

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

June 15, 1998
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Lester Heitke. Members present on a roll call were Mayor Heitke, Council Members Verna Kelly, Ron Christianson, Douglas Reese, Nancy Houlahan, Vince Van Heuveln, and Rick Fagerlie; Present 7, Absent 2 - Council Members Bruce DeBlicek and Richard Halterman were excused from the meeting.

Also present were Parks and Leisure Services Director Dale Johnson, Public Safety Director Dan Strootman, Planning and Development Services Director Bruce Peterson, Administrative Assistant Audrey Peterson, and City Clerk Kevin Halliday.

Additions to the Agenda included a Residential Antidisplacement and Relocation Assistance Plan and an intersection referral to Public Works.

Council Member Reese offered a motion adopting the Consent Agenda which included the following: City Council Minutes of June 3, Municipal Utilities Commission Minutes of June 8, Building Inspection Report for May, Housing Redevelopment Authority Minutes of May 12, and Senior Center Council Minutes of June 3, 1998. Council Member Christianson seconded the motion which carried.

Mayor Heitke recognized Dean Anderson, Chair of the Willmar Area Community Foundation, and Steve Joul, President of Central Minnesota Community Foundation. Mr. Anderson informed the Mayor and Council that the Willmar Area Community Foundation has recently formed under the umbrella of the Central Minnesota Community Foundation based in St. Cloud, Minnesota. The Foundation is a public foundation that attracts and administers charitable funds for the benefit of the residents of the Willmar area. Mr. Joul presented details of the Central Minnesota Community Foundation and explained how the Foundation serves as a vehicle, assisting donors with varied interests and helping them achieve their philanthropic goals. The Foundation also works with donors and their professional advisors in structuring planned gifts which are often beneficial to both the community and the donor. Mayor Heitke thanked Mr. Anderson and Mr. Joul for their presentation.

Mayor Heitke recognized Mr. Dave Juhlke. Mr. Juhlke, Chair of the Mayor's Housing Task Force, presented Task Force recommendations to the City Council. The Task Force was comprised of 21 members representing every Ward in the City and diverse backgrounds. The Task Force culminated its business by developing policy and housing type recommendations for the City as follows: 1) the first priority of public financial involvement in housing should be the rehab of existing structures and maintenance of neighborhoods; 2) encourage the College to seek funding to build student housing; 3) promote the formation of a clearing house for rental housing information; 4) explore employer-assisted rental subsidies and damage deposits; 5) explore employer fund to help finance housing needs, i.e. rehab, down payments, closing costs, etc.; 6) pursue crime-free multi-family housing plan; 7) create a handbook of housing resources; and 8) require crime prevention through environmental design review for multi-family housing projects of eight units or more. Mayor Heitke commended Mr. Juhlke and the members of the Task Force for participation.

Council Member Kelly offered a motion to refer the Housing Task Force report to the Community Development Committee for consideration. Council Member Reese seconded the motion which carried.

The Finance Report of June 8, 1998, was presented to the Mayor and Council by Council Member Kelly. There was one item for Council consideration.

Item No. 1 Chairman Kelly announced the purpose of the meeting was to participate in a video conference discussion of Hospital ownership issues with the former publicly-owned hospital held by Itasca County. Representatives of Itasca Medical Center went into great detail providing information about the Medical Center and community of Grand Rapids, the factors leading to the sale of the Hospital, the process used including public information to make the decision to sell, and the impact of the sale on the community/Hospital including the level and quality of services and employees.

A general question and answer period followed, and it was the consensus of the Committee that this matter would be placed on a future Finance Committee Agenda.

The Finance Committee Report of June 8, 1998, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Kelly, seconded by Council Member Van Heuveln, and carried.

The Labor Relations Committee Report of June 9, 1998, was presented to the Mayor and Council by Council Member Reese. There was one item for Council consideration.

