Park at Lions Park.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Willmar, Minnesota that the City formally accept the donation from KC Dog in association with the Willmar Noon Lions, who were instrumental with fundraising.

Dated this 12th day of March, 2018

s/s Marv Calvin
MAYOR

Attest:

s/s Judy Thompson
CITY CLERK