Item No. 1 Chairman Reese closed the Labor Relations Committee meeting to review the terms and conditions of a proposed employment contract with AFSCME Council #65, Rice Home Health Care employees.

The meeting was reopened, and it was the general consensus of the Committee that following ratification of the contract by the AFSCME group and Rice Hospital Board, the Council would accept same by the normal approval process of the Rice Hospital minutes, which are scheduled to appear before the Council on July 1, 1998. The contract covering registered and licensed nurses, as well as Home Health aides and homemakers, generally provides for 9 percent increase over a 27-month period beginning October 1, 1997. This matter was for information only.

The Labor Relations Committee Report of June 9, 1998, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Reese, seconded by Council Member Christianson, and carried.

The Public Works/Safety Committee Report of June 9, 1998, was presented to the Mayor and Council by Council Member Reese. There were seven items for Council consideration.

Item No. 1 Dale Johnson, Director of Park and Leisure Services, was present to request the Committee's acceptance of a \$4,500 donation from the Willmar Area Senior Club to assist in funding the parking lot development at the Senior Center. The Committee was recommending to the Council to accept the donation of \$4,500 on behalf of the City. Resolution No. 1 was introduced by Council Member Reese, seconded by Council Member Christianson, read by Mayor Heitke, and approved on a roll call vote of Ayes 6, Noes 0.

RESOLUTION NO. 1

WHEREAS, the Willmar Senior Citizen Center has projected a parking lot development concept within the 1998 Capital Budget, and

WHEREAS, the Willmar Area Senior Citizen Club has offered to assist with the project up to \$4,500.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Willmar, Minnesota, that the City accepts the donation from the Willmar Area Senior Citizen Club and that Staff express the community's appreciation to the Club for its generous contribution and commitment.

Dated this 15th day of June, 1998.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 2 Staff updated the Committee on the research done in determining whether to refurbish or replace the ladder truck, which is up for replacement in 1999. Staff determined that the \$450,000 to refurbish the existing unit was not cost effective and requested approval of specifications to purchase a new unit for an estimated \$650,000 and sell the present unit for \$75,000 - \$100,000. The Committee was recommending to the Council to approve the plans and specifications and authorize advertisement for bids. Resolution No. 2 was introduced by Council Member Reese, seconded by Council Member Kelly, read by Mayor Heitke, and approved on a roll call vote of Ayes 6, Noes 0.

RESOLUTION NO. 2

WHEREAS, the Public Safety Director of the City of Willmar has presented to the City Council specifications for ladder truck for the Willmar Fire Department;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that: final plans and specifications are hereby approved, and publication of Advertisement for Bids is herewith authorized. Bids will be publicly opened and read at 1:30 p.m. on the 24th day of June, 1998, at the City Office Building, 333 Southwest Sixth Street, Willmar, Minnesota.

Dated this 15th day of June, 1998.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 3 The Committee reviewed a sample document of burning regulations taken from Minnesota Pollution Control Agency Statutes. The Committee was recommending to the Council to refer the matter of recreational burning back to staff to work with the City Attorney and draft an ordinance to be introduced at the July 1, 1998, City Council meeting. Council Member Reese moved to approve the recommendation of the Public Works/Safety Committee with Council Member Kelly seconding the motion, which carried.

Item No. 4 Staff presented plans and specifications for Project No. 9803 - the Milling and Overlay of South First Street from Willmar to 19th Avenues. It was noted a variance has been received to use turnback funds for this section, which was originally resurfaced in 1991. Due to failure of the bituminous, Mn/DOT has agreed to pay for 75% of the construction and any past maintenance costs. The project is estimated at \$180,000.

The Committee was recommending to the Council to approve the plans and specifications and authorize advertisement of bids. Resolution No. 3 was introduced by Council Member Reese, seconded by Council Member Kelly, read by Mayor Heitke, and approved on a roll call vote of Ayes 6, Noes 0.

RESOLUTION NO. 3

WHEREAS, the City Engineer of the City of Willmar has presented to the City Council plans and specifications for the 1998 Street Improvements (Project No. 9803) for the City of Willmar;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that: Final plans and specifications are hereby approved, and publication of advertisement for bids is herewith authorized. Bids will be publicly opened and read at 1:30 p.m. on the 13th day of July, 1998, at the City Office Building, 333 Southwest Sixth Street, Willmar, Minnesota.

Dated this 15th day of June, 1998.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 5 The Committee considered a request to change the location of the waterball tournament to the Bethel Lutheran Church parking lot, which would require the lot being blocked from 4:00 p.m. until 9:00 p.m. on June 24, 1998. The Committee was recommending to the Council to approve the closing of the parking lot as requested. Council Member Reese moved to approve the recommendation of the Public Works/Safety Committee with Council Member Kelly seconding the motion, which carried.

Item No. 6 Staff was previously directed to contact the City Attorney for a recommendation on the purchase of video cameras for squad cars. It was staff's recommendation not purchase cameras at this time. This matter was for information only.

Item No. 7 The Committee reviewed a final budget for the 1998 Street Improvements, and was recommending to the Council approval of the budget as presented. Resolution No. 4 was introduced by Council Member Reese, seconded by Council Member Kelly, read by Mayor Heitke, and approved on a roll call vote of

Ayes 6, Noes 0.

RESOLUTION NO. 4

FINAL BUDGET
1998 STREET PROGRAM
ESTIMATED TOTAL COST \$2,108,700

PERSONNEL SERVICES:

Overtime Reg. Employees	\$ 500.00
Salaries Temp. Employees	6,000.00
Employer Pension Contr.	<u>1,500.00</u>
Total:	\$ 8,000.00

RECEIVABLES:

Property Owners (Assessments)	\$1,300,695.15
State - Turnback	150,000.00
City - C.I. Fund	458,004.85
Other (Hosp Parking)	<u>200,000.00</u>
Total:	\$2,108,700.00

SUPPLIES:

Office Supplies	\$ 1,300.00
Small Tools	2,000.00
Motor Fuels & Lubricants	1,000.00
Postage	2,000.00
General Supplies	<u>3,500.00</u>
Total:	\$ 9,800.00

FINANCING:

Bonds	\$1,958,700.00
State-Turnback	<u>150,000.00</u>
Total:	\$2,108,700.00

OTHER SERVICES:

Printing & Publishing	\$ 2,000.00
Mtce. of Other Improvement (Cntrt)	1,600,000.00
Other Services	<u>200,000.00</u>
Total	\$1,802,000.00

OTHER CHARGES:

Professional Services	\$ 28,700.00
Advertising	700.00
Adm. OH (Transfer)	249,500.00
Other Charges	<u>10,000.00</u>
Total:	\$ 288,900.00

GRAND TOTAL: \$2,108,700.00

Dated this 15th day of June, 1998.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

The Committee reviewed the attached final budget for Project No. 9605 - Reconstruction of South First Street, and was recommending to the Council approval of the budget as presented. Resolution No. 5 was introduced by Council Member Reese, seconded by Council Member Kelly, read by Mayor Heitke, and approved on a roll call vote of Ayes 6, Noes 0.

RESOLUTION NO. 5

FINAL BUDGET
PROJECT NO. 9605
SOUTH BUSINESS 71-23 TURNBACK
ESTIMATED TOTAL COST \$3,708,000

PERSONNEL SERVICES:		RECEIVABLES:	
Salaries Temp. Employees	\$15,000.00	Property Owners	\$ 300,000.00
Employer Pension Contr.	6,000.00	State Turnback	3,183,000.00
Employer Ins. Contr.	<u>1,000.00</u>	City Sewer & Water	175,000.00
Total:	\$22,000.00	City - MUC	<u>50,000.00</u>
		Total:	\$3,708,000.00
SUPPLIES:		FINANCING:	
Office Supplies	\$ 300.00	State	\$3,183,000.00
Small Tools	1,000.00	City - Sewer	175,000.00
Motor Fuels & Lubricants	250.00	Other - MUC	50,000.00
Postage	600.00	Other (Assessment)	<u>300,000.00</u>
General Supplies	<u>700.00</u>	Total:	\$3,708,000.00
Total:	\$ 2,850.00		
OTHER SERVICES:			
Printing & Publishing	\$ 3,000.00		
Travel-Conf-Schools	350.00		
Mtce. of Other Improvement (Contract)	2,500,000.00		
Other Services	<u>260,800.00</u>		
Total	\$2,764,150.00		
OTHER CHARGES:			
Professional Services	\$ 364,000.00		
Adm. OH (Transfer)	50,000.00		
Other Charges	<u>205,000.00</u>		
Total:	\$ 619,000.00		
Transfers Com. Inv.	300,000.00		
GRAND TOTAL:	\$3,708,000.00		

Dated this 15th day of June, 1998.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

The Public Works/Safety Committee Report of June 9, 1998, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by

Council Member Reese, seconded by Council Member Kelly, and carried.

Council Member Fagerlie moved to refer the matter of video camera in Police squad cars to the Finance Committee for consideration in the 1999 budget process. Council Member Christianson seconded the motion, which carried.

Parks and Leisure Services Director Johnson presented to the Mayor and Council a request for funding to expand the After School Youth Activity Program from November to March. Funding is through the Minnesota Amateur Sports Commission's "Mighty Kids" grant. Following discussion, Resolution No. 6 was introduced by Council Member Kelly, seconded by Council Member Fagerlie, read by Mayor Heitke, and approved on a roll call vote of Ayes 6, Noes 0.

RESOLUTION NO. 6

"MIGHTY KIDS" YOUTH SPORTS AND RECREATION PROGRAM

WHEREAS, the Minnesota Amateur Sports Commission (MASC), via the State General Fund, provides funds to assist political subdivisions of the State of Minnesota for the development of youth sports and recreation programs, and

WHEREAS, the City of Willmar desires to provide after school programs for grades three through six.

NOW, THEREFORE, BE IT RESOLVED by the City of Willmar, that the total cost of developing said program shall be \$4,472 and the City of Willmar is requesting \$2,980 from the State General Fund and that the City Administrator and Parks and Leisure Services Director be authorized and directed to execute said application and serve as the official liaison with the Minnesota Amateur Sports Commission.

Dated this 15th day of June, 1998.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Announcements for Council Committee meeting dates were as follows: Labor Relations, June 22; Finance, June 22; and Public Works/Safety, June 23.

City Clerk Halliday informed the Mayor and Council that as a requirement to participate in the Minnesota Small Cities Development Program administered by the Housing and Redevelopment Authority, it is necessary to adopt a Residential Antidisplacement and Relocation Assistance Plan. Following discussion, Resolution No. 7 was introduced by Council Member Kelly, seconded by Council Member Reese, read by Mayor Heitke, and approved on a roll call vote of Ayes 6, Noes 0.

RESOLUTION NO. 7

ADOPTING DISPLACEMENT MINIMIZATION PLAN AND
RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN

BE IT RESOLVED, that the City Council of the City of Willmar, Minnesota, hereby adopts the Displacement Minimization Plan and the Residential Antidisplacement and Relocation Assistance Plan for the City of Willmar as attached hereto.

Dated this 15th day of June, 1998.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday

Attest: CITY CLERK

Mayor Heitke requested that Public Works/Safety Committee review the intersection at Highway 71 and the Kandiyohi County Health and Human Services Building and consider safety improvements.

There being no further business to come before the Council, the meeting adjourned at 8:15 p.m. upon motion by Council Member Reese, seconded by Council Member Kelly, and carried.

Attest:

MAYOR

SECRETARY TO THE COUNCIL